

**HIGHWAYS &
COMMUNITY
INFRASTRUCTURE
POLICY & SERVICE
COMMITTEE**

Minutes-Action Log



Introduction:

This is the updated action log as at **27th February 2017** 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 1st 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. | <p>A Comms group has now been established, and one of the tasks is to look at how customer feedback is collected and whether there are alternatives.</p> <p><i>Chris Stromberg & Jane Cantwell are scheduled to attend January 2017 Spokes to give an update on the findings of the Cambridgeshire Highways Communication Performance Group, and update on the proposed action plan.</i></p> | |

| Minutes of 11th October 2016 | | | | | |
|---|--------------------------------------|----------------|--|--|-----------|
| 215. | Ely Archives Building | Christine May | Request that Assets & Investment Committee (A&IC) feed back “lessons learned”. | A&IC referred those issues on to Audit & Accounts Committee, who in turn will be considering the matter in January. | Completed |
| Minutes of 17th January 2017 | | | | | |
| 215. | Ely Archives Building | Christine May | Officers agreed to come back to Members with the revised programme plan following A&IC on 27/01/17 | Emailed to H&CI Members 27/02/17. | Completed |
| Minutes of 21st February 2017 | | | | | |
| 239. | Highway Service Contract 2017 | Dawn Cave | Annual Report on new Highways Contract and performance against KPIs to be scheduled | Added to Agenda Plan for Feb 2018 and September 2018. | Completed |
| 239. | Highway Service Contract 2017 | Richard Lumley | Brexit implications for new Highways Contract to be emailed to Committee | Emailed to Committee on 03/03/17: CCC’s preferred bidder for this contract is a UK PLC and no issues are anticipated in working with them as a result of Brexit. Should import tariffs on materials (for example) become an issue in future due to Brexit, we will deal with those issues at the time, however these are very difficult to predict or plan for at this | Completed |

| | | | | | |
|------|--|-------------------------------|--|--|-------------|
| | | | | stage. It will be important, however, to bear these issues in mind, particularly in terms of any suppliers or sub-contractors used through the contract. | |
| 241. | Highways Infrastructure Asset Management Plan | Mike Atkins | Definition of “urban kerbed areas” to be clarified | Village/town areas with speed limit of 40mph or less – emailed to Members 27/02/17 | Completed |
| 241. | Highways Infrastructure Asset Management Plan | Richard Lumley | Tree Policy figures to be reported to Committee | <i>To be scheduled.</i> | |
| 242. | Transport Delivery Plan | Mike Atkins/ Graham Hughes | Follow up on joint bid with Peterborough City Council, specifically 20% matchfunding and governance issues | Emailed to Committee on 28/02/17. | Completed |
| 242. | Transport Delivery Plan | Richard Lumley | Road Safety Report to be scheduled for a future meeting. | <i>To be scheduled.</i> | |
| 242. | Transport Delivery Plan | Mike Atkins | Isle of Ely Way A141 – clarification required | Mike Atkins emailed Cllr Criswell on 24/02/17 | Completed |
| 243. | Anglia Level Crossing reduction strategy | Camilla Rhodes | Respond to letter Chairman received | | In progress |
| 244. | Committee Agenda Plan | Dawn Cave/ Richard Lumley | Report on progress against LHI schemes to be presented. | <i>To be scheduled.</i> | |