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# Welcome Pack

September 2020

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# Welcome to Cambridge Science Park

On behalf of Trinity College Cambridge, it is our pleasure to welcome you to the Cambridge Science Park. You are joining a community of approximately 7000 people working in over 120 companies in technology, life sciences and high value manufacturing.

We are passionate about creating a place where people genuinely enjoy working. In addition to events organised by third parties, throughout the year we host a wide range of business, personal development and social events aimed at helping you, our members, meet other like-minded people on the Park. We work closely with the team at Bidwells who manage the College's property portfolio as well as the estate.

You can access a lot of information on the Park website but to get you started, we've summarised the key features in this information pack under the following headings:

- [About the Park](#)
- [Communications](#)
- [Amenities](#)
- [Health & well-being](#)
- [Commuting](#)
- [Park community & events](#)
- [Corporate Social Responsibility](#)
- [Cambridge lifestyle](#)
- [Business support](#)

We are usually based at the Bradfield Centre but we will be working from home for the foreseeable future. If you have any questions, comments or suggestions, please get in touch. Otherwise we look forward to meeting you in the near future.



**Jeanette Walker**  
Director



**Julie Bushell**  
Operations Manager



**Kim Hardman**  
Executive Assistant

# About the Park

The Park was established by Trinity College in 1970. Trinity is the largest of the 31 colleges of the University of Cambridge.

Today the 152-acre site is home to about 120 businesses ranging from spin-outs from Cambridge to multinational companies. Many are working on potentially life changing technologies from personalised medicines and non-invasive cancer diagnosis to artificial intelligence, Internet of Things, display technologies and connectivity as well as entertainment - to name just a few.

Over the last 50 years, the Park has evolved to meet the changing needs of science-based businesses. The current phase of development - funded by TusPark of Beijing - comprises five new buildings to replace the units that were built in the 1970s. These include the two large buildings currently under construction at the entrance to the Park from the Milton Road. They are due to open next year.

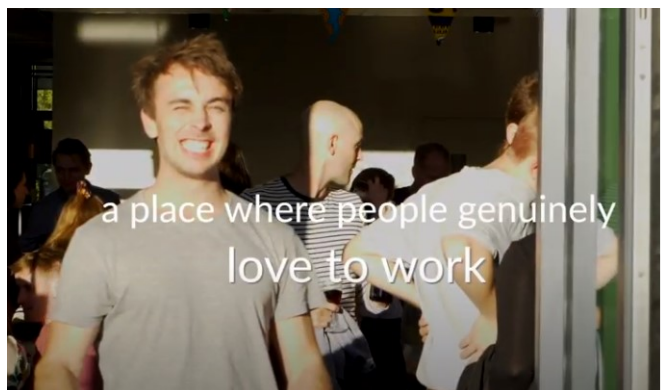
Shortly before lockdown we secured planning permission for a hotel with a pub, restaurant, coffee shop, gym, pool and conference centre. We remain committed to enhancing the Park's amenities but in the current economic climate, unfortunately our plans for this development have been put on hold.

We will soon be launching our 2040 Vision which includes recommendations for the next phases of development including amenities, transport and out-door spaces. You will have the chance to comment on the proposals in the 2040 Vision.

[View the Park website](#)



[View aerial map](#)



[Cambridge Science Park video](#)



# Communications

## Weekly newsletter - ParkLife

This is the best way to keep up to date with what's happening across the Park. We email ParkLife every Monday at 11am to a couple of contacts at each company and they are responsible for forwarding it to everyone in their company.

If you prefer to have it delivered direct to your inbox, you can subscribe by [clicking here](#). Please use your work email address. Here are some links to previous issues:

[11 May 2020](#)

[22 June 2020](#)

[29 June 2020](#)



1 June 2020

### Park Community Events

#### Classic & Crazy Cocktail making

18 June, 18:00 - 19:00



Please join us for the Park's first ever virtual cocktail making class.

