

Cambridgeshire & Peterborough Combined Authority
Pathfinder House
St Marys Street, Huntingdon
PE29 3TN

23rd October 2024

Mr [REDACTED]
[REDACTED]

Dear [REDACTED]

Re: Freedom of Information request ref CA353

Thank you for your request for information received on 7th October 2024. The response is given below:

Request

1 - How was the funding allocated from the ZEBRA grant for bus improvements to the commitment to proceed with the reinstatement of the busgate, as specified by Jessica Matthew in the agreement?

RESPONSE: It is important to clarify that the assumption that funding was allocated from the ZEBRA project for the bus gate is incorrect. The Combined Authority does not possess highway powers; therefore, any changes to Mill Road fall under the jurisdiction of Cambridgeshire County Council. As such, it would be beyond the CPCA's authority to allocate funds from bus services for road improvements. Officers have identified a notable discrepancy in the Department for Transport's (DfT) documentation regarding this matter, as the inclusion of this clause appears to be a clear error. This clause was neither requested by the CPCA nor discussed with us by the DfT prior to its inclusion.

Furthermore, the full funding for the ZEBRA initiative in Cambridgeshire was budgeted in advance and has been utilised according to the publicly announced budget, which explicitly does not include any reference to Mill Road.

2 - How much of the ZEBRA funding was allocated to the busgate scheme itself?

RESPONSE: I would like to clarify that this matter pertains specifically to highways management, which falls under the jurisdiction and responsibilities of the County Council. The work in question was overseen and managed by the County Council as part of their duties related to highway maintenance and development.

3 - How was that iterated and explained to the County Council? Was this as a meeting or by correspondence? Please provide any and all documents relating to this plan and how that co-operation between the CPCA and County Council was articulated and organised?

RESPONSE: During the development of the ZEBRA programme, the Combined Authority liaised with County Council and other stakeholders to ensure the programme remained deliverable. Please find attached two programme plans that illustrates how the delivery of the project evolved over time (Version 1.1 to Version 1.26). We have reviewed our records and can confirm that our engagements with the County Council were limited to the following:

1. Streetworks Access for Cable Laying to Cowley Road Depot: The engagement concerned securing access for streetworks related to cable laying.
2. Installation of a Power Charger at Babraham Park & Ride: This project was under the responsibility of the County Council in their capacity as the Local Highways Authority.

4 - The agreement written by Jessica Matthew, above, refers to a commitment from Dr Nik Johnson made some time in September 2021. How was this commitment made? Was it written or verbal? Please provide documents which record this commitment which show how it was made and when?

RESPONSE: To the best of officer's knowledge, no such commitment was made. There was press coverage of the meeting at the time on this, but no written communications has been identified. Mill Road was not discussed in any ZEBRA-related attended by Combined Authority officers with the DfT. It is also important to reiterate again that the Combined Authority does not hold authority over highway matters. As such, we appropriately refer such matters to the County Council (CCC), the Local Highways Authority responsible for such concerns.

5 - Please provide an overall explanation as to what the exact role of the CPCA is with regard to funding Highways & Transport Authority schemes such as the Mill Road busgate, because there is some confusion about what roles either authority plays and where accountability and liability lies for each of them. There would appear to be some cross-over but that is not clear.

RESPONSE: The Combined Authority does not hold authority over highway matters. The Combined Authority was the lead project sponsor for the project - i.e. the submission to central government was made via the Combined Authority through a partnership with other stakeholders. The Combined Authority and Greater Cambridge Partnership put forward a successful business case, submitted to the Department for Transport (DfT) in August 2021, for a grant of £4.295m to help fund the 30 buses. The grant represents 26% of the overall bus replacement project of over £16.5 million, with the balance being funded from the Cambridgeshire & Peterborough Combined Authority's Transforming Cities Fund, Greater Cambridge Partnership's City Deal and Stagecoach.

I hope this information is helpful but if you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review, you should write to us via our contact us email address: democratic.services@cambridgeshirepeterborough-ca.gov.uk or write a letter to Complaints, Cambridgeshire and Peterborough Combined Authority, 2nd Floor, Pathfinder House, St Mary's Street, Huntingdon, Cambs PE29 3TN within 40 days of the date of this e-mail.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or via their website: <https://ico.org.uk/>

Generally, the ICO will not undertake a review or make a decision on a request until the internal review process has been completed.

