

Information for Voters

Headington Neighbourhood Plan Referendum

22nd March 2017

About this booklet:

On Thursday 4th May, there will be a referendum on a neighbourhood development plan for your area. This booklet explains more about the referendum that is going to take place and how you can take part in it. In this booklet you will find out about:

- The referendum and how to take part
- The neighbourhood area
- The neighbourhood plan
- The development plan (of which neighbourhood plans are part)

Referendum on the Neighbourhood Plan

A referendum asks you to vote “yes” or “no” to a question. The question which you will be asked in the referendum is:

“Do you want Oxford City Council to use the Headington Neighbourhood Plan to help it decide planning applications in the neighbourhood area?”

How do I vote in the referendum?

You vote by putting a cross (X) in the ‘Yes’ or ‘No’ box on your ballot paper. Put a cross in only **one** box or your vote will not be counted.

If more people vote ‘yes’ than ‘no’ in this referendum, the Oxford City Council will use the Neighbourhood Development Plan to help it decide planning applications in the Headington Neighbourhood Area.

The Neighbourhood Plan once adopted will then become part of the Development Plan.

If more people vote ‘no’ than ‘yes’, then planning applications will be decided without using the Neighbourhood Development Plan as part of the Development Plan for the local area.

What is Neighbourhood Planning?

Neighbourhood Planning aims to help local communities play a direct role in planning areas in which they live and work.

A community can prepare a neighbourhood plan. This plan can show how that community wants land to be used and developed in its area.

What is a Neighbourhood Area?

A neighbourhood area can cover single streets or large urban or rural areas. The boundaries of a neighbourhood area are put forward by:

- Parish Councils
- A neighbourhood forum (a group of at least 21 people in areas without parishes)

In Headington the boundary of the Headington Neighbourhood Area was determined by Oxford City Council. Appendix 1 shows the Headington Neighbourhood Area.

Who can prepare a Neighbourhood Plan?

Neighbourhood Plans are prepared by the community, led by Parish Councils or neighbourhood Forums. In this case the Headington Neighbourhood Plan was prepared by the Headington Neighbourhood Forum.

What is a Development Plan?

In England, planning applications are determined by local planning authorities in accordance with the Development Plan. A Development Plan is a set of documents that set out the policies for the development and use of land across the entire local authority area. Within Oxford, the local planning authority is Oxford City Council.

Neighbourhood Planning in Headington

The referendum area is identified on the enclosed map (Appendix 1) as the Headington Neighbourhood Area.

Who is the planning authority?

Oxford City Council is the lead authority for Neighbourhood Planning matters in the area, including Neighbourhood Planning Referendums.

Referendum Expenses

Expenses can be incurred by an individual or body during the period of the Referendum for referendum purposes.

The Referendum expenses limit that will apply in relation to the referendum is **£3030.06**. The number of persons entitled to vote in the Referendum, by reference to which that limit has been calculated is **11323**.

The referendum will be conducted in accordance with procedures which are similar to those used at local government elections.

Specified Documents

A copy of the specified documents, that is those documents listed below, may be inspected at:

- Oxford City Council main offices Monday – Friday from 9am to 4.30pm
Oxford City Council, St. Aldate's Chamber, 109-113 St. Aldate's Oxford, OX1 1DS
- Headington Library, Bury Knowle House, North Place, Headington, OX3 9HY

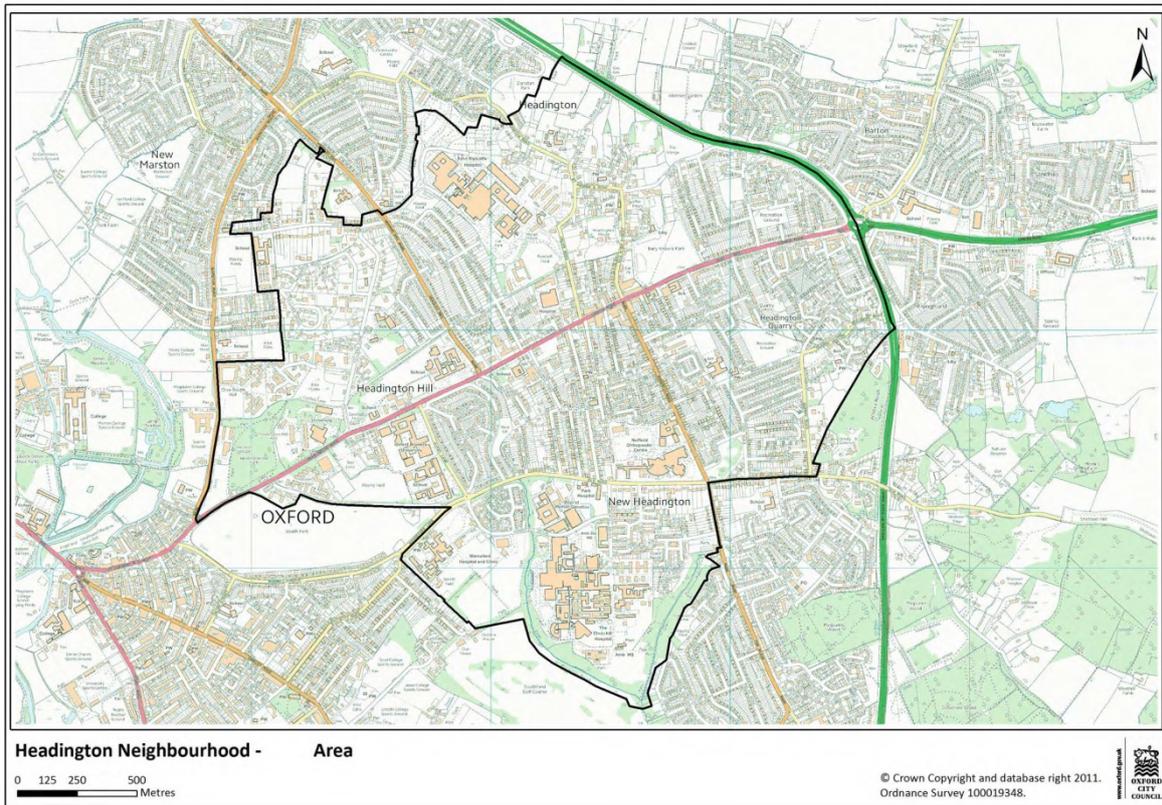
The documents are available for public viewing on the Council's website at:

