

NORTHSTOWE DELIVERY GROUP**Date:** Thursday 17th October 2024**Time:** 11:30-12:30**Venue:** Virtual Meeting**Attendees:**

Cllr Henry Batchelor (HB)	Lead Cabinet Members for Communities
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
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
Guisepe Bernardis (GB)	Observer on behalf of Mark Nokkert Clerk to Northstowe Town Council
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 Richard Owen (RO)	Northstowe Town Council

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:

ALL	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners KD – Ongoing.
ALL	To brief a Comms to then be agreed by the NDG members and signed off for distribution - Carried over to the next meeting

FT	To speak to Health Colleagues at CCC Carried over to the next meeting. FT – HB & NWG keeping posted on work being coordinated.
ALL	To decide which groups should be invited to the NDG meetings and when, subject matter and pressing issues dependant Ongoing
ALL	To agree with partners 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
AA	Local Centre - Approximate dates for phasing to be discussed (carrying over to next meeting)

3. Updates

Faith Land (CG)

- Date for transfer of Faith Land has been moved to January 2026.
- Paper is being produced to be taken to December Cabinet.
- A bidding pack is currently being compiled to be made available to Faith & Community Groups.
- Land survey to be undertaken to confirm poured or piled foundations.

Community Gym (CG)

- Unsuccessful tender previously noted – market research being conducted for understanding and learnings as to why.
- Considering a dual-use facility, separate the gym and café so the café forms a separate proposition (likely the café may well have been subcontracted anyway).
- Shared Prosperity funding to be used to fit out the café – this should complete before Christmas.
- County Council will provide funding for gym fit out. This will enable an operator to walk in and start – hopefully this will align with market interest.

Community Buildings (MW/KD)

Phase 1 Permanent Community Centre: one week behind at the moment. Discussions ongoing around inflation as construction inflation still at 15% so some value engineering is being undertaken, no major changes.

- Site start date either week commencing 25th November or first week in December with completion in January 2026.
- Hoarding to be rectified.

Phase 2 Town Hub: Atkins& Realis instructed. Currently undertaking a feasibility study to establish the amount of space required and define the red line.

- In discussions with partners across libraries and health for the division of space, to help shape the premises to accommodate needs and future use.

- Deadline for building is 2028, currently collating information for pack to go to tender for early 2025.
- Cricket Pavilion:** Pitch layouts are currently underway with Homes England, and application submitted to planning to rationalise land use.
- 2nd Sports Pavilion to be built to meet cricket requirements as this is the primary sport for use.

Pavilion 1- End of Term Defects (MW)

- Only material things picked up, approximately 15 minor items – this signifies the end of the 12 month defects, anything new to arise will be responsibility of the operator, unless under warranty of SCDC.

Naming of Phase 1 Community Centre (KD)

- Suggestions box opened physically and online to Northstowe residents and town council. An address needs to be applied for to register the location in construction phase.
 - Advice to be sought from Street Naming & Numbering so as to ensure safety for Emergency Services in regard to identifying specific locations with no confusion.

4. Highlight Report (MW)

Options Paper to Informal Cabinet for delivery options for the Enterprise Zone to be revised. Working towards a phasing process to gather more information about delivery mechanisms for the Enterprise Zone – considering options.

5. Community Forum (CG/ALL)

- 4th December is when the next forum is to be held.
- Currently refining a draft agenda ensuring no aspects are missed.
- FT raised it would be good to loop in Northstowe Learning Community for future forums.

6. Communications (ALL)

- KD to give a construction update in the next meeting.
 - Northstowe News deadline confirmed as 1st November for communications if anything was to be mentioned regarding construction.

7. Dates for future meetings

The next meeting was confirmed for 14th November 2024 11:30

8. AOB

N/A

ACTIONS:

ALL	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners – working with Health colleagues. KD – Ongoing & carried over.
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ALL	Comms – space to promote/leaflet drop – point to be added onto the agenda to discuss.
FT&KD	FT spoken with Health colleagues – KD useful to have conversation with ICB at Health Hub.
CG	GP Services – who to invite to the Forum. Would be useful to have an update from a representative, there have been updates on Northstowe News, could consider a pre-recording to facilitate?
KD/MK	To arrange an informal Town Council meeting Ongoing- Aiming for after the delivery of the Phase 1 Community Centre
AA	Local Centre - Approximate dates for phasing to be discussed. Carried over.