Learn how to make classic cocktails both for your own enjoyment, and to impress

#### Summer Flower Arranging Made Easy

25 June, 16:30 - 17:30



During lockdown many of us have been spending more time sprucing up our gardens, allotments or window boxes. So we've asked florist Jayne Norris to host an

## Emergency alert

Abbey Security, our on-site security company, keep a list of emergency contacts at each company. This enables us to contact you quickly in the case of an emergency, for example road closures, spillages on roads etc. Please email your emergency contact details to [Kim](#).

## Social Media

We use social media platforms to post events, jobs and news for companies on the Park. Please follow us by clicking the icons below. Please tag us in any images of the Park you upload to Instagram using #cambridgesciencepark. If there is anything you would like us to share please contact [Kim](#).



@CamSciencePark  
#cambridgesciencepark



@Jeanette Walker  
#cambridgesciencepark



@camsciencepark  
#cambridgesciencepark



Cambridge Science Park  
#cambridgesciencepark

# Amenities

## Places to eat

### Lakeside Café - Bradfield Centre

Currently open from 11:30 to 14:00 weekdays. A wide selection of fresh, healthy food is prepared on site by Chef Manager Dave. Weekly menus are published on the Bradfield Centre website - [click here](#) to view.



### Trinity Baristas - Trinity Centre

Café overlooking one of the Park's lakes and a great place to enjoy a meal or coffee whilst watching the local wildlife. Fresh ingredients are sourced from local suppliers along with home produced cakes, sandwiches, baguettes and salads. You can find the Trinity Baristas menu [here](#). Open from 09:00 to 14:00 on weekdays.



**Sandwich vans** (Covid-19 status - some vans commenced on 6 July 2020)

A number of sandwich vans tour the various car parks around the Park offering a wide range of snacks and drinks.

### Bio-Innovation Centre Café \*

This café serves both British and Asian cuisine. Sit-in and take-away service available. Open 08:00 to 14:30 on weekdays.

### foodPark\*

Every Thursday lunchtime from 12:00 to 14:00 we welcome Cambridge's famous food trucks onto the Park. Up to 6 traders offer top-notch food all year round, whatever the weather. Find them in the car park of unit 332. [Click here](#) to find up to date information on the food trucks visiting the Park each week.



\* Covid-19 status - closed until further notice

# Amenities

## Other amenities

### **Nursery** (Covid-19 status - re-opened 6 July prioritising key workers and vulnerable children)

Bright Horizons cares for children from 3 months to 5 years of age, on a full time or part time basis.

To contact Bright Horizons click [here](#).



### **Post box**

There is one post box located on the grass verge outside the Bradfield Centre. It only accepts franked mail.

### **Cash machine**

Located at The Bradfield Centre (currently closed to visitors). There is a £1 charge for withdrawals.

### **Car valeting**

A mobile car valeting service is available on demand. Please contact Crystal Cars by [clicking here](#).



# Amenities

## Health & well-being

### Defibrillators

There are defibrillators at various buildings across the Park. [Click here](#) to download a map showing their location. During Covid some of these buildings may not be accessible, so please contact The Bradfield Centre (Monday to Friday 0800 to 16:00) on 01223 919600, or Revolution Gym (Monday to Friday 07:00 to 19:00) on 01223 395675.

### Gym

Revolution Health & Fitness Club is located next to the Trinity Centre. Fully equipped gym plus a wide range of studio classes for all abilities. The gym is open Monday to Friday from 07:00 to 19:00. [Click here for more information.](#)

### Hairdressing\*

Award-winning, mobile salon Douce comes to the Bradfield Centre car park every Thursday. Please contact [Douce](#) to book an appointment.



### Beauty\*

Chloe's Beauty Cabin is a small, independent beauty salon located at the Trinity Centre. Wide range of treatments offered with discounts for Park members. Please visit their [website](#) to book an appointment.

### Osteopath

The team at Spritely Osteopath treats a variety of musculoskeletal problems. Based at the Innovation Centre – unit 320, please contact them [here](#) to book an appointment.



\* Covid-19 status - closed until further notice

# Commuting

Our green travel initiatives are aimed at reducing both congestion and pollution as well as promoting health & wellbeing. Members are encouraged to commute via a sustainable mode of transport where possible.

We are members of Travel Plan Plus and their representative, Prajina Baisyet, is based in our office two days a week. Prajina is in regular contact with bus and rail service providers to lobby for better services.

