

GREATER CAMBRIDGE CITY DEAL EXECUTIVE BOARD

Notes of the Greater Cambridge City Deal Shadow Board held on
Wednesday, 10 December 2014 at 2.00 p.m.

PRESENT: Councillor Ray Manning (South Cambridgeshire District Council) in the Chair

Board Members:	Councillor Steve Count	Cambridgeshire County Council
	Councillor Lewis Herbert	Cambridge City Council
	Neil Darwin	Greater Cambridge Greater Peterborough Enterprise Partnership
	Professor Jeremy Sanders	University of Cambridge

Officers/Advisors:	Aaron Blowers	Cambridgeshire County Council
	Greg Callaghan	Peter Brett Associates (representing the University of Cambridge)
	Alex Colyer	South Cambridgeshire District Council
	Graham Hughes	Cambridgeshire County Council
	Jean Hunter	South Cambridgeshire District Council
	Antoinette Jackson	Cambridge City Council
	Andrew Limb	Cambridge City Council
	Mark Lloyd	Cambridgeshire County Council
	Graham Watts	South Cambridgeshire District Council

1. APOLOGIES FOR ABSENCE

No apologies for absence were received.

2. NOTES OF THE PREVIOUS MEETING HELD ON 18 NOVEMBER 2014

The notes of the previous meeting held on 18 November 2014 were **AGREED** as a correct record.

3. REPORTS AND RECOMMENDATIONS FROM THE JOINT ASSEMBLY

This item would be a standing item on the agenda for the Executive Board, to facilitate the receipt of any reports or recommendations from the Joint Assembly. Subject to governance arrangements being agreed by all partner organisations, the first meeting of the Joint Assembly would be held in January 2015.

4. FEEDBACK FROM STAKEHOLDER BRIEFINGS

Councillor Lewis Herbert, Leader of Cambridge City Council, had attended the stakeholder briefing on 2 December 2014 which focussed mainly on transport. 30 people were in attendance and useful discussions were held, with questions asked around how the City Deal investment would link to public transport. Councillor Herbert informed those at the briefing that the Leaders of the three partner Councils were due to meet with representatives of Stagecoach in due course. He also highlighted the importance in transport links between West Cambridge and the University as well as between South Cambridge and the Science Park.

The Shadow Board noted that a stakeholder briefing would be held in the evening of 10 December 2014 with Cambridge Residents' Association representatives.

Councillor Ray Manning, Leader of South Cambridgeshire District Council, reported that he had attended two stakeholder briefings; one with Parish Councils and the other with the business community. A number of interesting questions were asked at both briefings and Councillor Manning was pleased that so many people had attended.

It was noted that the key issues raised from each of the stakeholder briefings would be circulated to Members of the Shadow Board in due course.

The update was **NOTED**.

5. CAMBRIDGE PROMOTION AGENCY

Claire Ruskin, Chief Executive Officer of Cambridge Network, provided the Shadow Board with an overview of the Cambridge Promotion Agency.

The following points were noted as part of her presentation and discussion by Board Members regarding the role of the Agency itself and the challenges facing the area with regard to attracting new businesses and entrepreneurs:

- there was significant competition in attracting entrepreneurs and businesses to the area, not only from other cities in this country but from cities internationally;
- the brand of 'Cambridge' meant that the area could compete internationally;
- infrastructure would be very important and the Greater Cambridge area needed to get this right;
- the Cambridge Network was set up about 15 years ago and represented approximately 15,000 businesses in the region;
- the Cambridge Promotion Agency would seek to provide a consistent message and guidance when receiving enquires from people considering whether or not to locate their businesses in the area. It wanted to be an engine for growth in the region, having a wider impact on the rest of the United Kingdom;
- it would be important for the points of view of the Local Enterprise Partnership and UK Trade & Investment to be aligned, both with each other but also with the objectives of the Greater Cambridge City Deal;
- funding and resource were the biggest challenge facing the Agency, since it would receive no external funding;
- the Agency would be pleased to have the enthusiasm, trust and support of partners of the City Deal Shadow Board at this stage and was not asking for funding;
- the Agency wanted to see how it could help align with the City Deal as it would continue to have dialogue with the Government, so it made sense for there to be an integrated approach.

It was **AGREED** that a further report would be submitted to the Board in due course.

6. CAPITAL PROGRAMME IMPLEMENTATION

Graham Hughes, Executive Director of Economy, Transport and Environment at Cambridgeshire County Council, presented a report which outlined the process and overall timescales that were likely to be involved in the prioritisation, preparation and delivery of the Greater Cambridge City Deal capital programme.

Information relating to the prioritised infrastructure programme and scheme development and delivery was outlined in the report, together with a table setting out scheme development indicative timeframes.

It was noted that a tool had been put together to analyse each scheme in terms of its relative economic benefit and the economic growth resulting from the City Deal investment. In answer to a question about what data or information would be submitted to the Joint Assembly and Executive Board in January 2015, it was clarified that the Assembly and Board would both receive the outcomes of analytical work that would focus on economic benefit. The Assembly would initially consider these outcomes and make recommendations to the Board, which itself would be required to make a final decision at the end of January 2015 as to which schemes went forward.

