

MINUTES

Market Square Liaison Group Meeting

Date: Monday, 14 November 2022

Time: 2.30pm to 4pm

Venue: Microsoft Teams Video Call

Attendees:

Alison Oughton (AO) Jane Wilson (JW)
 Alan Wright (AW) Jemma Little (JL)
 Alison Stanley (AS) Jeremy Lovell (JL)
 Alison Wright (AW) Jinzhao Li (JL)
 Cath Conlon (CC) Joel Carré (JC)
 Charis Sutehall (CS) John Preston (JP)
 Christian Brady (CB) Jon Finney (JF)
 Claire Sunderland (CS) Kati Preston (KP)
 Cllr Alice Gilderdale (AG) Margaret Johnston (MJ)
 Cllr Katie Porrer (KP) Paul Neeve (PN)
 Cllr Naomi Bennett (NB) Pauline Smit (Note taker)
 Cllr Rosy Moore (chair) Phil McIntosh (PM)
 Cllr Tim Bick (TB) Robert Gardiner (RG)
 Dafydd Rogers (DR) Sarah French (SF)
 Dave Griffin (DG) Sarah Nicholas (SN)
 Fiona Bryant (FB) Tim Jones (TJ)
 Ginny Ashcroft (GA) Wendy Blythe (WB)
 James Lankfer (JL)

Others invited:

James Littlewood Adam Thomson
 Jean Glasberg Ann Xu
 John Latham Cambridge Theatre
 Kim Emerson Bill Brogan
 Mark Scarlata Cameron Clarke
 Suzie Wood Bill Proud
 Sarah Tovell Carol Aston
 Henry Swarbrick Cllr Cheyne Payne
 Gareth Hughes Daniel James
 Edward Charlesworth

Apologies:

Cllr Hannah Copley (HC)
 Ian Sandison (IS)
 Cllr Olaf Hauk (OH)

1.	Introduction & meeting principles	
	Cllr Rosy Moore chaired the meeting and meeting principles were reiterated upon the start of the meeting.	
2.	Liaison Group terms of reference	
	<p>The purpose of the task and finish group is to share information, discuss issues and provide input to the Market Square Project.</p> <p>Membership currently includes e.g. the following: BID, CPPF, Market Traders Representatives, Adjacent businesses/Agents, Market Square Neighbours including Colleges, Great St. Marys Church, St. Edward, King and Martyr Church, Arts Theatre, Ward Councillors, Opposition Spokes, Friends of Cambridge Market, GCP, CCC Highways, FECRA, Transition Cambridge, Cambridge Living Streets, Police DOC, Phone Co-Op</p> <p>The membership may vary depending on the stage of the project. Not all stakeholders will form part of this group and the project team will meet with others outside the group. The project team may also meet with those represented on the group individually as well as within the group setting, and there will be key stakeholders who we will meet with regularly, who may never form part of the Liaison Group, but will be nevertheless, working closely with the project team.</p>	

3.	Cambridge City Centre Heat Network <i>Jeff Laidler – Managing Director at Sustainability Co.</i>	
	<p>Jeff Laidler gave a presentation to the group on the proposed Cambridge City Centre Heat Network. If feasibility for this project is proven it is likely to have an impact on the Market Square project overall and it is therefore important that stakeholders are kept up to date on its scope and findings.</p> <p>Sustainability Co. help local authorities and businesses respond to the climate emergency. They have been appointed to help Cambridge City Council, and the University of Cambridge to develop the feasibility study for a 'Cambridge City-Centre Heat Network'.</p> <p><u>District Heat Networks</u></p> <p>A district heat network is effectively “plumbing on a large-scale” for cities and densely populated urban areas. Heat networks use water pipes and local energy source(s) to supply heating and hot water to buildings across cities.</p> <p>The project is currently at a 'Feasibility study stage,' looking at how feasible the proposed heat network is. A scope of works has been developed to go out to the market and bring in an infrastructure consultancy to complete this work. If feasibility is proven, the Council and University of Cambridge will determine whether to move into Detailed Project Development.</p> <p>There are 3 key benefits that stand out with regard to the Cambridge City-Centre Heat Network:</p> <ol style="list-style-type: none"> 1) City-Centre Air Quality Management Area (AQMA) Traditionally, heat networks use gas – however, heat networks are now being developed to use environmental and waste heat sources. As a result, a renewable network would actively contribute to helping create clean air in the city. 2) City-Centre 'Strategic District Heating Area' Cambridge has a planning policy, as name above – a 'Strategic District Heating Area' for the city-centre. This means that if a heat network is built, new buildings nearby will be required to connect. This is important in terms of enabling investment in this environmentally friendly infrastructure, as the investor(s) will have more certainty about the heat loads and heat network connections. 3) City-Centre Conservation Area Cambridge has a lot of historic buildings and there is a drive to decarbonise them in terms of their heating and hot water supply. 	

