



## GREATER CAMBRIDGE CITY DEAL EXECUTIVE BOARD

Minutes of the Greater Cambridge City Deal Executive Board held on  
Thursday, 3 December 2015 at 2.00 p.m.

PRESENT:

### Members of the Greater Cambridge City Deal Executive Board:

Councillor Lewis Herbert	Cambridge City Council (Chairman)
Councillor Ray Manning	South Cambridgeshire District Council (Vice-Chairman)
John Bridge OBE	Greater Cambridge Greater Peterborough Enterprise Partnership
Councillor Steve Count	Cambridgeshire County Council
Professor Jeremy Sanders CBE	University of Cambridge

### Members of the Greater Cambridge City Deal Joint Assembly in attendance:

Councillor Tim Bick	Cambridge City Council and Chairman of the Joint Assembly
Professor Nigel Slater	University of Cambridge

### Officers/advisors:

Andrew Limb	Cambridge City Council
Aaron Blowers	City Deal Partnership
Tanya Sheridan	City Deal Partnership
Graham Hughes	Cambridgeshire County Council
Stuart Walmsley	Cambridgeshire County Council
Michaela Eschbach	Form the Future
Alex Colyer	South Cambridgeshire District Council
Graham Watts	South Cambridgeshire District Council

## 1. APOLOGIES FOR ABSENCE

No apologies for absence were received.

Councillor Lewis Herbert, Chairman of the Executive Board, took this opportunity to thank Professor Jeremy Sanders from the University of Cambridge for his significant contributions to the Greater Cambridge City Deal as a Member of the Board. This would be Professor Sanders' last meeting, with Professor Nigel Slater appointed as his replacement representing the University with effect from 1 January 2016.

Having received a nomination from the University of Cambridge to fill a vacant position on the Joint Assembly, the Executive Board **AGREED** to co-opt Dr John Wells, Chief Operating Officer at the Cancer Research UK Cambridge Institute, onto the Assembly.

## 2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 3 November 2015 were confirmed and signed by the Chairman as a correct record.

## 3. DECLARATIONS OF INTEREST

No declarations of interest were made.

## 4. PUBLIC QUESTIONS

### Statement from Edward Leigh

Mr Leigh had circulated a report on smart traffic management, which he explained was a system where centrally-controlled traffic signals and sensors regulated the flow of traffic through the city in response to demand. He said that benefits of introducing such a system to the network could include:

- smoother traffic flow, responsive to demand;
- reduced pollution because of less stop-start driving;
- more priority for buses;
- faster and more effective responses to traffic incidents, especially on the A14 and M11 using predetermined responses to sudden increases in traffic on any of the ten radials;
- enabling inbound flow control, which was the name now used for the term 'gating'.

Councillor Lewis Herbert, Chairman of the Executive Board, referred to the call for evidence sessions that were in the process of being held with regard to dealing with congestion in Cambridge. He said that the concept of flow control and other such measures would be included as part of ideas submitted at those sessions. A report on outcomes would be reported to the Joint Assembly on 17 December 2015 and the Executive Board on 15 January 2016, further to which it was likely that proposals would be put forward for further consideration in the Summer.

Councillor Herbert thanked Mr Leigh for his report and said that all responses to the call for evidence sessions would be made available on the City Deal website.

## 5. REPORTS AND RECOMMENDATIONS FROM THE JOINT ASSEMBLY

Councillor Tim Bick, Chairman of the Joint Assembly, presented his report on recommendations agreed further to the meeting of the Assembly on 13 November 2015.

It was agreed that Councillor Bick would introduce recommendations relating to items on the agenda for this meeting at the relevant part of the meeting.

The Executive Board **NOTED** the report.

## 6. WESTERN ORBITAL - OPTIONS AND APPROVAL TO CONSULT

The Executive Board considered a report which set out the early development work that had occurred for the Western Orbital project, together with a proposed timetable for further work to link with the emerging A428/A1303 Madingley Road corridor scheme.

Stuart Walmsley, Head of Major Infrastructure Delivery at Cambridgeshire County Council, presented the report and reminded Executive Board Members that the Western Orbital had not been included in the list of prioritised schemes for tranche one of the City Deal, but was approved for early development as a tranche two scheme. There were strategic links between the Western Orbital and the A428/A1303 schemes, so there was a case for bringing forward work for the Western Orbital in order that full consideration could be given to the preferred option for each scheme.

Mr Walmsley emphasised that the scheme was at a very early stage in its development and presented a map, set out as Figure 1 in the report, providing the key locations within the Western Orbital study area and outlining the merits of the scheme. The report set out provisional options, including high-level key benefits and early estimated indicative costs. It was noted that the purpose of the project at this stage was to test acceptance of the scheme in terms of viability, deliverability, its business case and whether there were any commercial opportunities. A detailed feasibility assessment would form part of the next stage, including a public consultation on the principles of the scheme and further stakeholder engagement.

