

HEADINGTON COMMITTEE FOR DEVELOPMENT ACTION

**A report on the Forum Meeting held at Headington Baptist Church, Old High Street
on Tuesday 19 March 2013 at 7pm (Draft: to be confirmed at next meeting)**

Present:

Rosemary Belton, David Blythman, Richard Bradley, Adrian Bullock, Jan Clark, Stuart Cooper, Patrick Coulter, Jill Cummings, Tony Elliot-Smith, Nicholas Fell, Liz Grosvenor, Chris Glover, Noel Hodson, Veronica Hurst, Jill James, Cllr Mark Lygo, Fiona McKenzie, John Nealon, Mike Ratcliffe, Nicholas Rollin, Christopher Taylor, Fred Taylor, Tony Turton, Michael Wilkes, Cllr Ruth Wilkinson (25)

Apologies:

Robert C Davies, Colin George, Robin Gill, Cicely Havely, Bruce Howard, George Levvy, Andrew Morgan, David Rundle, Juliet Turton, Zoe Traill (10)

Patrick Coulter (Chair Headington Action) set the scene by explaining that as a result of a stakeholders' meeting held in October there was a consensus to go to a Public Meeting to explore the idea of setting up a Neighbourhood or Community Plan. This was overwhelmingly agreed to by the 120 present, and results in this first Forum Meeting. The aim of the meeting was to select a Forum Steering Committee, hopefully with a chair. The ultimate Forum needs to comprise a minimum of 21 people, to include a Councillor, and for these people to be either resident in Headington, or work here. There are 46 people who have signed up to being interested in joining the Forum.

Question from the floor: How much time will it take up?

Answer: At this stage we do not know – it will depend on how many sub-groups there are and how the work is divided up.

PC asked the meeting who was prepared to volunteer to form the Steering Committee and the following names emerged:

Stuart Cooper

John Nealon

Cllr Mark Lygo

Cllr Ruth Wilkinson

Christopher Taylor

Veronica Hurst

There being no one person who was prepared to chair this first meeting, Mike Ratcliffe very kindly stepped up to take the rest of the meeting even though he is unable to be on the Steering Committee owing to other commitments.

Using the Wolvercote Constitution as a basis for discussion the chair went through the contents of the constitution:

The aim – to bring people together

Objective – to produce a Plan

A map – define the area under consideration

Membership/Associate membership – define the terms of reference

Meetings – to be organised

Voting – issues to be addressed

Code of Conduct – consider the necessity of setting this up

Create Steering Group – to discuss where we are going

Groups – should these be area groups or theme groups?

Finance – a treasurer will be needed, and ultimately a bank account (Headington Action has agreed to donate a sum of money to kick-start the enterprise and also to manage the account until the separate account is needed)

Liaison – importance to be in contact with other groups

Dissolution – to be determined – some groups dissolve via an AGM, but once a Plan is in place there may be an on-going role for the Forum

Involve local people

Communication – this needs co-ordination for a pro-active approach – can't be left to email, Facebook, Twitter etc. (Make use of local publications eg Headington Monthly, but also setting up focus groups for discussion, possibly including schools)

Always keep in mind the **principles and regulations** regarding Neighbourhood Plans

Research other forums online

The steering group will determine the **lines of enquiry**

The Area

One of the first tasks will be to determine the area – there are various approaches to this.

Based on the Google Map produced at the last meeting:

- Representatives from Feilden Grove would like to be included which means drawing the blue line further to the west
- Is Headington defined by the Royal Mail definition of the area – OX3 itself is too wide and includes Marston
- The area must be discussed with the City Planners so as to ensure that there are no overlapping areas – Marston, Barton, Risinghurst and Northway are all working on various versions of a plan, and whilst these areas must not be encroached upon liaison will be very important
- Queries arise as to the areas of the top of Morrell Avenue, Divinity Road and the Churchill area, but the Hospital should be included
- Ward boundaries may not be helpful in determining an area as they can change
- Does Pullens Lane, and any part of Marston belong to Headington?
- Wide consultation needs to be undertaken – if the area is too large then it might be necessary to divide it into smaller pieces which would then require more than one forum
- Do we need to define the area now – if we don't will it inhibit the work of the forum?

