



North West Cambridge Development - Community Group Meeting  
Minutes of the meeting held on 13 May 2013  
At Atlas Room, Hotel Felix

**Those present**

Dr Belinda Brooks-Gordon (BBG)  
Cllr John Hipkin (JH)  
Cllr Philip Tucker (PT)  
Jenny Greene, NAFRA representative (JG)  
Helen Hutchinson, Windsor Road RA (Chair) (HH)  
Rev Dr Janet Bunker (The Parish of Ascension) (JB)  
Cllr John Reynolds (JR)  
Eric Marland, Lettering Artist (EM)  
Gerko Pietzsche, Conduit Head Road (GP)  
Joanna Pepke-Zaba, Conduit Head Road (JP)  
Jenifer and Ian Glynn, Conduit Head Road (JGI)

**Additional invitees**

Geoff Cook, Faith Representative Group (GC)  
Edward Cearns, Faith Representative Group (EC)  
Mirza Baig, Faith Representative Group (MB)  
Joanne King, Adult Education Coordinator (JK)  
Paula Bishop, Children and Young People's Service Manager (PB)  
Emily Haysom, Local Authorities (EH)  
Sophie Pain, Local Authorities (SP)  
Trevor Woollams, Local Authorities (TW)

**Consultants and Architects**

Stuart McKnight, Muma (SM)  
Jonathan Black, Muma (JB)  
Heather Topel, Aecom (HT)  
Joe Mothersole, Turner and Townsend (JM)

**University**

Roger Taylor (RT)  
Biky Wan (BW)

**Apologies**

Cllr Thomas Bygott  
Lawrence Greene  
Hugh Taylor  
Ann Mullinger  
Morcom Lunt  
Aaron Walker  
Bob Dawson  
Clare Macrae  
Cllr Fiona Whelan  
Anne Rennie  
Cllr Simon Kightley  
Dave Allen, Cambridgeshire Fire and Rescue Service

**1. Introductions were made**

**2. The minutes of the meeting were agreed and no matters arising.**

**3. RT gave an update on the Project (including the Primary School and Construction Access) and answered questions in general about the scheme.**

Q: Will there be construction traffic along Huntingdon Road? (JH)

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A: RT: There will be no construction access from Huntingdon Road. The use of the Construction Access route from Madingley Road will see construction traffic entering the site as close as possible to the M11 to prevent it travelling too far down Madingley Road.

**4. HT summarised the broader North West Cambridge Community Strategy before SM gave a presentation on the architectural design of the Community Centre and Nursery**

The group then asked questions and raised issues which the team responded to.

**Q: Will there be a balcony in the main hall? (GC)**

A: (SM) There will be a balcony that would primarily be intended for technical use, sound desks etc. On occasion this could provide extra space to accommodate up to 20 people seated.

**Q: How many homes will be in the development (MB)**

A: (HT) There will be 3,000 homes in total. Phase One will have 530 University homes and 400 market homes. There will be four faith worker homes available throughout the development for rent on the same basis as the key-worker rental scheme.

**Q: Are mature trees being planted, otherwise it will take many years for the trees to mature? How will tree replacement/long term maintenance be handled? (JR)**

A: (SM) There is a budget for mature trees up to 5m height that will be planted. There will be a maintenance plan and the University is committed to replacing them at appropriate times. (RT): In addition to the Community Centre, there will be mature trees in the local centre of a similar age. Mature trees and trees of other ages as well as indigenous trees would be located across the site - there will be a layer of maturity across the scheme.

**Q: Will the houses all have garages? (JGI)**

A: (RT) No. For market housing, car parking is being provided on average across the site at 1.5 spaces per dwelling. For the University key-worker housing, car ownership is lower in this group so it will be much less at half the allowance of the market housing accommodation. University staff will have to apply and rent a car parking space and the allocated spaces will be grouped in particular areas.

**Q: Are there hard areas in the nursery and walled gardens? (HH)**

A: (SM) Approximately 50% of the Nursery play garden would be hard landscaped including the cloister area. The remainder of this will have soft landscaping and planting. There will be bound or bonded gravel in the community centre garden and walled garden area.

**Q: Is it possible to increase the capacity of the space by opening up the large meeting room to the main hall? (EC)**

A: (SM) This would not be possible as the spaces have been designed so that they are acoustically separated. Designing that out would compromise the acoustics of both spaces, their storage areas and the kitchenette in the large meeting room. Feedback from consultation has indicated that the current arrangement of spaces is preferable.