Councillor Tim Bick, Chairman of the Joint Assembly, reported that the Assembly had considered this report at its meeting on 13 November 2015. He highlighted the following points agreed with officers during discussion at the meeting in relation to the report:

- it had been confirmed that the prospect of agreement to use the accommodation bridge over the M11 at Junction 11 for buses would be confirmed prior to any initial public consultation;
- officers had agreed to consider how they could explain in the consultation the constraints that existed on varying individual traffic management measures solely to support traffic flow on and off the M11, as they each had a role to play within the broader system;
- a study of home addresses of commuters to the Biomedical Campus had been carried out by employers, showing a concentration in the CB23 and CB24 postcode areas, implicitly strengthening the case for a western orbital bus route. The results of this study would be shared with officers;
- a suggestion was made for bus operators to be invited to meet with the Joint Assembly to discuss their approach to orbital routes of the kind proposed;
- the potential contribution of a Park and Ride site on Huntingdon Road to intercept southbound traffic from the A14 would be evaluated alongside the options identified in the report.

Councillor Bick reported that a number of Joint Assembly Members had expressed support for encouraging cycling from Park and Ride sites or providing additional, specific Park and Cycle points.

In terms of the proposed consultation, even given it was at the initial, conceptual stage, Members of the Assembly indicated that they would like to be satisfied that the above issues were addressed before the consultation was published in order that they could be confident that what was sent out to the public was clear and well explained. He acknowledged that this would cause a slight delay to the start of the consultation, but the Assembly considered this should be tolerable given that the project was expected to be delivered only in tranche 2 and that there would still be sufficient time for development work during tranche 1. The Joint Assembly supported the recommendations contained within the report, subject to the public consultation timetable being amended so that it commenced in the Spring 2016 in order that a draft of the consultation document could be considered by the Joint Assembly and Executive Board at their February and March

meetings, respectively.

Mr Walmsley confirmed that consideration of a Huntingdon Road Park and Ride site would be included in the consultation as part of the overall package of measures. He highlighted, however, that this would be dependant on Highways England in view of the fact that it owned the A14, although it was noted that this was not directly related to the Western Orbital corridor scheme.

John Bridge, representing the Local Enterprise Partnership, asked for an update on the stand alone project relating to bus priority options for Junction 11 of the M11, which the Board had previously agreed. Mr Walmsley referred to a briefing note within the agenda pack for this meeting and said that officers had been in discussions with Highways England. He gave an assurance that officers were committed to this project and that a great deal of work had been undertaken behind the scenes. Mr Bridge responded and was frustrated with the delay in progressing this project further. Graham Hughes, Executive Director of Economy, Transport and Environment at Cambridgeshire County Council, said that there were still a number of uncertainties with this project in terms of whether Highways England would agree that it was an acceptable scheme and whether the scheme's business case would be sufficient enough to meet the very strict criteria set by the Department for Transport. He confirmed that a more substantial report would be submitted to the Board as soon as any further information became available.

Councillor Steve Count, Leader of Cambridgeshire County Council, in discussing the Joint Assembly's recommendation to delay the consultation, was of the opinion that any further consideration of the consultation document could become restrictive. In view of it being a high-level, conceptual consultation he believed that it should go ahead in accordance with the originally proposed timetable.

Councillor Lewis Herbert, Chairman of the Executive Board, made the point that this scheme would undergo a minimum of two public consultations as part of the process and agreed that it should proceed as originally proposed. He emphasised that there would be further opportunities as part of further stages of the scheme for Joint Assembly and Executive Board Members to have an input. Councillor Herbert thanked Councillor Bick and the Joint Assembly for their comments and suggested that the draft document could be shared with all Executive Board and Joint Assembly Members prior to its publication.

The Executive Board:

- (a) **NOTED** the findings from the early Western Orbital technical report.
- (b) **APPROVED** the development of further work on the scheme for public consultation in February and March 2016 on the basis of the options set out in Appendix 1 of the report.
- (c) **NOTED** the progress made on assessing stand alone bus priority options for M11 Junction 11.

## **7. INITIAL PRIORITISATION OF SCHEMES FOR TRANCHE 2 - REPORT ON FURTHER ECONOMIC APPRAISAL**

The Executive Board considered a report which outlined the proposed process and timescale for making decisions on priority schemes for tranche 2 of the Greater Cambridge City Deal infrastructure programme.