## Personal travel planning service

If you would like to explore your individual travel options, please contact [Julie](#).

## Live traffic updates

We installed cameras at both the main entrances to the Park so you can view the traffic before you leave your building. We also have a traffic map which shows road closures and delays. To view both the cameras and traffic updates please [click here](#).



## Journey planners and maps

Cycle journey planners, bus routes and timetables, and map and cycling resources are available on our website.

[Cycle journey planners](#)

[Bus routes and timetables](#)

[Maps and cycling resources](#)





# Commuting Rail

We are fortunate to have two stations within a short distance of the Park - Cambridge Station and Cambridge North Station.

## Cambridge North Station

Cambridge North Station is located on Cowley Road. The station opened in May 2017. There is a direct train to Cambridge North from 43 stations including the lines served by London King's Cross, London Liverpool Street, Ely, King's Lynn, Peterborough and Norwich. There are trains from 52 stations to Cambridge North that require a change at Cambridge station. For up to date information on trains and timetables, please visit the following websites:

[Greater Anglia](#)

[Great Northern Rail](#)

## Season ticket discounts

If you are a regular rail commuter, you can get 10% discount off your season ticket. [Click here](#) for details.

## Transfers to and from Cambridge North Station

### Taxi\*

We operate a free taxi service from the station Monday - Friday from 07:00 to 09:30 at 15 minute intervals. Look for the grey 8-seater with the CSP logo. No need to pre-book. Operates on a first come, first served basis. Usual transfer times are approx 15 minutes. Evening service runs from 16:00 to 18:30 with one pick-up point at the Trinity Centre car park.



### Bicycle

Free push bikes are available from the BizBike Hub at the station. You do need to pre-book.

Please email [Sean Moroney](#). You can find out further information on the Cambridge Electric Transport by [clicking here](#).



\* Covid-19 status - closed until further notice

# Commuting Cycling

## Longstanton Park & Ride

Electric bikes are available for hire from the BizBike Hub at the Park & Ride car park. There is no charge. You need to book the day before. On arrival at the Science Park, park the bike securely at your place of work and return it to the BizBike Hub at Longstanton before 19:00.

Please email [Sean Moroney](#). You can find out further information on their website by [clicking here](#).

## Bike repair shop\*

Our bike shop is located next to the Bradfield Centre. Full bike servicing and sale of accessories as well as second-hand bikes. Usually open from 8:00 to 17:00 on weekdays.



## Cycle journey planners

[Click here](#) to view our cycle journey planners and maps. To view other cycling resources, please [click](#)

## e-scooters (Coming soon)

e-scooters will be available for hire from the Bike Shop in the near future.

\* Covid-19 status - closed until further notice

# Commuting Bus

## Guided bus

The Park is adjacent to the Cambridgeshire Guided Busway. The Park is serviced by Busway routes A and D.

**Route A:** Trumpington - Central Cambridge - Longstanton - St Ives

**Route D:** St Ives - Longstanton - Cambridge North Station - Central Cambridge

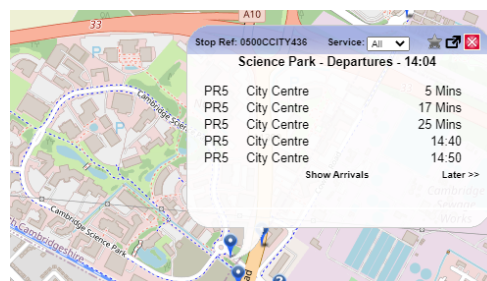


## Milton Park & Ride

Before 09:00 the Milton Park & Ride service stops at the Cambridge Science Park (Milton Road entrance). After 09:00 it only stops on the Milton Road. [Click here](#) for information and Timetables.

## Bus

The Park is served by the Citi 1, Citi 2 and 9/x9 services. There are bus stops close to the Park. To get the latest live bus arrival and departure times, [click here](#) and zoom in on the relevant bus stop.



## PlusBus

With the purchase of your train ticket, Cambridge PlusBus gives you unlimited bus travel on participating bus services run by Stagecoach and Whippet (including Busway services). [Click here](#) for more information.

