

NORTHSTOWE DELIVERY GROUP**Date:** Thursday 18th July 2024**Time:** 11:30-12:30**Venue:** Virtual Meeting**Attendees:**

Cllr Paul Littlemore (PL)	Northstowe Town Council and Mayor of Northstowe (Chair)
Cllr Natalie Warren-Green (NWG)	Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Cllr Firouz Thompson (FT)	County Councillor for Longstanton, Northstowe, Over, Oakington & Westwick
Cllr Richard Owen (RO)	Northstowe Town Council
Anne Ainsworth (AA)	Chief Operating Officer and Senior Responsible Officer for the Northstowe Programme at SCDC
Clare Gibbons (CG)	Growth Manager – Communities
Kirstin Donaldson (KD)	Service Manager - Acquisitions & Development
Peter Campbell (PC)	Head Of Housing
Marianne Whitby (MW)	Development Project Manager- Acquisition and Development
Yvette Noble-Conner (YNC)	Personal Assistant (Minute taker)

Apologies:

Mark Nokkert (MK)	Clerk to Northstowe Town Council
Cllr Tom Bygott (TB)	Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Kate Swan (KS)	Project Development Lead, Commercial Development & Investment
Cllr Henry Batchelor (HB)	Lead Cabinet Members for Communities

1. Apologies & Introductions

Apologies were reported.

2. Minutes of the Previous Meeting and actions

Members of the Group agreed the minutes from the previous meeting as an accurate record.

Actions from previous meeting:

KD	To arrange a Pre- Forum meeting with Town Council to discuss Health Facilities ahead of Septembers Forum CG- SCDC Officers meeting arranged.
ALL	To comprise a flow chart of the Civic Hub Governance route Taken to Steering Group and Partners KD – Ongoing.
ALL	To decide which groups should be invited to the NDG meetings and when, subject matter and pressing issues dependant Ongoing
ALL	To decide who from GP services should be invited to present at the Northstowe Forum Ongoing – CG – Dependent on meeting at the end of July.
KD/MK	To arrange an informal Town Council meeting Ongoing- Aiming for after the delivery of the Phase 1 Community Centre
FT	To speak to Health Colleagues at CCC Carried over to the next meeting. FT – HB & NWG keeping posted on work being coordinated.
	To brief a Comms to then be agreed by the NDG members and signed off for distribution - Carried over to the next meeting
AA	Local Centre - Approximate dates for phasing and paper on next steps Carried over to next meeting

3. Updates

Faith Land (CG)

- Service corridor and plan accepted by local planning authority.
- L&Q will increase power supply which was intended for Faith & Community Land - this is now deemed acceptable to serve design brief.
- Strong interest from Faith communities as to when bidding will open – Faith Strategy Group Meeting discussed next steps which are; valuation of land which will determine decision making process for onward asset transfer. Everything in place to open bidding round; design brief, signed off red line, utilities plan.
- May undertake site survey for richer information for bidders.

Community Gym (CG)

- Unfortunately, the first round of procurement that was discussed in the previous meeting was not successful, to run the gym and fit out the café.
 - Going to run 2 things in parallel – refresh understanding of the market and revise procurement approach along with café fit out in the meantime, using the SPF funding, dedicated for that purpose.
- Consultants have proposed to do more market testing. 2 x interviews with potential providers in the next week or so. Would put us in the position to go back to market once feedback is understood.

- Café fit out procurement process live w/c June 10th. Receive tender reports directly when concluded. Early visuals look good, on track to have the café fit out delivered by September.
 - **FT** – Consider feasibility of smaller businesses taking it on? **CG** – Currently considering. Need to look at the scale of provision. Could result in a big operation which is part of the process that the consultancy undertaking to examine market conditions.

Permanent Community building (MW)

- Coming towards end of final design stage on Permanent Community building - looking at finer details for mechanical and electrical. Moving through towards construction stage - on track.
- **KD** – Everything on track, proposing construction work will start end of October, spades in the ground November. Schools will hopefully be involved with regards to understanding the skills involved in a construction contract.

Civic Hub (KD)

- New location for the Civic Hub - this will now face onto town plaza and town garden forming a strong public space.
 - Submitted to planning.
 - Feasibility study/plan - including sessions with stakeholders to present idea of what could be achieved.
 - VR(3D visuals) stage 1 of the space for the key stakeholders - not architects but to test assumptions. Work beginning in Aug/Sept and into early 2025.

Enterprise Zone and Local Centre (KD/AA)

- There is growing interest in the Enterprise Zone – commercially confidential but discussions are moving forward. The Local Centre continues to be the priority in terms of timescales for the sites

4. Highlight Report (KS)

This document was shared with the group confidentially ahead of the meeting and comments were invited. The document is a work in progress and as always, the group were reminded to have an open conversation about how they would want the Highlight report presented.

5. Community Forum (CG/ALL)

- 11th September – Western Park Pavilion for next forum.
- Health partners to update at this forum.
- Homes England additional information to be shared – announcements pending, so hopeful this will be prior to forum.

6. Communications (ALL)

- Touched on Government announcement of acceleration.

- Detailed engagement plan for Northstowe. Phase 3A engagement session?
- Northstowe Neighbours film released, uplifting for the community. These are an ongoing series of films, shared with SCDC communication officers – forming greater integration with community.

7. Dates for future meetings

The next meeting was confirmed for 19th September 2024 11:30

8. AOB

PC confirmed absence for September NDG as on annual leave.

ACTIONS:

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