

Meeting 4/6/13 at Oxford Town Hall

Present:

Anton Nath, Oxfordshire Rural Community Council (ORCC),
Richard Bradley, Headington Action (HA)
Ruth Wilkinson, Headington Neighbourhood Plan Forum (HNPF)

Anton Nath – works with Communities and Local Government (CLG) on community-led plans.

ORCC is funded by Oxfordshire County Council and the four Oxfordshire District Councils

ORCC's principal role is to help communities to make choices themselves, but also provide services like affordable housing, transport, in rural communities.

ORCC has a joint infrastructure contract with County

This covers work with 5 communities a year who are "struggling" with community plans.

Headington has been identified as one of the five (no idea why!)

He can offer 2-3 meetings and an event (this meeting is one of these 3)

Tom Mansfield is the community-led planning link at the County Council

Oxford Community and Voluntary Action (OCVA) provides a course for prospective volunteers

Target for referendum should be election date in 2015 (or possibly 2016)

Funding

We should ask Oxford City Council for funding. The Govt gives city council £5K when area is designated, £10k when inspected, and £10k when referendum is held. Some planning authorities like South Oxfordshire District Council (SODC) and Vale of White Horse District Council (VoWH) give most of that money straight to the neighbourhood forum.

Direct support package of £8.5K is funded by Locality. That money is spent on consultancy by Locality on our behalf (ie we don't see the money)

Need to apply to Locality for that money (which they will provide to consultants)

Can also apply for £7k cash from Locality. Anton suggested we apply for this to be spent on engagement

County Council Big Society budget is another possible funding source

Also Headington Action and ward councillor budgets. Accountable body is likely to be Headington Action in terms of finances.

Anton strongly recommended, given limited funds we have, that we do not spend money on consultancy but direct it to engagement/consultation.

Neighbourhood area boundaries

Important to go with an area which makes sense from a community view point, not necessarily wards or Super Output Areas (SOA).

The consultation area could be wider than the neighbourhood area if the neighbourhood area is considered to be a hub (district centre)

Get the City Council as planning authority to confirm in writing any agreement to consult more than the number of residents in the nominated area (to make this clear further down the line). Also, people outside the area may get a vote in the referendum if the inspector says so. We should talk to City about this.

Neighbourhood Forum

Forum should consist of people who live, work, own businesses, own land or property in the area.

Anyone on the Neighbourhood Planning Forum acts as a kind of trustee, so must declare interests in terms of:

Live in area

Work in the area

Land owner in area

Have a business in the area

Must invite all elected members – must have letters from them that they don't want to be on the Forum if they choose to decline (so that you can show proof they were asked)

It's possible to have a Friends of the Forum group of those not wishing to comply with the above

Invite major institutions and principal businesses and ethnic minority groups – if they decline, we must keep written refusals on file. It's not important that they join the forum but is important that they are asked.

Write to all Forum members inviting them to complete declaration of interest form. Some may prefer not to be involved but just be informed? If so, add them to the Friends of the Forum Group.

Social statistics

Once we have responses to invitations, and declarations of interest, we must compare the list with stats on the area – where are the gaps? Send out communication e.g. Please come forward if you want to be on our Forum, we shall be inviting groups soon

e.g. ethnic minority groups, City can give us landlord details (role of letting agents?)

Invite reps of those specifically, if they refuse get written proof.

Calculate deprivation stats in numbers, not percentage terms – may compare with areas like BBL for which City Council gives more funding

Action Plan

Next HNPF Interim Steering Group meeting, invite HA reps, Sue Brownill (NP specialist) from Oxford Brookes. Anton Nath to speak

Items: task and finish

- Defining boundaries and prepare statement explaining how these were chosen
- Constitution of Forum
- Invitations/declarations of interest incl. city and county cllrs.
- Collate social statistics of the area
- Compile list of Forum members and identify gap. Contact the gaps.
- Get ready to make formal submission to Oxford City Council. Try and get both six week consultations to run in parallel (area and Forum consultation)

Some items can be left till the 6 weeks consultation period to press on with, but the above are critical first steps.

Brookes has a pivotal role as it could provide consultancy. RB will contact Sue Brownill.

Following meeting

Plan launch event

Produce timeline

Find out from the City Council when the referendum will be held (2015 or 2016)

And finally...

Interesting statement by Anton '*Ultimately the NP is all about getting more development into Headington and in return we get more protection of certain things and a say in spending of CIL money*'

RW to ask Liz Grosvenor (Interim Steering Group, HNPF) to send meeting details to Anton