
Our Hospital Project Overdale Neighbourhood Forum Engagement Charter

The Neighbourhood Forum for Our Hospital Project brings together local residents of Overdale and Westmount Road to ensure that your voices are heard and are central in shaping the design of Our Hospital Project.

Role of the Neighbourhood Forum

- To ensure your views, aspirations and priorities are heard, taken on board and considered
- To share and discuss information that responds to local issues, interests and needs, and ensure that these are duly prioritised throughout the design process
- To ensure a platform whereby you can participate freely, in an open and transparent manner
- To enable direct access to information about Our Hospital Project and to the project team
- To utilise your local knowledge to inform and feed into the design process, local initiatives and engagement process
- To become a channel where information about Our Hospital Project and opportunities to engage are more widely shared and known among residents

Participation

All residents of the Overdale and Westmount Road area are welcome to join and encouraged to attend the Neighbourhood Forum. Meetings will be held monthly between January – September 2021, and all residents will be informed about their timing at least one week in advance. Email notifications of key project updates, milestones, and announcements will be shared with all members of the Neighbourhood Forum.

There will additionally be opportunities to participate in other Our Hospital Project engagement activities and events during this period, such as public exhibitions and workshops. These will be announced to the Neighbourhood Forum with sufficient notice.

Neighbourhood Forum Meetings

All Neighbourhood Forum meetings will be conducted so that all participants feel welcome and are able to contribute. All attendees will be treated fairly and with respect, and allowed to speak without interruption.

The meetings will be chaired by a representative of Soundings, the independent consultancy appointed to run the consultation programme for Our Hospital Project during the design and planning stages. The Chairperson is a neutral figure who will ensure that the Neighbourhood Forum functions properly, relevant matters are discussed, and a fair and accurate record of the meeting are circulated to members.

The agenda for each Neighbourhood Forum meeting will be shared in advance. Each meeting will be video recorded and all attendees shall give their consent to this by attending. Minutes will be prepared and shared within one week, and the minutes and video recording of the meeting will be published online.

Given the current health situation, Neighbourhood Forum meetings are expected to occur in an online format and until such time as it is safe and appropriate for them to be held in person.