## Useful links

[Stagecoach](#)

[Citi 1 timetable](#)

[Citi 2 timetable](#)

[Service 9/x9 timetable](#)

[Real time bus information](#)

[Milton Park & Ride](#)

[Bus fares](#)



# Commuting Driving

## Car Share Club

Before lockdown we ran a car share club exclusively for Park members. If you are interested in car sharing when we re-launch the club (hopefully later this year), please contact [Julie](#).

## Live traffic updates

We installed cameras at both the main entrances to the Park so you can view the traffic before you leave your building. We also have a traffic map which shows road closures and delays. To view both the cameras and traffic updates please [click here](#).



## Electric charging points

We are in discussion with a number of suppliers about the installation of additional EV charging points across the Park. Meantime there are two charging points outside the Innovation Centre at unit 320-329 and two in the car park of unit 332 indicated on [this map](#).

## Enterprise Car Club

You can hire a car outside the Trinity Centre by the hour or day for business trips or weekend outings. Vehicles are available 24/7/365 in 23+ cities across the UK. [Click here](#) for more information and to become a member.



# Park community

## Social Events

We run a varied programme of free lunch time and evening events throughout the year. Here are some examples:

- Cocktail making
- Floral art
- Book club
- Quizzes
- Hidden Secrets of Cambridge
- Gliding
- Gin/wine tasting
- Park wildlife walks
- Art presentations
- Table tennis

Our annual summer party is held at the end of June. Members are encouraged to bring their friends and family – everyone from babies to grandparents is welcome. It's a great way for them to see where you work. Our festive drinks party in December is also very popular. [Click here](#) to see our current events calendar.



If you are organising events and would like us to promote them to Park members, please contact [Julie](#).

# Park community

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## Personal Development

These talks and seminars are aimed at helping you broaden your personal skills. Some recent examples include:

- Motivational talk – follow your dreams
- Stress and the fear of being judged
- Top time saving tips using Microsoft Office
- Communication/team workshop
- Presentation skills
- Mental health

We also run one-to-one personal finance and mortgage surgeries. From time to time we invite executives of new local residential developments to showcase their schemes and discounts available to members of the Park.



## Life Sciences Mixers

Our lunch time Life Sciences Mixers are a great way for people working for healthcare companies on the Park to meet one another, and have fun.

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*If you are organising events and would like us to promote them to Park members, please contact [Julie](#).*



# Park community

## Health & wellbeing events

This programme is aimed at promoting both physical and mental health and well-being. Every January, Julie organises a range of events and activities to help us kick-start a healthy new year. These include:

- NHS health checks
- Mini MOT checks
- Neck & back pain prevention
- Massages
- Smoking cessation
- Weight loss support

## Netwalking\*

On Tuesdays at 12.30 a group of us meet at the Bradfield Centre for a 20-minute “netwalk” around the lakes. Everyone is welcome to join.

## Table tennis\*

We have an out-door table tennis table at the Bradfield Centre. Bats and balls are available from the reception desk.

## Running club\*

The Tuesday evening running club is open to everyone regardless of your ability.



\* Covid-19 status - closed until further notice

# Corporate Social Responsibility (CSR)

Our CSR activities focus on supporting disadvantaged children and adults in our immediate neighbourhood. The Park is located adjacent to Arbury and King's Hedges - two of the most deprived of the 14 wards of Cambridge City.

## Grove Primary School

A programme of activities with Year 6 pupils started in the autumn of 2018. Our aim is to encourage pupils to consider careers in science, technology, engineering and maths and to demonstrate that the Science Park is their world. Examples of events and activities undertaken:

- Lego workshop
- maths is fun seminar
- coding workshop
- motivational speaker
- coding workshop at the Engineering Department of the University of Cambridge
- Coder Dojo

Over 200 members of the Park helped restock the school's outdated library by buying books.



## North Cambridge Community Partnership

NCCP is a registered charity acting as an umbrella organisation, bringing together all community groups and agencies in North Cambridge. We arranged for a Park supplier to refurbish the NCCP's kitchen. Park members generously donated books and toys to NCCP at Christmas 2019.

