

HIGHWAYS AND TRANSPORT POLICY AND SERVICE COMMITTEE ACTION LOG

This action log as at 4th July 2022 captures the actions on service actions within the remit of this Committee including that are still ongoing on going from the former Highways and Community Infrastructure Committee. This log updates Members on the progress on the compliance in delivering the necessary actions.

Minutes of Highways and Community Infrastructure Committee 16th January 2018

Minute number	Item title	Responsible officer(s)	Action	Comments	Completed
??	<p>Process and position on recovery of costs where the council cuts back vegetation, trees and hedges that are causing a nuisance, hazard or obstruction to highway users. Cllr Simon King Nov 2021 Committee.</p> <p><i>“As you probably know, if a hedge is overhanging the verge or the highway, over a period of three months the local highway officer will write three letters and if there is no response, we will cut the hedge and send the owner the bill.</i></p> <p><i>I would like the committee to request a report setting out how many of these bills are ever paid, whether we can put a charge on the property and how the process could be streamlined.”</i></p>	Jon Munslow	Provide a report to committee members outlining the process and position for the recovery of costs incurred when cutting back private vegetation overhanging the highway.	Report being drafted to be shared June 2022	In Progress

45.	Minutes and Action Log – Skanska Enhanced Pothole Repair Service	Jon Munslow	<p>Discuss with Milestone the feasibility of offering an enhanced pothole repair service.</p> <p>This was raised again at the Highways and Transport Committee on 15th September</p>	<p>Officers are reviewing the Dragon Patcher system as part of a wider review of how we deal with potholes. Intention is to provide a briefing to Highways Improvement Board on our potholes repair approach in the summer.</p>	In Progress
-----	--	----------------	---	---	-------------

Minutes of Highways and Transport Committee 19th January 2021

63.	Minutes Action Log	Dawn Cave/ Alex Deans	Committee had previously agreed a report on Wisbech Access Strategy would come to Committee. Clerk to check what was agreed and schedule a report to a future Committee meeting.	<p>After the request from Cllr King at the November 2021 committee, it was agreed that a briefing would be circulated to local Members, which was undertaken on the 24 November 2021. A further briefing was provided to the CVC and Fenland Councillors on 12th April.</p> <p>CVC and SPOKES will agree the timing of a report to come to Committee to consider funding and delivery of the Wisbech Access Strategy</p>	Complete
66.	Cambridgeshire County Council Commuted Sum Proposals	Jon Munslow	Final consultation document to be circulated to committee Members, who could then comment accordingly. Action required.	Following discussion with the Chair the proposals are being developed into a draft "Commuted Sum Policy" by an officer working group, to be shared with Members of the committee in July prior to undertaking a formal consultation process	Ongoing

Minutes of Highways and Transport Committee 22 June 2021

Minute number	Item title	Responsible officer(s)	Action	Comments	
5.	Minutes Action Log	Alex Deans	Member highlighted highways planning guidance for making walking and cycling the most attractive option. It was requested that it be added to the Action Log	<p>A Public Rights Of Way & Non Motorised User Routes Design Guide committee report was presented to committee on 7 December 2021</p> <p>It was agreed that a Draft Design Guide would be developed and a consultation would take place with stakeholders, scheme promoters, developers and user groups. It is intended that this consultation will take place in the Autumn 2022</p>	Ongoing

