


Agenda Item No:	9	
Committee:	Cabinet	
Date:	27 June 2019	
Report Title:	Fenland Stations Regeneration Project Board	

Cover sheet:

1 Purpose / Summary

To consider the establishment of a Project Board for the Fenland Stations Regeneration work. To agree the Project Board remit, its membership and its terms of reference.

2 Background and Key issues

- In April 2012 FDC Cabinet approved the Fenland Rail Development Strategy 2011 - 2031. The Strategy is aligned to the Fenland Local Plan (adopted May 2014) and has 3 priorities - More Community Involvement, Better Stations and Rail Service Improvements.
- In partnership with the Hereward Community Rail Partnership high level masterplans have been developed for Manea (2014), March (2017) and Whittlesea (2013) Stations. These masterplans set out a range of short, medium and long term improvements for each of the railway stations, which aim to deliver the Better Stations Priority in the Fenland Rail Development Strategy
- In 2016 DfT awarded the new long term Anglia railway franchise to Abellio. Known as Greater Anglia the franchise includes commitments that help to deliver the station masterplans including ticket machines and customer information screens.
- Scoping and feasibility study work has been completed to date to facilitate the delivery of the Station Masterplan proposals. Some S106 developer funding has been secured towards specific items within individual masterplans.
- In 2017 (subsequently supported by Board papers in March 2018 and January 2019) the Fenland Stations Regeneration Project was successful in securing substantial funding of £9.5million. This was following a sifting and prioritisation exercise completed on all transport projects within Cambridgeshire and Peterborough, to determine the initial priority projects to be supported by the Cambridgeshire and Peterborough Combined Authority (CPCA).
- The programme is now moving towards the detailed design and implementation phases. A Project Board is therefore required to oversee the delivery of these phases of the project. The establishment of a Project Board will ensure that the Fenland Stations Regeneration Project is being delivered using the same approach as other CPCA sponsored transport projects in Fenland.
- The membership, objectives and Terms of Reference of the Fenland Stations Regeneration Project Board are detailed in attached Appendix A.

3 Recommendations

It is recommended that Cabinet:

- Approve the establishment of the Fenland Stations Regeneration Project Board
- Approve the membership, objectives and Terms of Reference of the Fenland Stations Regeneration Project Board as set out in Appendix A to this report

Wards Affected	All wards will benefit from upgraded railway stations as each station has a wide catchment area. Lattersey, Manea and March North wards will be more specifically affected as the locations where our railway stations are situated.
Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Seaton - Portfolio Holder for Social Mobility & Heritage
Report Originator(s)	Wendy Otter - Transport Development Manager Gary Garford - Corporate Director (Growth and Infrastructure)
Contact Officer(s)	Wendy Otter - Transport Development Manager Gary Garford - Corporate Director (Growth and Infrastructure) Paul Haynes - Railway Planning & Marketing Manager
Background Paper(s)	Fenland Stations Regeneration Project Board terms of Reference Fenland Stations Regeneration Project Board Communications Plan

Fenland Stations Regeneration Project Board

Appendix A Draft Terms of Reference

1. Background - What is the Fenland Stations Regeneration Project?

Introduction

FDC and our partners have been working with the railway industry, other project partners and the public on a programme to make significant improvements to our local railway at Manea, March and Whittlesea Stations.

To date high level masterplans have been produced for each station setting out a range of small, medium and large scale improvements. Scoping and feasibility study work has been undertaken (and in some cases is ongoing) to establish the key issues, some S106 funding has also been achieved. Improvements as part of the current Greater Anglia Railway Franchise (2016 – 2025/26) include projects such as customer information screens and ticket machines. Significant funding is however needed for the fully delivery and implementation of the Fenland Stations Regeneration Project.

Fenland Rail Development Strategy 2011 – 2031

The current programme started with this strategy being adopted by FDC Cabinet in April 2012. This ensured a strong policy context from which to deliver railway improvements. The Strategy is aligned to the Fenland Local Plan (adopted May 2014) and is a 20 year programme with 3 priorities – More Community Involvement, Better Stations and Rail Service Improvements. The programme relating to station improvements forms the Better Stations priority.