# Corporate Social Responsibility (CSR)

## STEM Ambassadors

We encourage members to become STEM Ambassadors and have created a network for members to share best practice, experience and contacts. Please contact [Jeanette](#) for more information.



## Support for charities

We host the annual Santa Run to raise funds for the East Anglia's Children's Hospices (EACH). [Click here](#) to see the warm up video from December 2019.



We support other charities such as the East Anglian Air Ambulance and Castle Special Needs School by giving them a [dedicated page](#) on the Science Park website and PR in ParkLife.



## New to Cambridge?

If you are moving to the Cambridge area or have recently arrived, you can find lots of information on our website by clicking on the relevant category below:



### [Housing](#)

Cities, towns, villages  
and relocation



### [Shopping](#)

Shopping centres,  
markets and  
independent boutiques



### [Education](#)

Early years, primary,  
higher education and  
universities



### [Sport](#)

Gyms, leisure centres  
and major sports



### [Leisure](#)

Museums, cinemas and  
nightlife



### [Healthcare](#)

Hospitals in  
Cambridgeshire



### [Food & Drink](#)

Restaurants, coffee  
shops and tea rooms



### [Hotels](#)

Hotels in Cambridge

# Business Support Science Park Website

## Company directory

This is a searchable directory of all the companies on the Park with a link to the company's website, job vacancies and news. [Click here](#) to view the directory.



## Jobs board

You can post your job vacancies in this section. [Click here](#) to view the jobs board. We can set up an account for you so you can post directly onto the site or you can send details to [Kim](#) and she will add them for you.

## News board

You can post any of your news releases in this section. [Click here](#) to view the news board. We usually do this automatically for members, but if you have any news you would like us to share please email [Kim](#).

## Social Media Channels

We can also post your news and jobs on the Park's social media channels:



@CamSciencePark  
#cambridgesciencepark



@Jeanette Walker  
#cambridgesciencepark

# Business Support

## Conference & Meeting Room Hire

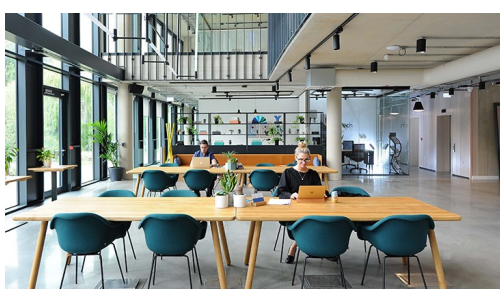
### Trinity Centre\*

A wide range of conference suites are available to accommodate everything from one-to-one meetings, exhibitions and off-site training including the Trinity Suite for up to 140 delegates in theatre style. Open Monday - Friday between 07:30 to 17:00. Catering also available. [Click here](#) for more information.



### Bradfield Centre\*

The 120-seat auditorium can be hired free of charge for events provided they are open to Park members and you don't charge people to attend. Open weekdays from 8:00 to 18:00.



\* Covid-19 status - closed until further notice



# Business Support

## Special Interest Groups

The Science Park's Special Interest Groups. The aim is to bring together people employed in similar roles in order to facilitate the sharing of best practice, experience and contacts, and to promote education and training. Where relevant, we invite experts to lead the discussions. To join these groups, please contact [Julie](#).

### Facilities Management

**Chaired by Jeanette**

- Achieving net zero carbon
- Waste management
- Energy consumption
- Supply chain management
- Business resilience/security
- Health & safety
- Connectivity e.g. 5G

### Marketing and Communications

**Chaired by Faye Holland of Cofinitive**

- Strategic marketing
- Marketing communications
- External communication
- Corporate affairs
- Internal communications
- Employee engagement
- Branding
- Product marketing

### Transport

**Chaired by Jeanette**

- Updates on highways improvements
- Commuting – car, cycling, rail, walking

### Human Resources

**Chaired by Katie Renwick of Flexenable**

- Recruitment
- Retention
- Training
- Mentoring
- Agile working
- Schools outreach
- CSR
- Apprenticeships
- Health & wellbeing
- Employee benefits
- Employment law
- Language classes
- Housing
- Immigration
- Staff relocation
- IR35