www.oxford.gov.uk/headingtonreferendum

The specified documents are:

- Headington Neighbourhood Plan;
- The report of the independent examiner into the Neighbourhood Plan;
- Copies of the representations submitted to the independent examiner;
- A Decision Statement of the Local Planning Authority's satisfaction that the draft Neighbourhood Plan meets the basic conditions specified under statute and complies with the provision made under Section 38A and 38B of the Planning and Compulsory Purchase Act 2004;
- A statement that sets out general information as to town and country planning including neighbourhood planning and the referendum;
- Strategic Environmental Assessment and Habitat Regulations Assessment Screening Statement.

Map of the Neighbourhood Area



Can I Vote?

You can vote in the referendum if you live within the Headington Neighbourhood Area:

- You are registered to vote in local council elections; and
- You are 18 years of age or over on 4th May 2017.

You have to be registered to vote by 13th April 2017 to vote in the referendum.

The referendum will be conducted based on procedures which are similar to those used at local government elections.

Ways of voting

There are three ways of voting:

In person on 4th May 2017:

- At your local polling station. It is easy to do and a member of staff will always help if you are not sure what to do.
- In the Headington Neighbourhood Area, the polling stations are:
 - Viking Sports Club, Table Tennis Room, 65 Old High Street, OX3 9HT
 - The Ace Launderette, Girdlestone Road Shops, OX3 7LZ
 - Cheney Community Hall, Cheney School, Cheney Lane, OX3 7QH
 - The Coach House, Quarry Road, OX3 8NU
 - Headington Community Centre, Gladstone Road, OX3 8LL
 - Headington Community Centre, Gladstone Road, OX3 8LL
 - All Saints' Church House, New High Street, OX3 7AL
 - All Saints' Church House, New High Street, OX3 7AL
 - Headington Baptist Church, Old High Street, OX3 9HW
 - St Anthony of Padua RC Church Hall, 115 Headley Way, OX3 7SS
 - New Marston Pastoral Centre, Jack Straws Lane, OX3 0DL
- You will receive your poll card confirming your polling station for this referendum.
- The polling stations are open from 7am to 10pm.

By post:

- If you have a postal vote already you will receive a poll card confirming this.
- If you wish to vote by post you need to complete an application form.

By proxy:

- If you have a proxy vote already, you will receive a poll card confirming this.
- If you wish to vote by post you need to complete an application form .

Further Details about the electoral arrangements for the referendum are on the Elections 2017 page of our website:

www.oxford.gov.uk/info/20046/elections_and_voting/1166/elections_in_2017

Am I registered to vote?

If you're not registered, you won't be able to vote. If you're not registered to vote, you will need to apply by Thursday 13 April 2017. You can apply online at www.gov.uk/register-to-vote

Alternatively you need to complete a voter registration form.

Further Details about the electoral arrangements for the referendum are on the Elections 2017 page of our website:

www.oxford.gov.uk/info/20046/elections_and_voting/1166/elections_in_2017

How do I find out more?

Further general information on neighbourhood planning is available at:

www.oxford.gov.uk/neighbourhoodplanning

You can find specific documents on the Headington Neighbourhood Plan at:

www.oxford.gov.uk/neighbourhoodplanning

For queries about planning issues and neighbourhood planning in general please contact the planning policy team on 01865 252847 or at

planningpolicy@oxford.gov.uk

For more information on voting and the arrangements for the referendum in the first instance go to:

www.oxford.gov.uk/info/20046/elections_and_voting/1166/elections_in_2017