

Northstowe Delivery Group

Minutes

Date: Thursday 7th September 2023

Time: 11:30-12:30

Venue: Virtual Meeting

Attendees:

Cllr Bill Handley (BH)	Lead Cabinet Member for Communities (Chair)
Cllr Richard Owen (RO)	Northstowe Town Council
Cllr Natalie Warren-Green (NWG)	SCDC Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Cllr Firouz Thompson (FT)	County Councillor for Longstanton, Northstowe, Over, Oakington & Westwick
Cllr Tom Bygott (TB)	SCDC Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Cllr Paul Littlemore (PL)	Northstowe Town Council and Mayor of Northstowe
Anne Ainsworth (AA)	SCDC Chief Operating Officer and Senior Responsible Officer for the Northstowe Programme
Kate Swan (KS)	SCDC Project Development Lead, Commercial Development & Investment
Peter Campbell (PC)	SCDC Head Of Housing
Kirstin Donaldson (KS)	SCDC Service Manager - Acquisitions & Development
Marianne Whitby Northstowe Housing	SCDC Development Project Manager-
Sophie Gerrish	SCDC Executive Assistant (Minute taker)
Dean Harris	Homes England (Guest)

Emma Drake

Homes England (Guest)

Apologies:

Mark Nokkert (MK)

Clerk to Northstowe Town Council

1. Apologies & Introductions

Apologies were reported from Mark Norkett and introductions were made to Emma Drake.

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:

KS/FT	to liaise on Phase1 map for Northstowe News explore ways this can be displayed and sent out <i>Ongoing</i>
KD	KD to share the plans of where the CCTV will be placed and to share those plans with the group at the next meeting <i>Ongoing and updated, see page 5</i>
KD/KS	Explore options of erecting new hoarding for the Enterprise Zone <i>Ongoing</i>
FT	to chase up and report on the robots in time for the next Northstowe Forum <i>Completed</i>
ALL/SG	to send to SG any changes they wish to make to future meetings/Terms of Reference to ensure the agenda is accurate and as beneficial as possible for the next 12 months. This will be an added agenda item in September's meeting <i>Ongoing, to be discussed at October's NDG meeting</i>

3. Updates

Pavilion- Update on Management and Contract (CG)

- Specialist provider for the Sport Pavilion in the Western Park has been confirmed. Following clarification interviews on the 17th of August there is now a preferred bidder and the contract is being entered into imminently.
- One of the impediments to moving forward is waiting for successful transfer of land from L&Q of the sports pitches to SCDC. The issue is reaching an agreement on who is to be responsible for the drainage from the sports pitches which is being worked through with our legal teams.
- The management board (as discussed in the previous meeting) has agreed to offer a licence to Longstanton Bowls Club in conjunction with the land transfer so that they can operate the management of the Bowling Green in an integrated fashion with our Sports Operator who will be managing and maintaining the remainder of the estate.

Interim Community Building (CG)

- Since the last meeting the new Facility has been launched and we have already got a comprehensive and busy program of users across the week which is continuing to grow
- In terms of the lease and licence agreements that we had to arrange; the town council can happily expect their lease agreement to land possibly Tuesday (12th September 2023) as we know it's going to be signed off in the next couple of days
- In terms of the licence agreements for health visiting services to use the NHS room, we're also expecting to sign off the licence to Cambridge Community Services that deliver those health visiting services (Expected to occupy the NHS room once a week)
- In relation to other NHS services that are intending to come into the building, we are in negotiations with Cambridge Hospital Trust and University Hospitals Trust who are the midwifery services providers (Expected to occupy the NHS room for three days a week)
- The Integrated Care Partnership has already sent in an inspector and agreed that it's suitable for clinical uses. This can only be done once the building is operational. Now the midwifery team are going to send in their representative
- We have been in negotiation with CPFT for their talking mental health services. They believe there isn't a demand for the service at Northstowe at the moment but that dialogue remains open.
- Arts and Minds are delivering a 12 week program from the temporary community centre, which is a GP referral program for mental health issues

- Connections have very recently been made with the new recruits to social prescribers and we will be encouraging them to have contact with our Community Development Team and make use of the wide range of referral activities that already happen within the Temporary Community Centre
- Awaiting confirmation of a representative from the County Council on the Management Board
- NHS services are not being promoted within any article on Northstowe News, but an update can be given over the Northstowe community Facebook page. The service providers themselves want to take a lead on where their services can be accessed from
- Permanent Broadband is not yet up and running. Lorraine Bates, from connecting Cambridgeshire has provided dongles for county staff
- On 12th September there will be a satellite fitting which will provide a Wi-Fi cloud for the staff and the public

Permanent Community building (KD)

- Planning application has been submitted and validated as of 1st September. Hopeful for a November planning commission date but also mindful this could push back to December due to tight timelines
- Entering the next stage of the development side, which is ensuring that we have a full set of stage three drawings that will allow us to go out to tender for a construction partner to build the building.

Civic Hub (KD)

- In talks with Homes England as there are a couple of things that need to be resolved before moving on
- Work is being done on the full schedule of accommodation as a result of what came out of the blueprint works and the discussions that were had with the County, Public Health, ICS and libraries etc allowing for a more detailed design phase
- A schedule has already been mapped out, it is now a case of putting it together in a format that makes sense to all of the stakeholders

4. Governance

Covered earlier in the meeting

Highlight Report & Risk Register

These documents were not shared at the meeting but will be updated for the next meeting in October.

5. Northstowe Forum (AA)

- The draft poster has been circulated
- The pre meeting with forum presenters has been extremely successful and looking to be continued

6. Communications(AA)

- The poster for the open day at the end of the month has been shared which is the next main event with regards to the Temporary Community Building
- Ongoing work on FAQs over the summer, the next stage process to that is updating the existing FAQs and looking at gaps to add to those FAQs
- Also ensuring from an FAQ perspective that it isn't just about the Council, but it also becomes a page that links across to our partners
- Thoughts/comments on comms from the group are encouraged

7. Dates for future meetings

The next meeting was agreed as 19th October

8. AOB- Homes England (DH)

- Update on the initial stages of the Northstowe Town Centre. Homes England have not been able to enter into contract with the preferred bidder for commercial economic reasons
- Other avenues have been explored to deliver the important facilities that Central One would have brought forward. Homes England are looking to progress a direct approach with the delivery of the Market Hall and other civic spaces
- Now working directly with the Council new build team in relation to the Civic Hub who share a joint desire to concentrate on the delivery of important facilities at the earliest possibility.
- Homes England intend to give an update about Central one at the next Northstowe Forum
- PL Highlighted to the group the importance of transparency to residents at the next forum with the updates provided by Homes England
- RO asked if HE have the expertise to deliver the Town Centre; and have they done it before to ensure it is delivered in a timely fashion. DH confirmed the Capital Works team are used to delivering significant, mainly infrastructure projects. They have project managed the delivery of their own building (Northstowe House) which was a

medium scale development. They also have the financial resource as per the approval from treasury.

- DH provided an update on the Southern Access Rd West stating that they are now working with partners at County to complete the legals. No formal announcements are being made at this time but the aim is for the road to be opened this month (September)

ACTIONS:

MW	To share the CCTV plans with the Town Council before the next meeting
KS/FT	Liaise on Phase1 map for Northstowe News and explore ways this can be displayed and sent out
ALL/CG	Any Interim Building name suggestions to be sent into CG ahead of the celebration event on 30 th September for the public to vote
KD	To alert 3C Building Control that the information on the website for Street Naming and Numbering requires updating in light of recent policy update – Heather Jones to be contacted
Homes England	To organise the Southern access road naming competition