	<p>The best way to do this is through a heat network, with minimal impact on the Conservation Area once built.</p> <p>Cambridge is not starting from scratch. The city has a track record in heat network developments. There are a lot of Colleges across Cambridge that already operate site-wide heat networks.</p> <p>The initial focus area is traditionally what many people would think of is Cambridge city-centre. The Feasibility Study aims to also review significant heat sources across the city, which could be accessed outside of this initial focus area and strengthen the business case.</p> <p><u>What will the feasibility study do?</u></p> <p>Firstly, it is about decarbonisation – not burning any fossil fuels. We can achieve this with the technology available to us today. We can create a renewable heat network, taking advantage of any waste heat that’s also being generated. We will investigate the different types of heat sources and prioritise them. We will determine the best locations for the energy centre(s), which might be built out on a phased basis. These energy centres could be made into features or hidden, depending on stakeholder preferences at each location.</p> <p><u>How does this relate to the Market Square?</u></p> <p>We are keen make sure that the heat network and the Market Square improvement project are fully aligned, making the most out of each opportunity. The feasibility study aims to be able to answer many of the questions you may have about the associated impact. We can confirm that there won’t be any digging at this stage.</p> <p>There is an opportunity with some of the basements that exist around the Market Square, to investigate the opportunity for an energy centre in the centre of the city. We will consider the amount of space available and the potential of some risks, such as flooding.</p>	
	<p><u>Questions and answers on the Heat Networks presentation:</u></p> <p>Q: How many sites are you looking at in the city-centre, apart from the Market Square?</p> <p>A: The opportunity is to connect as many buildings as possible. So, within the Study Area, the big advantage is the Council, the University and University Colleges have many buildings. We will investigate the feasibility of connecting as many of these buildings as possible. There are also shopping centres and other large heat loads that could connect the feasibility of confirming these heat network connections will be determined by the Feasibility Study, talking directly with potential heat network customers.</p>	

	<p>Q: How many sites will be impacted by digging at this stage in the process? Is the desktop Archaeological survey part of this stage?</p> <p>A: 'There will be no digging at this stage. We will make full use of testing and studies that have already been undertaken. Should any trial pits be required as part of the next stage of Detailed Project Development, archaeological concerns will be fully considered before any digging takes place.</p>	
	<p>Q: You mentioned ground source heat pumps. I've heard it said before by reasonable authority that the geology of Cambridge isn't suitable to ground source heat pump. I wondered if you had any comment on that.</p> <p>A: We'll investigate all potential fuel sources, including Air Source Heat Pumps, Ground Source Heat Pumps (GSHP) and waste heat. Several of the Colleges have already been successful with GSHP technology, so the initial indication is that this could be a viable technology for the city-centre heat network, either on its own or complemented by other heat sources. The preferred technology solution will be determined by the Feasibility Study.</p> <p>We aim to find out what the current user experience is with GSHPs in the city, any lessons learned and to assess the opportunity for it to be scaled up. This is one of the key questions to be answered. I would hope that there's still a large amount of heat that is untapped.</p>	
	<p>Q: How does this relate to the contract with the Cambridgeshire County Council and Bouygues. Is this different?</p> <p>A: Bouygues are on a procurement Framework with the County Council. We did consider using this Framework. We eventually chose to use a Greater London Authority Framework, which has several consultancies who are well versed in undertaking heat network Feasibility Studies. We're going to run a mini competition off this GLA Framework. We've developed a detailed scope of works, will request bids, and assess who can deliver the highest quality study for the money that's available.</p> <p>There is no direct link with Bouygues at this stage. We will be liaising with Cambridgeshire County Council as an important stakeholder in the feasibility study.</p>	
	<p>Q: A query around the energy centres you've referred to. How big do you think they're going to need to be? What are the practicalities of getting those set up in in the city-centre? Where are they likely to be?</p> <p>A: That's one of the reasons why we have looked at a bigger geographical Study Area, so we can assess the merits of different energy centre locations.</p>	