Stuart Walmsley, Cambridgeshire County Council's Head of Major Infrastructure Delivery, presented the report and reminded the Executive Board that it had agreed to prioritise £180 million worth of projects in tranche 1 of the City Deal programme for the £100 million of grant funding available over that five year period. The schemes that remained from the indicative City Deal programme that were not prioritised for investment in tranche 1 were set out in the report at paragraph 8. It was emphasised that in addition to these schemes other proposals or schemes may come forward from the work underway on the Cambridge Access Study or from the Smart Cities project.

A proposed approach and timeline for the tranche 2 programme prioritisation was set out in table 1 of the report.

Councillor Tim Bick, Chairman of the Joint Assembly, reported that the Assembly had considered this report at its meeting on 13 November 2015.

He highlighted that County Councillor Susan van de Ven provided the Assembly with a statement on progress with the Cambridge to Royston A10 cycle scheme. She had reported that the southern part of the route between Royston and Meldreth remained unfunded and sought inclusion of this as a scheme within tranche 2 of the City Deal programme.

Councillor Bick reported that the Joint Assembly had recommended the addition of the following two schemes to the list of schemes set out in the report for assessment as part of tranche 2:

- a city centre bus and coach capacity management scheme;
- a Huntingdon Park and Ride site.

The Assembly had also proposed the deletion of the word 'Station' in respect of the Newmarket Road to Cambridge Science Park Station scheme included within the report, so that it was not limited to the new railway station.

Councillor Lewis Herbert, Chairman of the Executive Board, asked whether city centre bus and coach capacity management would be included in the Cambridge Access Study. Mr Walmsley confirmed that this issue would be incorporated as part of the wider capacity study of the city centre.

Discussion ensued on the proposal to remove the word 'Station' from the Newmarket to Cambridge Science Park Station scheme. The Board agreed that the word 'Station' should be retained as removing it would give the wrong impression as to what the scheme sought to achieve.

Councillor Steve Count, Leader of Cambridgeshire County Council, referred to the County Council's local highways improvement fund which was a fund that the County Council allocated on a match-fund basis and he cited this as a good example of how match-funding could work. Councillor Count asked whether there were any opportunities for a similar arrangement to be put in place for tranche 2 of the City Deal programme. Graham Hughes, Executive Director of Economy, Transport and Environment at Cambridgeshire County Council, agreed that the local highways improvement fund had been successful but explained that the scale of the schemes delivered through that funding mechanism had been quite small in comparison to the schemes proposed as part of the City Deal. However, he supported the principle and said it would be worth investigating opportunities for match-funding in this way for City Deal schemes.

The Executive Board:

- (a) **APPROVED** the process and timescales for agreeing the Tranche 2 prioritised infrastructure investment programme.
- (b) **APPROVED** preparatory work to support and inform Tranche 2 decisions, including scheme assessment and interim work for the Local Plans regarding Cambridge Northern Fringe East, and **APPROVED** funding from the prioritised 'Tranche 2 programme development' budget to cover one third of the cost of the Cambridge Northern East Fringe work (estimated at £70,000) as part of the pipeline work.
- (c) **AGREED** to make the following amendments to the list of schemes set out in paragraph 8 of the report:
  - the inclusion of a scheme which comprises city centre bus and coach capacity management;
  - the addition of a Huntingdon Road Park and Ride scheme.
- (d) **REQUESTED** that officers investigate options for match-funding in respect of Tranche 2 schemes.

## 8. WORKSTREAM UPDATE

The Executive Board considered a briefing note which set out updates for each City Deal workstream and took this opportunity to consider the Greater Cambridge City Deal Forward Plan.

Tanya Sheridan, City Deal Programme Director, presented the briefing note and highlighted the following points:

- the A1307 corridor scheme would now be reported to the Joint Assembly and Executive Board later than anticipated and was scheduled for inclusion on agendas for the February and March meetings, respectively;
- recruitment for the Strategic Communications Manager position was ongoing, with the deadline for applications having now passed;
- the Joint Assembly meeting in December and subsequent Executive Board meeting on 15 January 2016 would consider the outcomes of the call for evidence sessions in relation to City centre congestion.

Councillor Tim Bick, Chairman of the Joint Assembly, reported that the Assembly had considered this workstream update at its meeting on 13 November 2015 and reported the following points registered by Assembly Members:

- some anxiety was expressed about the continued delay in appointing a Strategic Communications Manager;
- concerns were expressed over the revised timetabling of the A1307 transport scheme in terms of reporting to the Joint Assembly and Executive Board and questions had also been raised as to whether the work officers were doing on this scheme addressed the entirety of the scheme the Board had approved;
- a request was made for an update on progress in the formation of a Greater Cambridge Combined Authority, embracing the City Deal, and its relationship to the other current agenda for a Cambridgeshire and Peterborough Combined Authority.

