

Northstowe Delivery Group

Date: Thursday 15th February 2024

Time: 11:30-12:30

Venue: Virtual Meeting

Attendees:

Cllr Bill Handley (BH)	Lead Cabinet Member 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
Mark Nokkert (MK)	Clerk to Northstowe Town Council
Kate Swan (KS)	Project Development Lead, Commercial Development & Investment
Peter Campbell (PC)	Head Of Housing
Kirstin Donaldson (KS)	Service Manager - Acquisitions & Development
Clare Gibbons	Growth Manager - Communities
Sophie Gerrish	Executive Assistant (Minute taker)

Apologies:

Cllr Richard Owen (RO)	Northstowe Town Council
Cllr Tom Bygott (TB)	Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Anne Ainsworth (AA)	Chief Operating Officer and Senior Responsible Officer for the Northstowe Programme at SCDC

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:

KS	To add the Faith Land piece to the Highlight report Complete
ALL/CG	All members to feed into CG any agenda items they wish to be included in January's forum Complete
ALL	To decide after each Northstowe Delivery Group meeting if Homes England are to be invited to the next Delivery Group meeting, depending on the meeting subject matter that the time Ongoing
KD/MK	To arrange an informal Town Council meeting Ongoing- Aiming for after the delivery of the Phase 1 Community Centre

3. Updates

Pavilion (CG)

- Management Board is due to meet tomorrow (16.01.24) to discuss potentially hosting an activation event to take forward to stimulate further bookings and to showcase the provision that is at the pavilion and bring in wider groups of the population to use it
- Booking seem to be quite buoyant already
- They have appointed a sports development officer
- They have submitted a license application which now sits with the Licensing Team

The Cabin (CG)

- Everything is proceeding as it should
- CCTV has been installed

Permanent Community building (KD)

- Phase one Permanent Community Centre that is out for tender

- The Tendering period closes on the 27th February, then marking the Tenders on the 29th February, followed by interviews with the top two bidders scheduled for the 11th March, to then award the contract to the chosen bidder
- Expecting a start on site of summer 2024, with delivery in early 2026
- Phase two Sports Pavilion, Homes England have submitted a planning application for the groundworks and the pitch layout, we expect this to be decided imminently.
- As it stands the Pitches would currently sit with another management company, Homes England would break bring in. Discussions are to begin to decide how we join all of that up in order for it to makes sense for the future operation of the whole of the site to make the whole site sustainable into the future

Civic Hub (KD)

- Homes England have begun their pre app discussion with the local Planning Authority around their plans for the Town Centre. No SCDC officer can select a preferred option it has to go through the planning process as part of the wider Town Centre
- Holmes, England are proposing changes to the location that is currently in the town centre strategy. Therefore the Town Centre strategy, which was a condition of the outline permission needs to be re-discharged. This is also the same situation with the Design code.
- Concerns were expressed from the group regarding the additional Car Park position in the plans. KD confirmed that officers have commissioned some feasibility testing of the 2 locations options that Homes England have provided. The preferred option is the one which is not adjacent to the proposed car park.
- Nonetheless the preferred option will require a certain amount of external amenity space, including Blue Badge parking and ambulance collection and drop off because as these are critical for the operation of the building
- The New Build Team and Officers from South Cambs outside of the planning authority have been invited by Homes England to attend their pre application meetings with the planners, thus giving the benefit of seeing the options they have presented to the LPA. However these are confidential at this time and are not being shared, unless Homes England would be willing to have a discussion with a wider group around those options
- Home England are not legally obliged to consult more widely for the pre app, it only becomes formal when the application is submitted

Enterprise Zone and Local Centre (KS)

- Moving forward with the purchase of the final Parcel (Parcel Five), suspected completion is 8th March. Having this back in our ownership will allow for a much better offer going out to Developers and underpin the route for the entire site
- Finalising a paper to go to Informal Cabinet for their oversight on potential route on Development and Development models

4. Governance (KS)

Covered throughout the meeting during the updates section.

Highlight Report & Risk Register (KS)

These documents were shared with the group confidentially ahead of the meeting and comments were invited. As always, the group were to have an open conversation about how members would want the Highlight report and Risk register presented. KS noted the change of layout as requested by members in the previous meeting. The group agreed that the new layout was a success. KS shared the draft Risk Register ahead of the meeting and requested that the group look in depth at the Risk Register as the aim is for this to become very much an inclusive document going forward. It was agreed that the reports should remain as an agenda item and continue to be shared with Group members. The reports remain an internal piece of work and questions that arise from the report to be discussed in the meeting and minted for wider circulation. Other than the layout of the document there were no comments from the group.

5. Communications (ALL)

- PC flagged to the group that the late start of the Civic Hub, thus a delay in providing Health facilities to Northstowe needs to be discussed amongst Delivery Group Members as how this should be addressed and the long term implications to residence
- PL highlighted the need for transparency and an in depth update on the Civic Hub at the Community Forum
- PL also raised concerns of the amount of miss information that circulating around the Local Centre

6. Dates for future meetings

The next meeting was confirmed for 14th March 2024.

7. AOB

CG provided a Faith Land and then a Community Gym and Cafe at the Northstowe Secondary College update to the group:

- A small degree of flexibility around the SPF funding has been obtained
- Further discussions have been had with Meridian Trust, they are finalising a spec to go out to market to obtain an operator for their entire dual use facility, including the Cafe and Gym. Meridian Trust will be asking for two approaches, one which incorporates the operator delivering the capital elements of the Gym and Café and the other one would assume that the trust that delivers the capital elements which would utilize the SPF funding. Essentially, once it is known what the market will offer there will be a much clearer sense of how much of the SPF funding will be required
- We've also had indications from Homes England that they would be willing to be flexible with forward funding. The revenue support contribution which they hold will make this available at an earlier point than the Section 106 suggest

ACTIONS

KD	To comprise a flow chart of the Civic Hub Governance route
FT	To speak to Health Colleagues at CCC
ALL	To decide which groups should be invited to the NDG meetings and when, subject matter and pressing issues dependant
ALL	To decide who from GP services should be invited to present at the Northstowe Forum
BH	To speak to AA to decide which stakeholders to invite to NDG meetings to make presentations to the group members
ALL	To decide after each Northstowe Delivery Group meeting if Homes England are to be invited to the next Delivery Group meeting, depending on the meeting subject matter that the time Ongoing
KD/MK	To arrange an informal Town Council meeting Ongoing- Aiming for after the delivery of the Phase 1 Community Centre