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**OUH ENERGY PROJECT
 NOTES FROM THE SECOND
 HEADINGTON LIAISON GROUP STAKEHOLDERS' FORUM
 18 January 2016**

Upper Hall, All Saints Church House

ATTENDING:

TRUST: Mark Mansfield, Mark Neal, Mark Bristow, Jo Lennon

VITAL ENERGI: Andrew Whitelock, Ashley Malin, Lewis Simpson, Paul Gredley

RESIDENTS' REPRESENTATIVES & STAKEHOLDERS: Vi Bradley, Cllr Ruth Wilkinson, Stephanie Jenkins, Sophie Mogridge, Cllr Roz Smith, Patrick Coulter, Hilary Rollin (apologies from Nick Rollin), John Duncan, Tony Turton, Cllr Susan Brown, Cllr Liz Brighouse, Charles Crombie, Claire Marriott, Cllr Mark Lygo, Frank Rimmer .

Mark Neal and Ashley Malin opened the meeting stating that Vital decided that it would be best practice to temporarily suspend the work on the pipeline while the Planning Application and legal challenges are underway. The decision was voluntary. Work on the hospital sites continues.

AGREED ACTIONS:

ACTION	BY
1. Traffic management and signage were identified as an issue for Lime Walk and Windmill Road (specifically) and other streets around the pipeline work. Mark Neal and VE to consult with Highways, explore temporary traffic calming measures and improvements to the current plan and report back to the next meeting. Councillor Brighouse will also take it up with the County Council.	OUHT, VE, LB
2. The Churchill Drive work could produce a major bottleneck, which will impact on Old Road and Cheney School. VE & Trust to request re-phasing of the Roosevelt road/Old Road traffic lights and look at ways to mitigate the impact of the work.	OUHT

3. Patient letters to be revised to include info on the road closures and advise the use of the public transport.	OUHT
4. The provision of free visitors' car parking permits for households as they are affected by the work will continue. The Parking Office will be given a revised timetable and schedule before work re-commences.	OUHT
5. All households along the route (and Old Road residents who park in Stapleton Road) will be sent a letter with the new timetable once it is agreed. The info will also be shared with BBC Radio Oxford, The Oxford Mail, Jack FM, all NHS staff, be posted on the website and tweeted. Recommendations for staff and patients to use public transport will be included.	OUHT
6. Planning permission is being sought for a temporary car park for c. 15 cars on Woodland Road and bays on Churchill Drive will be made available solely for households affected by pipeline work.	VE/OUHT
7. Latimer Road residents to form a sub group to address their particular concerns.	
8. VE confirmed that no side roads or junctions will be blocked off to traffic during the work.	VE
9. Mark Mansfield and VE to prepare a statement that clarifies the funding arrangements for the entire Hospital Energy Project.	OUHT/VE
10. The Comms programme will continue. Stakeholders were asked to nominate one representative who could commit to attending all meetings and be responsible for disseminating information. Jo Lennon to continue as Liaison and producing information for stakeholders.	OUHT
11. A newsletter will be produced by the Trust and Vital Energi on a monthly basis once work re-commences to inform residents of the Energy Project's progress. This will be disseminated to Councillors and stakeholders by email and they will cascade it to their own databases. It will also be posted on the http://www.ouh.nhs.uk/about/energy/default.aspx website, tweeted and send out to the local media.	OUHT
12. A cross section of the pipe was brought to the meeting so that residents could see exactly what is being laid.	VE
13. Next meeting invitations will be sent to all the above – provisionally Thursday 18 th February 2016 in Upper Hall, All Saints Church House. Meetings are open to the public and their nominated representatives.	ALL

Circulation: All above, OUHT Comms Team,