Discussion ensued on staffing, particularly the need to recruit additional staff in order to deliver the City Deal programme. It was noted that all staff and consultancy costs involved in scheme development and delivery would be expected to be funded from the capital funding stream. Existing staff would charge time to the programme as appropriate, with detailed and auditable records being maintained through timesheets to ensure that only the appropriate costs were being charged to the City Deal work. In view of it being a five-year programme, Members were keen to ensure that, where possible, people were employed on fixed-term contracts rather than paid as consultants. Mr Hughes gave an assurance that this would occur where practical to do so. The full staffing and consultancy costs of each scheme could be confirmed and reported to Members at the close of each respective project.

Referring to the scheme development indicative timeframes table, Councillor Steve Count, Leader of Cambridgeshire County Council, asked whether any aspects could be delivered sooner than estimated. Mr Hughes highlighted that the necessary consultation and design processes for schemes did require a certain amount of time, which had been accounted for within the estimated timeframes published.

The Shadow Board:

- (a) **NOTED** the process that was being followed to deliver a recommended prioritised programme in January 2015, as outlined in section 3 of the report.
- (b) **NOTED** the process involved in the development, approval and delivery of major capital schemes, as outlined in section 4 of the report.
- (c) **ENDORSED** the principles of funding consultant and staff time where appropriate from the City Deal capital funding.
- (d) **ENDORSED** the recruitment of additional staff as necessary to develop and deliver schemes.

7. SKILLS

Graham Hughes, Executive Director of Economy, Transport and Environment at Cambridgeshire County Council, introduced this item and informed the Shadow Board that a meeting had been arranged with the Skills Funding Agency. The main aim of that meeting would be to discuss how the Greater Cambridge City Deal could influence the Skills Funding Agency. An update would be reported to the next meeting of the Board.

The Shadow Board **NOTED** the update.

8. JOINT ASSEMBLY CO-OPTED MEMBERS

Graham Watts, Democratic Services Team Leader at South Cambridgeshire District Council, presented a report on the process for the co-option of Joint Assembly Members nominated by the Greater Cambridge Greater Peterborough Enterprise Partnership and the University of Cambridge.

The Shadow Board **ENDORSED** the following nominations:

Greater Cambridge Greater Peterborough Enterprise Partnership

Sir Michael Marshall (Marshall Group)
Claire Ruskin (Cambridge Network)
Andy Williams (Astra Zeneca)

University of Cambridge

Anne Constantine (Cambridge Regional College)
Jane Ramsey (Cambridge University Health Partners - Addenbrookes)
Helen Valentine (Anglia Ruskin University)

These nominations would be ratified formally at the first meeting of the Executive Board in January 2015.

9. UPDATE ON PROGRESS WITH OTHER WORK STREAMS

Councillor Ray Manning, Leader of South Cambridgeshire District Council, introduced a progress report on the Greater Cambridge City Deal work streams and asked for updates on each work stream, which were noted as follows:

Communications

Briefings were in the process of being held with key stakeholders. A Greater Cambridge City Deal website was also being developed.

Finance

Each partner Council had now clarified their contributions which would feature in respective budgets next year. A more substantial report would be submitted to the next meeting.

Governance

The proposed governance arrangements for delivery of the City Deal were still in the process of going through the various decision-making processes of the three partner Councils. A minor amendment to the Standing Orders of the Executive Board had been proposed by South Cambridgeshire District Council. Cambridgeshire County Council was due to consider the governance proposals, including the proposed amendment, at its meeting of Full Council on 16 December 2014.

Housing

The governance arrangements for the Joint Venture were close to being agreed, details of which would be reported to the next meeting.

Gill Anderton at South Cambridgeshire District Council had been appointed to lead delivery of the Housing Development Vehicle across the Greater Cambridge area and it was hoped that this would tie in with the City Council as well. She was currently working with the County Council on 16 rural exception sites for affordable housing, with the first site having already been announced.

Investment

This update had already been considered at this meeting in a previous item.

Payment-by-results mechanism

Officers, on behalf of partners, continued to have discussions with Cabinet Office and looked forward to receiving feedback soon.

Skills

This update had already been considered at this meeting in a previous item.

Strategic Planning

Meetings between officers of the three partner Councils had taken place to initially discuss how transport planning and land use planning processes and items could be brought together. A report on this issue, with recommendations as to a way forward, would be presented to the Board in due course. There was nothing specific to report at this stage.

The Shadow Board **NOTED** the updates.

10. FORWARD PLAN

Consideration was given to the Forward Plan for the Greater Cambridge City Deal Joint Assembly and Executive Board.

It was noted that the Joint Assembly would be held on 12 January 2015 at South Cambridgeshire Hall in Cambourne, subject to governance arrangements being agreed by partner organisations.

The date of the Executive Board in January 2015 would be confirmed shortly.

The Shadow Board **NOTED** the Forward Plan for both bodies, taking into account reports due to be submitted to the Board from items considered earlier at this meeting.

11. PUBLIC QUESTIONS

No public questions were received.

The meeting ended at 3pm
