

## Northstowe Delivery Group

**Date:** Wednesday 18<sup>th</sup> January 2023

**Time:** 12:00-13:00

**Venue:** Ground Floor, SCDC - South Cambridgeshire Hall- Swansley A + B,

**Attendees:**

Cllr Natalie Warren-Green (NWG)	SCDC Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Cllr Paul Littlemore (PL)	Northstowe Town Council and Deputy Mayor of Northstowe
Cllr Richard Owen (RO)	Northstowe Town Council and Mayor of 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 (Chair Person)
Kate Swan (KS)	Project Development Lead, Commercial Development & Investment
Kirstin Donaldson (KS)	Service Manager - Acquisitions & Development
Sophie Gerrish	Executive Assistant (Minute taker)

**Apologies:**

Mark Nokkert (MK)	Clerk to Northstowe Town Council
Cllr Tom Bygott (TB)	SCDC Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Cllr Bill Handley (BH)	Lead Cabinet Members for Communities

**1. Apologies & Introductions**

Apologies were reported for Mark Nokkert, Cllr Tom Bygott & Cllr Bill Handley. The new meeting dates were agreed for the remainder of the calendar year as per the dates sent out by SG. AA then introduced KD to the group.

## 2. **Minutes of the Previous Meeting**

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

It was agreed that actions would be addressed during the course of the meeting, inclusive of Governance which had been added as a workstream.

## 3. **Updates:**

### **Pavilion**

KD provided an overview of the Sport Pavilion updates for the Group:

- Phase 1 Sports Pavilion- work is on-going
- There is currently a 7 week delay being reported. The intention is to try to recover at least some of this time during the Spring/Summer.
- By the start of next month (February) there will be steels coming onto site and the frame will go up.
- The communities team are working with Pentico on a number of community initiatives. For example, children having their picture taken with the diggers and a time capsule with the primary school.
- Currently reporting at start- mid August for handover although the desire is for that date to be at least July to ensure the provision is open before the start of the football season.
- No updates reported for Phase 2 Sports Pavilion as this is not due to start for a while.

### **Interim Community Building:**

KD provided Interim Community Building updates to the group:

- Porterkabin has been procured as the principal contractor
- Application went in on 10th of January. The aim is a committee date of the 8th of March. All being well Porterkabin could start work on site on the 9th of March but this depends on any planning conditions attached to the site.
- Current expectation is opening date of early May, with a handover of keys on the 12th of May providing there is a smooth planning process and no problems arise.
- It was confirmed that residences with a direct site line and along Pathfinder way were sent a letter reminding them of the plans for the parcel of land and updating them on the progress for the interim community facility.
- It was confirmed by PL that the general consensus has been positive from local residences, and they are aware that this land was always destined to be the local

centre. The only semi negative feedback has been that residents are used to this space as a dog walking area and losing the space to sit out near the food trucks.

- KD noted that these community comments are worth raising as they can help to inform future planning applications as well as reflecting what the community would like to retain within building/aprcl designs.
- AA confirmed that in relation to the cafe and concession space the Council will continue to gather details of those who are interested in occupying that space inclusive of potential food and coffee vans and businesses operating nearby. It was agreed that any procurement process for the café facilities must be transparent. It may be that the space is open for the use of all groups – a communal area - (perhaps a volunteer's café) and is not a formal commercial provision but that would be explored further.
- KD confirmed in relation to the above point, Clare Gibbons is also seeking VAT advice which in turn will determine whether a commercial tenant is able to occupy the space or if it must be a community one. Therefore, a decision cannot be made until VAT advice is received.
- AA added that concession space is different to the café and any concession space will probably need to be explored as part of a separate building, but suggestions and ideas are welcome, particularly from the users of the building.
- KD then showed the group the entrance area on the plans and confirmed that the doors will open onto the green. There was a concern expressed about how windy it can be on that part of the site. KD confirmed that a Canopy and a draft Lobby has also been included for weatherproof/safety purposes. These additions arose from the pre-Christmas Northstowe Forum.
- PL went on to note in reference to the plans that the two parking spaces are the wrong way round in accordance with the one-way system that should be implemented on the green. The orientation of the parking spaces on the plans as it stands reduces the amount of parking available on the green. In reference to the planning application, the orientation of the Disabled bays means access from Pathfinder Way rather than Stirling Road. Also noting that if disabled bays go in as they are then they wouldn't be able to be used for EV charging. All agreed that continued access to the EV charging points was a priority. KD agreed to look into solutions to this.
- KD confirmed SCDC currently have an EV charging strategy going through council, confirming there is a back-office function associated with managing EV chargers and the desire is for consistency across the estate.
- FT also added that there is going to be limited access to those parking areas with Market traders being something to consider as they will be using those bays from April.
- KD stressed the importance of building the temporary building in a way that ensures minimal disruption and minimal changes for the lifetime of the project. As the Permanent building is built out, a much larger construction zone will be erected taking out more space to the north potentially in the future.