	<p>The technologies may not even necessarily need to sit in a conventional energy centre, and could be distributed between different buildings and locations. There may also be opportunities outside of the immediate city centre - where there's more space. We'll consider both open spaces and buildings inside and outside of the city centre.</p> <p>We will also consider building the city-centre heat network in phases, and where we put the technologies for each phase. The energy centre(s) don't have to be underground or hidden; but they can be. It depends how much of a statement stakeholders wish to make and which type of heat we're using. For example, Air Source Heat Pumps might need to be located on a roof if they're in the city-centre. Ground Source Heat Pumps require bore holes and more space at ground-level.</p>	
	<p>Q: How do you envisage that this will impact on the Market Square itself in terms of the capability of the market people to conduct their business and for us all to have a running market?</p> <p>A: This interdependency with the Market Square project is key. Within the scope of the feasibility study, we have confirmed our intent to investigate the opportunity to add value to the Market Square and minimise disruption. For example, if ground source heat pumps prove to be part of the solution and there's opportunities to install this technology around the Market Square, we would like to keep any digging away from the Market Square and look to use some of those spaces around the Market Square instead. That's just an initial impression. We will ask the consultants, once appointed, to have a proper look and see what's feasible.</p> <p>Q: That's very helpful indeed, especially in terms of the Market Square itself where the sets are, but you were talking about potentially using the road network around the Market Square and of course that's vital to the market traders.</p> <p>A: There is no specific proposal around the roads but that is why we are aligning the development project with not only this heat network project but also GCP's Road Hierarchy re-evaluation and the Making Connections project so that if or when there are any changes to plans that require any changes to roads or indeed any work that we might want to do on a Market Square improvement project, that they are all happening at the same time (as far is possible) and that we align them so that we're minimising disruption over the next few years.</p> <p>Q: Can the network provide for residential property and, if so, how would residents regulate their own heat within their own homes and or individual businesses?</p>	

	<p>A: Ultimately it is possible to connect residential blocks and sometimes even individual homes to a heat network. However, the focus for this feasibility study is on the city-centre, using Council, University and College buildings to kick-start a city-centre heat network. This heat network will be future proofed for expansion and could one day supply heat to homes.</p> <p>Heat Metering Regulations require that any new residential heat network connections have a heat meter installed, so residents would have full control of heating in their home.</p>	
	<p>Q: Does the work on this look at the full carbon lifecycle for such a project? Will the feasibility study also consider the practical implications of plant location and means and timing of access and the possible impact of that on the market operations? In the wider project there is also a key need to acknowledge that half of the market customers arrive by bicycle</p> <p>A: The heat network feasibility study will look at the techno economic feasibility of the scheme using a techno economic model. Heat networks are long-term infrastructure projects, so typically look at a business case over 40 to 60 years. So yes, you're right, there's different components depending on which technologies chosen, which will need to be replaced at different times. This will affect the overall viability or feasibility of the business case, which is considered at the next stage of Detailed Project Development. Beyond that, it's during the Commercialisation Stage and procurement of the heat network that we can specify our requirements relating to embodied carbon of the heat network itself. This creates the opportunity to procure a heat network that is green in both its construction and operation.</p> <p>A: In terms of the consultation report, and the travel modes of choice to the market, your point is noted.</p>	
	<p>Q: The City Council has indicated that it has funding to improve cultural events sites within the city centre. Is this linked to the Market Square, and if so what impact will it have?</p> <p>A: We have confirmed that the plan is to maintain a seven-day week market in the in the Market Square and we are looking into the opportunities to use the space differently at times where the market is not in situ or if for example on a Monday or Tuesday when the market squares are not full, can the space be used differently.</p> <p>Q: The query I have is in relation to the statement around 'Providing employment'. Quoting; create income for cultural services and provide</p>	