### Executive/Personal Assistants

**Chaired by Julie**

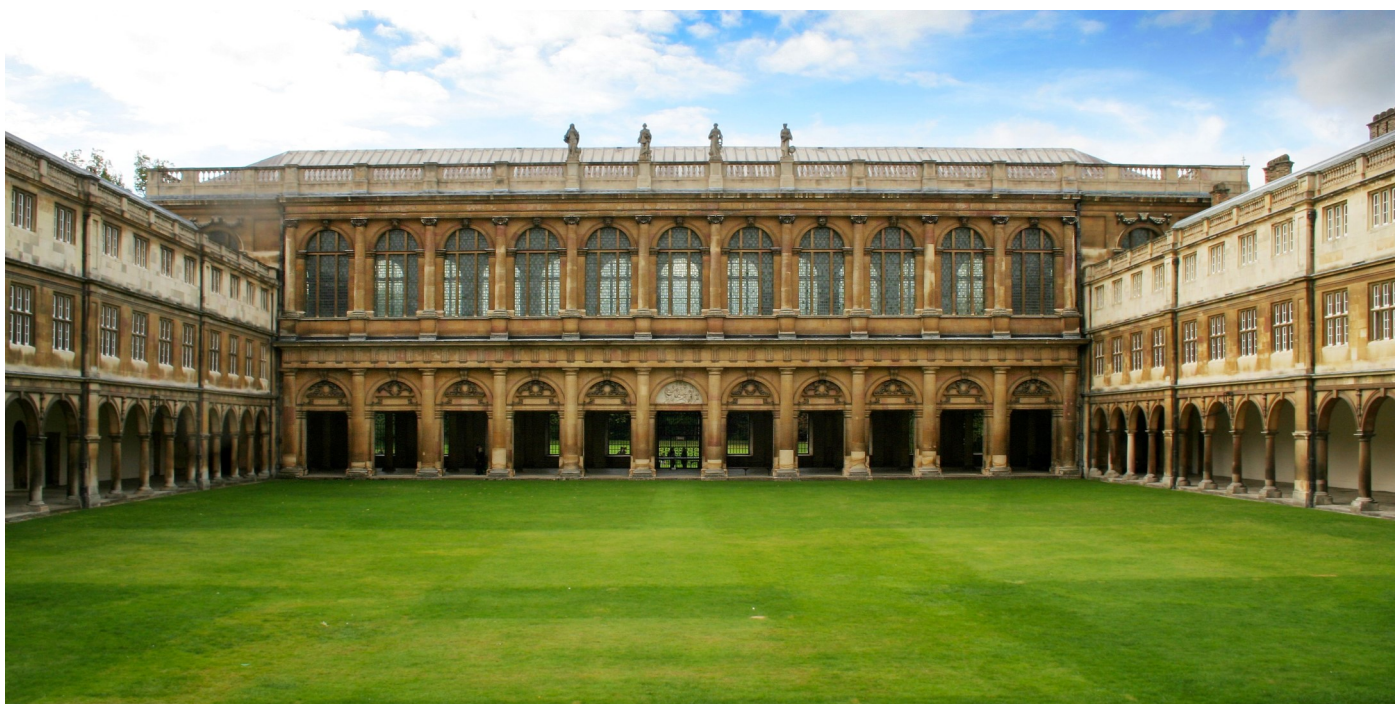
- Event organisation
- Software packages
- Diary management

# Trinity College Undergraduate Internship Programme

Our summer internship programme gives companies on the Park the chance to recruit one or more Trinity undergraduate students for a summer project.

All you have to do is draft a project brief – it can be technical or business/marketing related – send it to us and we promote it to the students. We send you the CVs of students interested in your project ,you select your shortlist, and we arrange the interviews for you.

To see details of the 2020 programme, [click here](#).



# ...finally

When you get a moment would you please send [Kim](#) the following information.

- At least one contact who will be responsible for receiving and circulating ParkLife
- The email address and telephone number of the person we should contact in the case of an emergency
- Contact details for each of the Special Interest Groups - you can nominate more than one person per group
- A short overview of your company and logo for the company directory
- Links to your social media channels

We are delighted you have chosen to join the Cambridge Science Park and we look forward to meeting you in the near future.