Further information about the strategy can be found from the following page on FDC website:
<http://www.fenland.gov.uk/article/3489/Fenland-Rail-Development-Strategy>

Cambridgeshire and Peterborough Combined Authority (CPCA)

The devolution deal agreed with Central Government in 2017 gave the Mayor and the Cambridgeshire and Peterborough Combined Authority power over certain transport functions, with the combined authority taking over the role of the Local Transport Authority from Cambridgeshire County Council and Peterborough City Council. One of the key responsibilities of the Local Transport Authority is the development of a new Local Transport Plan. The plan will provide a means to deliver sustainable growth across the area, supporting the Mayor's bold plans for housing and economic development and addressing historic deficits in transport investment.

Based on all the work completed in respect of the Fenland Stations Regeneration Programme to 2017, the programme was considered to be a priority. This followed a sifting and prioritisation exercise of all transport schemes in progress throughout the CPCA area. Approvals at CPCA Board meetings have since ensured that significant funding is available as follows:

- CPCA Board – 25 October 2017 - Priority transport schemes paper - £500,000 was allocated to Fenland Stations Regeneration to progress design work.
- CPCA Board – 28 March 2018 - Transport Delivery 2018/19 paper - £2.5million allocated to Fenland Stations Regeneration to progress design work.
- CPCA Board – 30 January 2019 - 2019/20 Budget and Medium term financial plan 2019 - 2023 - £2.7million for 2019/20, £3million for 2020/21 and £3million for 2021/22 has been allocated to Fenland Stations Regeneration to complete the design work and implement the programme.

2. Fenland Stations Regeneration Project Board

Objective:

The Project Board provides oversight for the continued development and delivery of the Fenland Stations Regeneration Project, and provides a forum for key issues to be considered and key decisions to be made. It is the vehicle by which the key strategic issues (including financial and legal) can be acknowledged, recorded and monitored.

Responsibilities:

The responsibilities of the Project Board relate to the design, delivery and implementation of the schemes within the Fenland Stations Regeneration Programme, they include but are not limited to the following:

- Approval of the Project Brief including its specific aims.
- The project programme from its inception to its conclusion
- Discuss and agree action regarding specific project constraints
- Review and approval of the procurement strategy
- To receive progress reports from the project team, review & confirm achievements at each major project milestone (or end of stage) and approve commencement of the next stage
- Provide direction and support to help resolve key project risks and issues
- To provide input and representation to the defined projects for their respective organisations
- To provide advice on local issues
- To provide their respective organisations' positions on all elements of the project
- To agree community engagement and public consultation strategy. Please note It is expected that any consultation will
- Authorise project closure and send project closure notification

Membership:

FDC Cabinet Member – Portfolio holder for Transport (Chairperson)

FDC Councillor for Manea – 1 member

FDC Councillor for March – 1 member

FDC Councillor for Whittlesea – 1 member

Manea Parish Council – 1 member

March Town Council – 1 member

Whittlesea Town Council – 1 member

Greater Anglia - 1 member

Hereward Community Rail Partnership (CRP) – 1 member which is expected to be the Chairperson

Network Rail – 1 member – other officers to attend as required to service meetings

A vice-chairperson should be elected from the membership of the group at the first Project Board meeting. This vice-chairperson is expected to deputise for the Chairperson.

It should be noted that only members listed above table or their nominated substitutes will have voting powers.

It is envisaged that the Project Board may also make recommendations to Fenland District Council's Cabinet, which would in turn make recommendations to the CPCA Board, the ultimate decision making body regarding funding. Please refer to Appendix 1 of these terms of reference paper to see further details of the Fenland Stations Regeneration Programme Governance Structure.

Officer and Project Support Staff:

The Project Board will be supported by officers from Fenland District Council and Cambridgeshire and Peterborough (CPCA) Combined Authority. Additional officer support will be brought into meetings as required. E.g. Communications Team Officer or specialist consultant.

Meetings

The Project Board will meet or hold a meeting or conference call at least every 3 months and at other times as necessary and at key stages of the project.

Each party may substitute attendees on an occasional basis; however substitutes should be briefed and empowered with the same authority as the usual attendee.

Communications

A Fenland Stations Regeneration Project Board Communications Strategy will also support this terms of reference document. This Strategy sets out protocols for communication in respect of the Fenland Stations Regeneration Project Board. Members have a role to adhere to the communications strategy to enable effective implementation of the programme.

Appendix 1 - Fenland Stations Regeneration Programme Governance Structure