	<p>employment. So that's the part of the report I'm looking for more information on.</p> <p>A: I think you're talking about a slightly different project here, which is supported under the Mayoral Gain funding and is looking at the entire breadth and width of the cultural services and the events that they provide and could develop across the city.</p>	
4.	Cambridge: Shared Prosperity Fund <i>Jemma Little, Economic Development Manager, Cambridge City Council</i>	
	<p>Jemma Little provided a presentation on the Cambridge Shared Prosperity Fund programme, with a particular focus on a project which relates to the Visitor Economy and our Markets.</p> <p><u>What is the Shared Prosperity fund?</u> This fund is part of the Governments 'Levelling up' programme. As a city, we have been allocated about £1.3m (approx.) – to cover activity in 3 key areas:</p> <ol style="list-style-type: none"> 1. Community and Place 2. Supporting Local Business 3. People and Skills (funded in year 3 only). <p>This should be confirmed in the Chancellors Autumn statement but is subject to Government confirmation.</p> <p><u>Visitor Economy and Markets Development Project</u> One of the projects within the shared fund programme focusses on the Visitor Economy and Markets. This is going to be delivered in partnership with South Cambridgeshire District Council, BID and Visit Cambridge. This is due to start from December 2022 onwards, ending in March 2025.</p> <p>The 5 key elements of this project are:</p> <ul style="list-style-type: none"> • Economic and social impact assessment of current markets and development plan • Destination Management Plan development • Youth Enterprise programme for disadvantaged groups including to develop future market traders • Start Up and Growth Programme for existing and new Market Traders linked accredited training by the environmental health team, support on carbon reduction and social impact • Marketing and destination promotion to drive footfall 	
	<p><u>Questions and answers from the presentation:</u></p> <p>Q: Can you tell me how this relates to the congestion charge?</p>	

	<p>A: The Making Connections proposed ‘congestion charge’ is currently one option being considered in a much larger piece of strategic work on transport and travel. It will be considered alongside a wide range of other issues when looking at the strategic pieces of work like the destination management plan and the visitor economy. At the moment the Making Connections program is still under consultation and as yet there is no determined outcome from that; and it will have to go through due process. Once the outcome is clearer we would need to build any impact of that into this project where relevant, so that might include, for example, taking into account wider costs for start-up traders if different costs apply at the time</p>	
<p>5.</p>	<p>Cambridge Market Square – Setts & Fountain <i>Alan Wright, Conservation Accredited Engineer</i></p>	
	<p>Alan Wright provided a presentation to the group on the Cambridge Market Square Setts & Fountain.</p> <p><u>Overview</u></p> <p>Wright Consulting have been asked to look at the condition of the fountain and to pass comment on the recent listing, and what we can do, with the Listed granite setts. There is a need to do a more in-depth historical study. There was an archaeological study undertaken in 1999-2000, there was no archaeology found then, but that is only as good for the small area the appraisal covered at that time.</p> <p><u>Alterations, disturbances, and current issues</u></p> <p>One of the last significant changes was the change from Hobson's Conduit to the central drinking fountain, alongside the introduction of the toilets and the pipes that that went with it. The development of the square to today's marketplace needs to be thoroughly documented and surveyed. The most significant alteration was the introduction of the toilet block which is now in a poor state of repair. There are leaks into that toilet block, which has a concrete slab underneath it.</p> <p>A lot of the West side of the square has been disturbed. We need to now map out the disturbances with further appraisal. There's also a very big mix in the size of the granite sett joints and the condition of those joints.</p> <p>Various documents provided from the City Council archives tries to outline the service water pipes that may be redundant, some that are current, as well as the surface water drainage, foul drainage and the gas main. The gas main doesn't come across the square, that's in the roadway. There are areas which we can't yet define exactly where the pipes come to and from, for example there's water meters, fire hydrants; other infrastructure, because</p>	

they're not on the original drawing. That's part of the next stage - to try and investigate those items - there is an awful lot of infrastructure under the under the Market Square when it was put in, the exact routes is what we would like to now define.