**ACTION:** KD to look at the EV charging spaces on the current planning application

## **Civic Hub:**

KD reported Phase 2 Civic Hub update to the group;

- Civic have presented the blueprint to South Cambs officers. It is a very high level document. Officers are reviewing this document and it will then be shared with the intended occupants of the building and this group. The next step is to extract the practical aspects of the building from the blueprint and share this information with the stakeholders (Libraries health etc), thus moving towards identifying the specificity of the building as quickly as possible.
- FT emphasised the importance of the library in for this Hub as they have become a 'safe space' for the community.
- KD confirmed that the libraries project that was commissioned by the County Council has been a lot of the driver behind the civic hub.
- AA also confirmed each individual governance and decision making process will need to be built into the timeline, including for Health and the County.
- KD stressed to the group that this blueprint includes an extremely complex financial and space modelling tool
- FT noted the importance of ensuring there is disability accessibility in the Library
- KD flagged to the group a risk. SCDC have not been given the redline boundary for the civic hub. Homes England have to transfer to South Cambs the land to erect the civic hub on. As it stands their preferred bidder for central one want to put in a planning application that shows a different redline boundary from what is essentially consented through the approval of the town centre strategy. SCDC are keen that this process moves as quickly as possible, as it will delay the build of the Civic Hub if not.

## **Permanent Community building:**

- A more detailed application will be put forward for the phase one community centre which will be on the opposite corner facing the green from the temporary one, allowing the temporary one to remain open when the permanent building is being built
- The intention is that this application will also include an outline for the Local Centre
- Aiming for community and stakeholder consultation in March /April
- Aiming for a planning submission date of July with the hope of making it to committee in September

- KD's team will concurrently run a procurement to bring on a primary contractor for the community centre element, in the hope a primary contractor is in place for when planning consent is received thus allowing work to begin immediately.
- PL suggested that the next Community Forum could be dedicated to the planning of the permanent building
- KD suggested having one forum for detailed stakeholder engagement and another forum for the community more widely. The group agreed.

**ACTION:** KD/AA to look at the timeline of the first half of this year and review dates for a dedicated forum in line with the consultation and planning timelines.

#### **4. Governance of the building**

- KS confirmed following her discussion with Rory McKenna and Sean Missin that the 2 million asset transfer cap is set down by the Secretary of State. KS then confirmed that anything over that amount would have to be requested to the Secretary of State.
- PL then went onto to state that given the money has come from 106 funding, the disposal is something that isn't being paid initially by the District Council. Should the Town Council choose to take on the facility, following the decision of the Council, the cost is one of the significant blockers at the moment as the price of just the Sports Pavilion alone is over what you are allowed to dispose of.
- There was confirmation that the system of booking the Sports Pavilion is all part of the Town Councils current considerations.
- PL confirmed that once the high-level business model comes out, that is when the Town Council can move forward.

#### **5. Northstowe Forum**

- It was noted by the whole group that the last Forum was a really good session, with good feedback from attendees on the evening. Particular reference was made to the change in format, standard of speakers, increased numbers in attendees and constructive questions being asked.
- RO noted some feedback from local residence that more time was needed for the full Q/A at the end.
- PL suggested that it may be more beneficial in time to keep to a couple of precise topics per forum, thus allowing for more constructive Q/A' sessions.
- FT also suggested that Homes England could lead the FAQ's section of the forum.

#### **6. Communications**

FT stated to the group that following conversations with a local resident, flyers about the Pavilion are being delivered through residence doors damaged.

ACTION: KD agreed to raise this with the contractors.

**7. Dates for future meetings**

Future meeting invitations were agreed for the remainder of 2023.

**8. AOB**

There were no items of AOB.