

Northstowe Delivery Group

Date: Thursday 16th May 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 Richard Owen (RO)	Northstowe Town Council
Anne Ainsworth (AA)	Chief Operating Officer and Senior Responsible Officer for the Northstowe Programme at SCDC
Kate Swan (KS)	Project Development Lead, Commercial Development & Investment
Clare Gibbons	Growth Manager – Communities
Kirstin Donaldson (KS)	Service Manager - Acquisitions & Development
Peter Campbell (PC)	Head Of Housing
Marriane Whitby (MW)	Development Project Manager- Acquisition and Development
Sophie Gerrish (SG)	Executive Assistant (Minute taker)

Apologies:

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
Cllr Tom Bygott (TB)	Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)

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:

KD	To comprise a flow chart of the Civic Hub Governance route Taken to Steering Group and Partners
ALL	To revisit the Civic Hub timeline and discuss what NDG members can do to ensure delivery is on track As above
SCDC Officers	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
ALL	To decide which groups should be invited to the NDG meetings and when, subject matter and pressing issues dependant Ongoing
ALL	To decide who from GP services should be invited to present at the Northstowe Forum Ongoing
BH	To speak to AA to decide which stakeholders to invite to NDG meetings to make presentations to the group members Ongoing
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

Faith Land (CG)

- Engaged extensively with faith and community groups at Northstowe
- Engaged with the faith groups in relation to working with colleagues in the urban design team, to provide prospective bidders with a design brief that they may use to help them understand the scope of what might be possible to build on the Faith and Community Land
- In terms of the land transfer have been negotiating with L&Q as to where the services must be supplied to the land and where they should enter the parcel which will be subject to a planning approval. Following this, we can work through the process of accepting land transfer from L&Q with a view to launching the yearlong bidding process at some point in Autumn
- Need to be fully satisfied as to the quality of that land and understand as much as possible about the nature of the land and indeed it's value before we launch the bidding process

Community Gym (CG)

- Unfortunately, the first round of procurement that was discussed in the previous meeting has not been successful, so the Partners have met again to refresh and agree a new approach
- The new approach is to move ahead with fitting out the cafe using the SPF funding that's been reserved for that purpose, retune refine the proposal that will go out to tender again looking for an operator advance those two approaches in parallel
- Conscious of the potential market competition, particularly with the Sports Pavilion just about to launch its own offer of food and beverages, however we do have this SPF funding and do have to complete the capital works and the dual use facility
- Further soft market testing to be undertaken and it is possible that the process could be further paused if the consensus is the market isn't going to be receptive at this time but we do need deliver the capital elements of the of the program

Permanent Community building (KD)

- Kier have been appointed as the contractor to deliver the phase One Community Centre
- Working with Communities to agree the name of the building and the way it is going to be constructed
- Due to the fact it is CLT building, a lot of the design work needs to be known going into the construction phase. Looking to do a workshop with the Town Council and others who are interested to understand the approach that may be taken in the future and how they see the operation of the building working, in order to construct the Building to meet the needs of any future Operator

Civic Hub (AA)

- In the process of refreshing the brief for the Civic Hub which will need to be mapped out with Partners and the Town Council

- Working with section 106 and other documents dating back to 2009 and realigning these with the vision and aspirations of 2024
- Met with Faithful and Gould Atkins who are employer's agent on the Civic Hub. They have a strong background in Northstowe with extensive experience working in the complex stakeholder partnership arena

Enterprise Zone and Local Centre (KD/AA)

- Discussions with Paul and other members of the Town Council have been ongoing about the plans for the Local Centre and Enterprise Zone
- As of the early part of this year now acquired the parcel known as Parcel 5. This has unlocked the whole of the site and puts us in a much better position to assess our options around the site and with the Community Centre starting on site, sets a benchmark of our expectations for what we expect to see in the Local Centre
- AA has now appointed a group called PRD who are going to present all the options of how our vision is best delivered comprising of the impact and pros/cons of elements such as direct delivery, development agreement, a corporate joint venture, a contractual joint venture or a land sale model.
- Following on from PRD engagement, the aim is to then hold a couple of workshop style sessions with Leadership Team at SCDC, Cllr Peter McDonald and Informal Cabinet to ensure there is complete clarity on the implications of the choice that Members will ultimately make

4. Highlight Report (KS)

This document was shared with the group confidentially ahead of the meeting and comments were invited. The document is a work in process and as always, the group were reminded to have an open conversation about how they would want the Highlight report presented.

5. Community Forum (CG/ALL)

- The previous Forum was an agreed success
- The new location of the Sports Pavilion was noted as a better Location for the Forum and it was agreed this should remain as the new Forum venue going forward
- Health Services communication needs to be addressed as per the NDG actions
- Have agreement from our HealthPartners that Commissioners will be available for the next Community forum on 11th September
- It was agreed that communication needs to align on Health updates at the next Forum whilst being mindful that the responsibility of this group is the building not the provisions

6. Communications (ALL)

- Covered throughout the meeting

7. Dates for future meetings

The next meeting was confirmed for 20th June 2024

8. AOB

- PL highlighted in relation to the Civic Hub, the Town Council have a meeting with Homes England on Friday (17/05/24) for a briefing on what is going to change on the Town Centre. Homes England have been asked to provide context for why they need to make changes to it in advance of them submitting their planning application, which is expected next month. All Councillors are invited to meeting, with the hope to be far more well briefed for the future
- Cllr Henry Batchelor confirmed as new Chair of the NDG meetings

ACTIONS:

AA/CG	To arrange a Pre- Forum meeting with Town Council to discuss Health Facilities ahead of Septembers Forum
KD	To comprise a flow chart of the Civic Hub Governance route Taken to Steering Group and Partners
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