Considerations and next steps

In summary, where we've got to do is a study on drawing together the information that's available, then, highlighting some of the issues that relate to the setts that now need to be considered by the Council. For example, the low carrying capacity of the setts for vehicles to access and the size and weight of vehicles.

There is a desire for all to have access across the square. So, the consideration is how? How can the setts be maintained and repaired and brought into a public space where people don't have slip trips and falls, and how that relates to the historical importance of the surface that has now been listed. One of the actions that we've taken from the existing studies, is to come up with a repair and maintenance strategy. To consider what level of step or fall is appropriate in considering both of historical development and future use, and as and when changes are made for access to the services. To think about how the setts might be put back and maintained in a manner that improves that surface alignment, the slipperiness of them and the drainage.

Drainage is another key focus of this - the inadequate drainage that's out there on the square. A lot of the gullies are either covered up or broken and, in some cases, this can make it difficult for the market traders to set up their stalls.

The fountain that exists now is in fact just the base of the original fountain, which was a canopy. You can see some of the distinct changes in the ground level local to the fountain and how much some of the setts have fallen away from the Market Square base which is set on a very deep foundation. One of the recommendations for our input was to now come up with a repair schedule for the remaining fountain base and that will include modelling the stones as they are present and undertaking a detailed comparison of the levels that were present in 1999 and those that are present now. Nowadays, some of the joints now have a different colour mortar in and have re-cracked, with further general deterioration. So, based on this, we will need to get Listed Building Consent for undertaking the repairs if necessary, and then trying to try and prevent some further deterioration of the remaining base of the fountain.

We also need to look at the capacity of the vaults that are underneath the fountain for carrying vehicles that are present and access to the statutory services that are embedded within those vaults. To think about how and

	<p>prepare a repair and maintenance schedule for the fountain in its current state and in any future and reuse either just as a folly or as a fountain, depending on the on how the Council want to take forward.</p>	
	<p><u>Questions and answers from presentation:</u></p> <p>Q: Whilst the Council is investigating slip, trip and fall hazards near the fountain, can they also consider those in the wider context of the pavements around the Square, in addition to the surface water drainage issues. There have been a number of falls , for example, in between Marks and Spencer ATM machine and on the edge of Market House. This needs to be investigated.</p> <p>A: The Chair requested a follow up email on this issue since the market square project will not be achieved within a short time period and this requires more urgent investigation.</p>	
	<p>Q: Can we keep information provision within these meetings shorter so there is more time for questions?</p> <p>A: Apologies were given by the Chair if this agenda did not suit all, but the Council felt that these pieces of work were important ones to update stakeholders on.</p>	
6.	<p>Market Square Project update <i>Joel Carré, Head of Environmental Services, Cambridge City Council</i></p>	
	<p>Update on workstreams</p> <p>Engineering – next steps will be to follow up on Alan Wright’s report and further recommendations</p> <p>Relocation project – This project will continue to be developed as and when the future proposals and their associated requirements become more clear.</p>	
	<p><u>Questions and answers from JC presentation:</u></p> <p>Q: There was a query in relation to that mayoral gain work mentioned. Is there any public report on this?</p> <p>A: The mayoral gainshare funding is one funding pot for the CPCA. It is supporting a range of projects and there is no one report on the whole programme.</p>	

	<p>Q: What are the options for relocation being reviewed and how can market Traders be engaged in this process?</p> <p>A: The Council are not in a position to give any sort of definitive plan on the relocation at this stage. As we have referenced during this meeting, there are a number of interdependencies around the project which will impact on relocation. Our principle remains to try and limit the impact as far as is practicable and possible, but there are still too many unknowns at this point. We will be engaging with market traders in the development and review of possible options once we've got clarity on the plans.</p> <p>Q: Can you confirm whether there will be specific consultation with the market traders on this aspect as they have suggested that they have not felt consulted to date.</p> <p>A: We have a meeting with market traders later this evening, and will ask them that question directly.</p>	
8.	Any Other Business	
	<i>Nothing further raised.</i>	
9.	Date of the next meeting	
	TBC but likely June 2023	

