

MINUTES

NORTHSTOWE DELIVERY GROUP

Date: Thursday 12th December 2024

Time: 11:30-12:30

Venue: Virtual Meeting

Attendees:

Cllr Henry Batchelor (HB)	Lead Cabinet Members for Communities - (Chair)
Cllr Paul Littlemore (PL)	Northstowe Town Council and Mayor of Northstowe
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 & 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
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)
Cllr Richard Owen (RO)	Northstowe Town Council
Kate Swan (KS)	Project Development Lead, Commercial Development & Investment
Marianne Whitby (MW)	Development Project Manager- Acquisition and Development
Giuseppe Bernardis (GB)	Asset & Estate Manager, Northstowe Town Council.

1. Welcome and Apologies (HB)

Apologies were reported.

2. Minutes of the previous meeting and actions arising from them

Actions:

KD/MK	To arrange an informal Town Council meeting Ongoing- Aiming for after the delivery of the Phase 1 Community Centre. Carried Over.
AA	Local Centre - Approximate dates for phasing to be discussed. Ongoing. Carried over.
ALL	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners – working with Health colleagues. TBD after the Northstowe Steering Group. Ongoing & carried over.
FT	Confirm receipt of letter through letter drop regarding Phase 1.

3. Updates

Faith Land (CG)

- Paper taken to Cabinet and it was agreed to launch bidding round - commencing January 2025
 - Website for applications under construction.
- Informing neighbours to this site prior to work starting.
- Promotion to all eligible community bids.

Community Gym & Café (CG)

- Tender unsuccessful, reaching out to providers who may be able to step in along with potential community offer.
- Feedback seems to be regarding population being centred around Phase 1 which is probably more attractive to businesses.
- Community Gym process all in hand – full invitation to tender to go out in January.
 - Progress unaffected by café.

Update on Community Buildings/Construction (KD/MW)

- ***P1 Community Centre***

MW meeting with Urban&Civic regarding programming for roads and cycle paths - still aiming to finish early 2026.

- ***P2 Town Hub / Cricket Pavilion***

AtkinsRéalis undertaking feasibility study. Currently working closely with Health partners to identify their requirements.

Options produced will go through an initial internal process – challenging the feasibility against Section 106 assumptions.

Town Hub: AtkinsRéalis are providing 2 stages of procurement options, along with a risk/benefit analysis. From these findings, procurement can be finalised and workstreams formulated to run alongside each other.

Meeting with Homes England and Capital&Centric regarding estate roads programme. These need to be aligned as Town Hub cannot be opened without access for emergency services/waste collection/etc.

- Operational impact if the building cannot be opened when completed, costs would be incurred, for example - commissioned equipment, needs to be serviced 6 monthly from point of installation, whether the building is open/in use or not.

Cricket Pavillion: Ground workers have begun working on the Pavillion Site.

Contractors have been advised to ensure site is clean, especially around Stirling Road.

4. **Highlight Report**

Working towards a phasing process to gather more information about delivery mechanisms for the Enterprise Zone – considering options.

5. **Community Forum (CG/ALL)**

- Next forum 5th March 2025.
- Northstowe Learning Community keen to present so working with them for the agenda.
- Construction updates likely from Homes England and Capital&Centric.
- To help with forward planning, it may be worth setting something up on the website, to develop engagement.

6. **Communications**

CG – communications around construction., bidding round, Great Big Green Week, Summer festival in June.

Learning Community, CCC&SCDC

7. **Date for next meeting**

- New recurrence to accommodate preferred 12:00-13:00 timeslot.
- Thursday 27th February

8. **AOB**

- **NWG** – Longstanton groundwater issues - New hydrologist starting in January to review the impact on the environment. Once data gathered, we can invite them along or invite an update. Supporting Environment/ Sustainability.

ACTIONS:

AA	Local Centre - Approximate dates for phasing to be discussed
AA/KD	Local Centre - Pulling together briefing and program, include a briefing for the Town Council.
ALL	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners – working with Health colleagues. TBD after the Northstowe Steering Group. Ongoing & carried over.
CG	Look at forward planning for contribution – submit topic suggestions for future forums. Forum communication list.