**Q: Will there be any exhibition space for art displays? (EM)**

A: (SM) The design aims to be flexible so there is every possibility for spaces, such as the foyer and large meeting room to be made available for exhibitions and these would need to be booked through the JV.

**Q: How do you encourage passive surveillance? (PT)**

A: (SM) For the Community Centre and Nursery we have consulted Secure by Design who were pleased with the proposals. (HT) There will be lots of activity around the heart of the local centre.

**Q: Have you considered flooring and the flexibility that this requires, e.g. for classical music concerts and dance classes? (JG)**

A: There will be a durable, timber sprung dance floor that would be suitable for a range of uses, and it will have under-floor heating to maintain comfort.

**Q: Will the Community Centre/ Nursery / Primary School all be working in tandem to fit with families' needs and routines? (JG)**

A: (RT) The Primary School will have an Early Years facility. The Nursery will be for employees of the University only, not for members of the public. It is difficult to say definitively as it depends on the Primary School operator.

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**Q: Have you considered a more ambitious catering offer where the kitchen facilities are concerned, for instance a commercial or social enterprise selling local produce? (EC)**

A: (RT) The local centre will have a broad range of commercial activities. There will be a supermarket, unit shops, a University café for the public to use and these outlets also need to be a commercial success. However, in time as the Community Centre and local centre evolves, it may be possible for the kitchen facilities to be developed in such a way. (TW) The local authorities would like to get the Centre used well first and then assess the situation as things evolve.

**Q: Will there be parking for the supermarket? (JGI)**

A: (RT) Yes. There will be underground parking.

**Q: Can you tell us about the staging and how the acoustic curtains will impact on the daylight in the main hall? (PT)**

A: (SM) It will be a temporary removable stage. This has also been informed by consultation with the community centre managers who suggested it would preferable to hire this in, as otherwise it would require a significant amount of storage space. The acoustic curtains at mid-level and the acoustic banners at high level will provide varying levels of acoustics for the hall. To achieve the shortest reverberation time, the banners will need to be deployed in front of the clerestory windows which will restrict daylight. This may be acceptable for most events requiring this acoustic i.e. a film screening. There is flexibility for the users to adjust the acoustic and daylight depending on their priorities for each event i.e. allowing more daylight in by not fully deploying the high level drapes. This will have a resultant effect on the acoustic. Even when the acoustic banners are deployed, there can always be a sense of outside as there are also windows at both ends of the main hall.

**Q: What storage for seating is there in the main hall? (HH)**

A: (SM) Storage areas are provided in the main hall for the chairs. The size of this has been informed by consultation.

**Q: How local will the local centre be? St Augustine's is more of a local community hall. West Road caters for a wide range of groups across the city. The superb facilities will mean that it is popular and that it could potentially detract from the availability of local users. The space should serve the local new and existing community. (JH)**

A: (RT) The Section 106 obligation is for the Community Centre to be made available to Cambridge as a whole and its usage will depend on its popularity. There will be a booking facility run with the local authority via a Joint Venture. The University would prefer the space to be for local use. (TW) There will be a hiring policy and there may be city-wide user groups interested in using the space. There will be a balance of local and wider user groups to ensure that it is used well. An evolving hire policy will be looked at as part of the JV.

(JH) The elasticity of the user-hire policy of the Community centre needed to be firmed up.

**Q: Will there be a Centre Manager? (JB)**

A: (SM) Yes, it is anticipated to have one full-time member of staff and one part-time. There will be an office by the entrance and a servery that is designed to accommodate two people. (RT) There will be a connection to the University estate team for out-of-hours requirements.

**Q: Are there changing facilities for the sports pitches? (PT)**

A: (HT) There is a pavilion beside each of the sports pitches that will be used for this purpose.

It was agreed that a selective summary of the presentation would be prepared and circulated.

## **5. Next meeting**

It was decided that the Local Centre would be the topic for the next meeting. No date or month was suggested. An autumn meeting would fall in line with the regularity of meeting dates for the group.

## **6. AOB**

(EH) There will be a meeting on 18 June given by the local authorities on Community Facilities covering the quadrant

(JB) raised the name of the development and RT confirmed that there would be stakeholder engagement on this process.