6.	King's Parade	Sonia Hansen	<ul style="list-style-type: none"> • A strategic visitor/anti-terror plan including St John's / Market Square needs to be provided to the Committee • A refreshed consultation on the barrier over and above the 21 days ideally 60 days • A revised design for the barrier in keeping with the King's Parade environment • Improved cycling safety and accessibility, and disabled access • An amended permanent order to take these changes into account by the end of 2021 • An SLA entered into and signed by the Chief Inspector • Officers would work with CamCycle and Cambridge City Council in partnership • The police risk assessment would be provided to the Committee • The County safety audit would be provided to the Committee 	<p>A confidential briefing was provided to Members by the Police and a report is on the agenda to be presented to the November meeting of the Committee.</p> <p>25.11.21 The Police Counter Terrorism Security Advisor is carrying out a wider review of the area.</p> <p>9/2/22 Cambridge survey has been carried out by Police Counter terrorism security advisor. Confidential briefing to be arranged with Chair and Vice Chair.</p> <p>8/3/22 Confidential briefing on the above carried out with Chair and Vice Chair. Resulting confidential actions under discussion with GCP for delivery.</p>	<p>Complete – Police work concluded and County/GCP to follow up.</p> <p>Barrier design is a matter with the City Council for consideration.</p>
8.	A428 Black Cat to Caxton Gibbet Development Consent Order Update	David Allatt	Requested that officers discussed with the relevant Bedfordshire Councils the possibility of a dedicated HGV route that would serve the proposed developments at	This was discussed at regional traffic managers meeting on Friday 3 September and views were fed into the examination as required	Ongoing

			Wyboston	<p>9/2/22</p> <p>An update has been requested from Beds Borough council regarding any feedback they have had relating to their representation. The update will be shared when available.</p> <p>We continue to chase Beds Borough Council regarding any feedback they have had relating to their representation but have received no feedback to date.</p> <p>The A428 examination has concluded. We expect to hear from the Secretary of State in the Autumn.</p>	
--	--	--	----------	--	--

Minutes of Highways and Transport Committee 25th January 2022

Minutes of Highways and Transport Committee 25 th January 2022					
71	Finance Monitoring Report	David Allatt	To update Cllr Sharp on the A1303 works	Scheme currently in detailed design Road Safety Audit on design being undertaken.	Complete

73	A428 Development Consent Order Position Review	Gareth Blackett	Requested an update for the local access forum taking place in February.	Local Access Forum has been brought forward to 8//2/22. Officers were provided a verbal update and further material was circulated.	Ongoing
----	--	-----------------	--	---	---------

Minutes of Highways and Transport Committee 8th March 2022

68.	Highways Maintenance Capital Programme	Jon Munslow	Review the percentage allocation of funding across the county of spend versus need.	Briefing note circulated to Committee	Complete
70	Highways Operational Standards 2022/23	Jon Munslow	Questioned how passively safe lighting columns interacted with the PFI contract for street-lighting. (Referred to street-lighting contract in the meeting)	Information on passive lighting has been provided to Committee members	Complete

70	Highways Operational Standards 2022/23	David Allatt	Further information to be sought from Development Management regarding the adoption of SUDS in new developments.	A briefing note has been provided to H&T members with further discussions to follow on the process.	Complete
----	--	--------------	--	---	----------

Minutes of Highways and Transport Committee 26 April 2022

76.	Minutes and Action Log	Sue Procter	Recirculate briefing note regarding funding arrangements for civil parking enforcement in each district.	Included within Committee item for 12 th July Committee	Complete
76.	Minutes and Action Log	Sue Procter	Design of the Kings' Parade barrier information to be sought from Cambridge City Council	Update provided to Cllr King by Cambridge City Council	Complete
76.	Minutes and Action Log	David Allatt	Circulate briefing on potential improvements to A1303	Briefing note circulated by Democratic Services	Complete

76.	Minutes and Action Log	Sue Procter	Officers and CVC to consider making minutes of the Highway Improvement Board public	<p>Minutes of working groups are not routinely published as they are informal meetings. The Highways Improvement Board is an informal meeting and therefore the note of the meeting is not published.</p> <p>Notes of the meeting will continue to be shared with the members of the committee</p>	Complete
-----	------------------------	-------------	---	--	----------

82.	Agenda Plan	Suggested Items	<ul style="list-style-type: none"> ○ Report from the LHI Working Group (October) ○ Process and position on the recovery of costs in the cases where the County Council cuts back vegetation ○ Enhanced Pothole Repair Service ○ Wisbech Access Study ○ Non-motorised user design guide ○ King's Parade ○ Guided Busway ○ Percentage allocation of funding across the county spend versus need for highways maintenance ○ Minutes of the highway improvement Board 	All suggested / requested items for the forward plan to be channeled and considered through Spokes prior to entry on the forward plan at an appropriate date if a report is required.	
-----	-------------	-----------------	--	---	--