Councillor Lewis Herbert, Chairman of the Executive Board, agreed with the comments in respect of the Strategic Communications Manager post. He said that he and officers had been looking at key communications messages required early in 2016 in order that progress was being made prior to the post holder being in place. Tanya Sheridan, City Deal Programme Director, was confident that an appointment would be made as a result of this latest recruitment process.

Graham Hughes, Cambridgeshire County Council's Executive Director of Economy, Transport and Environment confirmed that he had investigated the A1307 scheme and was confident that his team would deliver a package of works that reflected what had been agreed by the Board through the City Deal infrastructure scheme prioritisation process. Councillor Steve Count, Leader of Cambridgeshire County Council, highlighted that, despite the revised timetable for this scheme, the results of the initial public consultation would still be reported to the Joint Assembly and Executive Board as part of their November 2016 meeting cycle as originally proposed. He therefore asked whether proposed timetables for City Deal infrastructure scheme consultations should be revisited and suggested seeking external advice to see how the consultation process could potentially be speeded up. The Board agreed that it should be challenging itself and asked officers to follow this up.

The Executive Board **NOTED** the City Deal Workstream update report.

## **9. SIX-MONTHLY REPORT ON SKILLS**

Consideration was given to a report which outlined progress towards a Skills Service for the Greater Cambridge area.

Michaela Eschbach of Form the Future presented the report and highlighted that the Skills Service would help to achieve the City Deal objective of promoting at least an additional 420 apprenticeships in key areas of need over the first five years of the City Deal and generally increase the employability of young people. She reported that her organisation, Form the Future, had been appointed to deliver the Skills Service following a tendering process and that it was preparing to launch the service now that the contract had been signed. A number of examples were put forward of events that had already taken place across the Greater Cambridge and East Cambridgeshire areas. Appended to the report was a set of key performance indicators for the Skills Service, which had been agreed as part of finalising the contract with Form the Future.

It was noted that routine monitoring of the progress of the service against the achievement of the core objectives would be undertaken by an Advisory Group comprising the City Deal Joint Assembly sub-group with update reports to the Assembly and Board when necessary.

Councillor Tim Bick, Chairman of the Joint Assembly, reported that the Assembly had considered this report at its meeting on 13 November 2015 and that it welcomed the award of the Skills Service contract to Form the Future. He said that the Assembly looked forward to the convening of the sub-group to fulfil its advisory and reporting role with the Skills Service. He expected the group to discuss key performance indicators in more detail with the Skills Team, including consideration of some measure of outcomes in terms of supply meeting demand, to supplement the measures of activity.

Councillor Steve Count, Leader of Cambridgeshire County Council, was very impressed with the professionalism of Form the Future and felt that the Key Performance Indicators were a good set of indicators by which to take the Skills Service forward. He asked how Members of the Board and Assembly would be kept informed of progress and it was noted

that the Advisory Group would receive regular reports, with reports also submitted back to the Assembly and Board as appropriate. In addition, Board Members suggested inviting representatives from Form the Future to a future meeting of the Executive Board.

In terms of meeting demand for skills that were needed by the local economy, John Bridge, Chairman of the Cambridge Chamber of Commerce and Local Enterprise Partnership representative on the Board, emphasised the importance of working with colleges to ensure that they were providing the right opportunities for young people. He cited Peterborough Regional College as an example of an institution that was already delivering this well and said that this engagement with colleges in the Greater Cambridge area would be needed.

The Executive Board **NOTED** the six-monthly report and progress towards the establishment of a Greater Cambridgeshire Skills Service.

#### **10. GREATER CAMBRIDGE CITY DEAL FORWARD PLAN**

Consideration was given to the Greater Cambridge City Deal Forward Plan.

Discussion ensued on the meeting of the Executive Board scheduled to be held on 8 April 2016 and the fact that it had a relatively light agenda, consisting of items on cross-city cycling and a workstream update, and that this was scheduled to be held during the election period. It was suggested that this meeting, and the corresponding meeting of the Joint Assembly, should be cancelled, unless there was anything contentious received as part of the consultation that specifically required consideration by the Board and Assembly. This would mean that background work could still take place on the scheme prior to a decision by the Board being made at the June cycle of meetings, ensuring that the cancellation of meetings in April did not delay delivery of the scheme. Members agreed with this as a way forward and noted that a report would still be circulated, for information, to all Members of the Board and Assembly on the results of the consultation in April.

The Executive Board **NOTED** the City Deal Forward Plan.

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**The Meeting ended at 3.25 p.m.**

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