

Minutes of the Northstowe Delivery Group held in Northstowe on
Wednesday, 28 September 2022 at 4.00 p.m.

Group Members in attendance:

Bill Handley
Richard Owen
Firouz Thompson

Others in attendance:

Patrick Adams	Senior Democratic Services Officer
Anne Ainsworth	Chief Operating Officer and SCDC SRO for Northstowe
Mark Nokkert	Clerk to Northstowe Town Council

1. WELCOME AND INTRODUCTIONS

Those present introduced themselves. It was noted that there would be a by-election to be held on Thursday 3 November, to elect two new local ward members. Those elected would be members of the Group.

2. BRIEF OVERVIEW OF THE SRO TEAM

Anne Ainsworth stated that the core SRO team was made up of:

- Anne Ainsworth (Lead Officer)
- Peter Campbell (Deputy)
- Kirsten Donaldson (Housing and Head of Acquisitions)
- Clare Gibbons (Community group liaison)
- Kate Swan (Enterprise Zone)

It is intended that three additional officers will also be appointed to assist Kirstin Donaldson.

Alongside the Core Team, other Officers are involved as appropriate, depending on the workstream under discussion.

It was noted that Adele Gritten, Head of Economic Development and Investment, was leaving the Council on 7 October and an interim would be appointed.

Anne Ainsworth **agreed** to distribute the report on lessons learned from Cambourne to the members of the Group.

It was agreed that the minutes should be publicly available. The meeting could go into confidential session as required, but the presumption would be for openness.

3. TERMS OF REFERENCE AND PURPOSE OF THE GROUP

It was noted that the decision had been taken to change the name from Board to Group and the terms of reference would need to be corrected to reflect this.

Membership and attendees

The Group agreed that the membership should be made up of:

- Two local District Ward Councillors for Northstowe
- One District Council Cabinet member
- One County Councillor
- One Northstowe Town Councillor.

It was noted that if necessary the Chair of the Group would have the deciding vote, if the group could not agree on an issue.

It was agreed that officers, developers and other experts could be invited to meetings when necessary, but that they would not be members of the Board. It was noted that officers of suitable seniority needed to attend the meetings. County Councillor Firouz Thompson assured the Group that she could liaise with the Leader and Deputy Leader of the County Council to ensure that matters were progressed.

Meeting frequency

It was agreed that the Group should meet monthly at Northstowe until February/March 2023. At which point the frequency of meeting would be reviewed. Virtual attendance should be possible at future meetings, and therefore the venue for meetings will need to be considered to enable this to happen.

4. HIGHLIGHT REPORT - UPDATE ON THE COMMUNITY AND SPORTS BUILDINGS

Anne Ainsworth stated that a Highlight report will be circulated to Group members at each future meeting. The purpose of this report was to provide an overview of the projects.

Anne Ainsworth provided an update on the progress of the buildings. A new approach would be undertaken with regards to the interim community facilities, with further discussion to take place at the next meeting. Work on the Pavilion will start in October and a blueprint is being developed for the Civic Hub.

5. SUGGESTED DOCUMENTS FOR FUTURE MEETINGS

It was agreed that a Communication strategy/proposed approach will be developed and made available at the appropriate future meeting. Residents should be regularly updated on the progress being made with the delivery of the community buildings, with a clear indication of timescales and milestones. It was agreed that the Group needed to be honest and transparent on this issue. It was suggested that it would be useful to see a business plan for the buildings, particularly in relation to the future running and governance of the buildings.

6. VERBAL UPDATE - MARKET PLANNING FOR NORTHSTOWE

Anne Ainsworth reported that this item had been removed from the agenda. Katherine Southwood, Business Support Key Projects Team Leader at the District Council, was working hard on this matter and an update would be sent out shortly. Katherine was working closely with a representative from the Town Council.

7. COMMUNITY FORUM (PLANNING AND DRAFT AGENDA)

Anne Ainsworth reported that from Thursday 29 September the Council would be in a pre-election period until the two by-elections have taken place on Thursday 3 November. This

would mean that the authority could not be seen to promote any issues that could assist a candidate in the by-election. With this in mind, it was agreed to postpone the Community Forum until after the by-elections.

It was hoped that the Community Forum would be able to promote two-way interactions between Group representatives and residents.

8. ANY OTHER BUSINESS

Updating the Town Council

It was agreed that the minutes of this Group should be put on the Town Council's website. Councillors and residents attending Town Council meetings will be able to question the work of the Group.

Interim community facility

The focus would be on providing a building on land that the District Council owned. It was agreed that it was imperative that residents were kept informed on all developments regarding this issue. It was **agreed** that the Community Forum should receive an update on this matter.

The Meeting ended at 5.35 p.m.