Yours sincerely



Sophie Purvis
Data Protection and Information Governance Assistant

Zero Emissions Buses Delivery

Programme plan v1.0

	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	
Project Initiation																		
ZEBRA announcement																		
Set up of the ZEBRA scheme project governance																		
Set up direct grant award																		
Workstream 1 Selection of Op partner, bus, power, charging partners																		
Launch of Consortium Grant Award																		
Bid evaluation for consortium Agreement																		
Contract negotiation & finalisation with consortium																		
Selected consortium announced																		
Finalisation of specification for buses & infrastructure																		
Devt of safety cases for vehicles and infrastructure																		
Workstream 2 Procurement & delivery of 30dds																		
Launch of bus procurement																		
Bus manufacturing																		
Bus delivery and commissioning																		
ZEBs begin operation																		
Workstream 3 Procurement by operator of 15 in-depot dual chargers																		
Site inspections and planning																		
Charger software integration																		
Installation time																		
Completion of installation 15 dual chargers																		
Workstream 4 Upgraded power grid connection																		
Collab planning with operator & power delivery partners																		
Permit for grid connection upgrade																		
Charger software integration																		
Installation - grid connection upgrade																		
Commissioning grid connection upgrade																		
Workstream 5 Procure 2 chargers for Babraham P&R (relies on solar scheme completion)																		
Site surveys for P&R charge station & pax loading																		
P&R charge station accessibility impact analysis																		
Permit application, planning & design																		
Charger software integration																		
Construct & install charge station.																		
Install power connection to solar installation																		
Completion of solar/battery and charge station																		
Workstream 6 Driver Training																		
Develop bus and infrastructure training manuals																		
Train Operations & maintenance leadership staff																		
Develop bus driver training pack																		
Train bus drivers																		
Workstream 7 Marketing & Comms																		
Marcomms strategy devt (by CPCA + Op)																		
Preparation of Marcomms material																		
Marcomms strategy delivery																		
Workstream 8 Monitoring & evaluation (M&E) set up																		
Co-design of M&E data capture mechanisms																		
Establish M&E data transport, storage, analysis capability																		
Develop M&E reports																		
OPERATIONAL DELIVERY																		
3 month trial testing compatability of vehicles & infra/s																		
Verification report @ trial end: assets fit for purpose																		
Data collection and submission to M&E																		
Monthly project update call																		
Quarterly & annual project reporting																		
M&E major reports in yrs 3, 6 and 9.																		
	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	

**Zero Emissions Buses Delivery
Programme plan v1.30**

SHAREPOINT: CPCA Team Site - Documents\Portfolio Workstreams\Transport and Infrastructure\02-Projects\Bus Reform\ZEBRA Application\ZED

Cambridge & Peterborough Combined Authority

			week commencing																																								
	Workstream Team	Task lead	July	11	18	25	Aug	1	8	15	22	29	Sep	5	12	19	26	3	10	17	24	31	Nov	7	14	21	28	Dec	5	12	19	26	Jan	2	9	16	23	30	Feb	6	13	20	27
Project Initiation																																											
Wording & signature of STG/CPCA GFA		OH/PW	[Yellow]																																								
Wording & signature of STG/GCP GFA		GCP	[Red] GCP legal team progressing																																								
Workstream1 Selection of Op partner, bus, power, charging partners																																											
Devt of safety cases for vehicles and infrastructure	Bus Op, Power Op	DR	[Green]																																								
Receipt of funds from GCP		IW	[Yellow]																																								
Workstream 2 Procurement & delivery of 30dds																																											
Bus manufacturing	Finance, Procurement	DR	[Green] delay due to safety concern at Volvo																																								
Bus delivery and commissioning		DR	[Red]																																								
ZEBs begin operation		DR	[Red]																																								
Workstream 3 Procurement by operator of 15 in-depot dual chargers																																											
Charger software integration	PW, CA, RE	OH, TA	[Red]																																								
Stagecoach procure project team to deliver power systems.		DR,TA,AC	[Green]																																								
Installation and depot fit out		AC	[Green]																																								
Completion of installation 15 dual chargers		AC	[Green]																																								
Workstream 4 Upgraded power grid connection																																											
Streetworks permit to install cable		AC	[Yellow]																																								
Permit for grid connection upgrade	PaulK + power suppliers	PK, AC	[Red]																																								
Charger software integration	CRB	PK, TA	[Yellow]																																								
Installation - grid connection upgrade		PK,OH,AC	[Green]																																								
Commissioning grid connection upgrade		PK, TA	[Green]																																								
Workstream 5 Procure 2 chargers for Babraham P&R (relies on solar scheme completion)																																											
Charger software integration		MC, TA, CRB	[Green]																																								
Construct & install charge station.		CCC contractors	[Yellow]																																								
Install power connection to solar installation		CCC contractors	[Green]																																								
Completion of solar/battery and charge station		CCC contractors	[Green]																																								
Workstream 6 Driver Training																																											
Develop bus and infrastructure training manuals	OSH, Bus ops	DR	[Green]																																								
Train Operations & maintenance leadership staff		DR team	[Green]																																								
Develop bus driver training pack		DR	[Green]																																								
Driver recruitmet if reqd		DR team	[Green]																																								
Train bus drivers		Dr team	[Green]																																								
Workstream 7 Marketing & Comms																																											
Marcomms strategy devt (by CPCA + Op)	EM, RC, GCP, Bus op	JS, LH	[Green]																																								
Preparation of Marcomms material		JS, LH	[Green]																																								
Marcomms strategy delivery		JS, LH	[Green]																																								
Workstream 8 Monitoring & evaluation (M&E) set up																																											

Milestones

14 February 2022	Place provisional order for 30 ZEBRA dds
30 March 2022	Sign off agreement to procure, own & operate 30 ZEBRA dds
29 April 2022	Confirm order for 30 ZEBRA dds
10 October 2022	Complete installation of power connection at Cowley Road
31 October 2022	Completion of depot works at Cowley Road
30 December 2022	Commence operation of ZEBRA buses on all Park & Ride routes
09 January 2023	Commence operation of ZEBRA buses on Citi2 service.
30 January 2023	Project Review Meeting