Q. Does the council have a view now on the area?

A They are aware of the plans being discussed in Northway, Barton and Risinghurst, but they are Community Plans not Neighbourhood Plans. Wolvercote and Summertown are at the stage of going to local consultation about the geographic boundaries

Specific Areas for Consideration

Retail outlets – Approaches by outsiders making offers to A2 establishments – need for retail representatives or at least personal face-to-face dialogue

Size of developments - hospitals, two universities, shopping centre, Ruskin, Schools, Manor Hospital, Care Homes - consider the behaviour of institutions and look at their master plans – there is a role for Headington Forward here

Community Use - We need to ascertain community facilities – what can be booked, what is available?

Traffic and Transport - need to survey the volume, speed, destination, most-congested areas – try to get the council to do the surveys. Cycling and walking.

Community Infrastructure Levy – payable by developer on sites typically larger than 2 houses, where money is retained by the Local Authority, but can be spent in any part of the city

Co-op existing groups as sub-group eg. Transport Group recently set up, Low Carbon Headington, Cycling groups

Demographics – obtain statistics from the City – the census statistics are now available – there is a 25% annual turnover in Headington Ward

Car Parking – obtain statistics from the city council as to number of spaces – it is understood that there are 800 at the JR, and 10,000 vehicle movements there per day. Residents parking – ring-fencing existing parking i.e. Waitrose

Education – provision – catchment area – transport plans

Child care provision – pre-school

Conservation Areas – Old Headington, Quarry, Headington Hill

Character Change – dividing up properties into flats, protection of character of Headington

Affordable Housing - students – key worker – young professionals (Brookes are undertaking a project whereby elderly people can share their home with a key worker or student in exchange with help to enable people to stay in their own home)

Student behaviour – HMO legislation is addressing some of these issues, but HMOs also cover key workers and young professionals

Oxford Brookes could be approached to undertake research projects or surveys

Water and drainage infrastructure – particularly with large developments – issues with Boundary Brook, run-offs

Green Spaces – preservation

Youth provision – how much is there?

Elderly provision – a number of care homes/sheltered accommodation in Headington – vulnerable people, develop a sense of community – Churches Together are interested in becoming involved in this area – input from the elderly required

Crime – addressed by NAGs

Green energy – co-opt Low Carbon Headington, consider the Green Deal

Library – preservation of facility

Amenities to preserve – are they publicly or privately owned?

“Treasured” buildings – listed or of architectural interest

Headington Website – valuable resource, together with the Headington & Marston Forum

Planning Applications – need to have easy access – (this updated site is better <http://ox.planningtracker.co.uk>)

How much support can we expect from the City Council?

Events promotion – develop communication with Oxford Mail, Radio Oxford etc. competition for schools at Headington Festival?

Resident Population of Headington is c. 10,000 – what is the number of workers in Headington?

Access to this data may possibly be obtained via Unison eg for the University Hospitals

Value of existing facilities eg Farmers Market. Headington Festival

RESPONSIBILITIES OF THE STEERING GROUP –

The steering group will determine the **lines of enquiry**

Gap analysis – skills/expertise required

Audit of skills of 46 signees – set up questionnaire

Determine a map of the area – needs consultation

Areas of concern – what do we need to do about it? What is the solution?

The Neighbourhood Plan must reflect issues of the community – not the Forum – and there must be evidence of wide consultation

Consultation process is key – this could be by questionnaires, interactive website approach, stall at Headington Festival, Focus group meetings

Virtual office – cloud or googledocs to start with - eventually real office space for leafleting etc.

Set up constitution, banking facilities, voting rights, membership etc.

Bear in mind that the **Sites and Housing Plan**, which has now been approved, has to be adhered to in any new Plan
Look at what is available for development - Remember that a Local Plan defines policies unlike a Community Plan which is a “wish list”, but we could have a hybrid version.

The following diagram shows what a Neighbourhood Forum, made up of sub-groups, could look like – it is a suggestion based on the points that emerged from the meeting and might be an aid to setting up the organisation.



The next meeting of the Steering Group is being arranged by Doodle Poll
Liz Grosvenor 21 March 2013