

HIGHWAYS & COMMUNITY INFRASTRUCTURE POLICY & SERVICE COMMITTEE

Agenda Item No. 2



Minutes-Action Log

Introduction:

This is the updated action log as at **1st June 2016** and captures the actions arising from the most recent Highways & Community Infrastructure Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 1 st September 2015					
Item No.	Item	Action to be taken by	Action	Comments	Completed
132.	Cambridgeshire Highways Annual Report	Richard Lumley	It was agreed that there would be a report to Spokes on the Customer Satisfaction Survey process.	To be scheduled for a Spokes meeting in the near future.	
Minutes of 12 th January 2016					
168.	Greater Cambridgeshire City Deal Executive Board Delegations	Graham Hughes	Forward the City Deal Executive Board's protocol to Committee Members	Protocol not yet agreed by Executive Board – will be circulated once available.	
Minutes of 1 st March 2016					
182.	Library Service Transformation – Income Generation Update	Jill Terrell	Friends of Central Library be encouraged to establish a working group to look to arrange an annual archives festival.	Friends Group looking at a variety of initiatives but it is unclear whether these include archives festival – officer advice/support has not been sought.	

Minutes of 17th May 2016

192.	Petitions	Richard Lumley /Cllr McGuire	Send letters to petitioners within 10 working days	Letters sent 31/05/16	31/05/16
193.	Integrated Transport Block (ITB) Funding Allocation proposals	Elsa Evans	send a breakdown of the total £601,000 LHI funding by District/City authority	To be emailed to Committee Members	
194.	Proposed 2016-17 targets for H&CI Committee Key Performance Indicators	Dawn Cave	Have a seminar item on the Asset Management Strategy	Provisionally scheduled for November 2016	01/06/16
195.	Highway Maintenance Member Working Group	Richard Lumley	Revise Community Highways Volunteering Information Pack in light of Members' comments		
195.	Highway Maintenance Member Working Group	Richard Lumley	Circulate the Member Working Group membership to Committee Members		
196.	Finance & Performance report	Richard Lumley	Circulate to Members the average cost of pothole repairs in the County		