

**ECONOMY AND  
ENVIRONMENT  
COMMITTEE****Minutes-Action Log**

This is the updated action log as at 13<sup>th</sup> April 2015 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

**Minutes of 16th September 2014**

<b>Minute No.</b>	<b>Report Title</b>	<b>Action to be taken by</b>	<b>Action</b>	<b>Comments</b>	<b>Status</b>
<b>26.</b>	<b>MINUTES AND ACTION LOG –from September meeting</b>  a) Adult Learning and Skills follow up work from Overview and Scrutiny	<b>Lynsi Hayward-Smith</b>	At the March Committee meeting it was agreed to set up a working group to look at Adult Education to consider how to improve equity and a county-wide offer, with a report to be presented to Spokes on detailed terms of reference / proposed goals.  The subsequent action was for Councillor Schumann who had led on the original Overview and scrutiny review to liaise with Lynsi Hayward-Smith on preparation of a report to Spokes before coming back for Committee approval.	.  <b>The Report is now scheduled to come back to the 14<sup>th</sup> July 2015 Committee</b>	<b>ongoing</b>

## MINUTES OF 10<sup>th</sup> MARCH 2015

Minute No.	Item	Action to be taken by	Action	Comments	Status
105.	DEPARTMENT FOR TRANSPORT CYCLE CITY AMBITION PROGRAMME 2015-18	Mike Davies Team Leader - Cycling Projects, ETE	a) The Chairman reiterated the need for full consultation with residents, especially in those areas where it was known that there was opposition to two way cycling / other cycling issues concerns e. g. Panton Street / Hills Road and that this should include formal traffic surveys being undertaken, as well as taking on board the further proposals for additional cycling routes raised during the debate.	a) <b>Response</b> - Mike Davies met initially with the North Newtown Residents Association on 9 <sup>th</sup> April in what was to be the first of a series of meetings to discuss officer aspirations for cycling in their area, to hear their concerns and ideas, and agree the required traffic surveys.	ongoing
106.	ADDITIONAL 2015/16 PERFORMANCE INDICATORS FOR ECONOMY AND ENVIRONMENT COMMITTEE	Graham Amis / Joseph Whelan	One Member queried why the target to increase passenger numbers to the prior level was a four year target, suggesting 18 months to two years might be more appropriate. A report on Park and Ride Charges had been requested for the Committee's July meeting and it was suggested this might be the appropriate opportunity to consider whether the performance target should be revised.	The officers will liaise to ensure a review is included as part of the July Report.	ongoing

## MINUTES 21ST APRIL 2015

Min No.	Item	Action to be taken by	Action	Comments	Status
114.	<b>INTEGRATED TRANSPORT BLOCK FUNDING PROPOSALS</b>  <b>A) St Neots Market Town Transport Strategy</b>	Dearbhla Lawson	<p>One Member highlighted the urgent requirement to update the St Neots Market Town Transport Strategy to address the transport needs of the additional housing growth,. He requested details to be provided in terms of implementation dates, where improvements would be made and how they would be funded.</p> <p>It was agreed that a timetable for establishing the Strategy would be provided to Councillor Chapman outside of the meeting following consultation with Huntingdonshire District Council.</p>	<p>A meeting is scheduled to discuss timescales and joint member working arrangements for developing a Huntingdonshire wide Transport Strategy with Huntingdonshire District Council officers. This will include reviewing and updating the St Neot's transport issues and options as part of this wider Strategy. While officers are keen to make early progress, the timetable for the Transport Strategy needs to align with the Local Plan timescales, and ensure that this properly reflects planned growth and what infrastructure is needed to facilitate and mitigate this.</p> <p>The expectation is that the Transport Strategy can be undertaken in 18 months, and officers will update Cllr Chapman on the timescales once the timetable has been finalised.</p>	ongoing
114.	<b>B) Appendix 2 cycle route- High Barns estate / Lynn Road crossing'</b>	Dearbhla Lawson	Reference was made of the need for crossings to be put in place as a priority, as a school was due to open in January and	This scheme helps deliver the Ely Market Town Transport Strategy. Officers have raised the need for earlier consideration of delivery with the Highways team in Local Infrastructure and Street	

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			would accommodate 120 pupils coming from all parts of Ely. The officers undertook to look into this as a matter of urgency.	Management. Section 106 funding is also being considered for this scheme along with other proposals.	ongoing
114.	<b>C) Improvements to the Bus Station in Wisbech – Page 4 Appendix 2</b>	<b>Dearbhla Lawson to write to Councillor Lay.</b>	In respect of the reference on page 4 of Appendix 2 to improvements having been made to the bus station in Wisbech, a local member requested details to be provided outside of the meeting.:	<p>The officer provided the following update set out below sent to Cllr Lay on 11<sup>th</sup> May.</p> <p>The upgrade to Wisbech Bus Station was carried out by Fenland District Council at the end of 2012. More information regarding the details of this upgrade are available on Fenland District Council website:  <a href="http://fenland.gov.uk/article/6343/Safety-works-completed-at-Horsefair-bus-station">http://fenland.gov.uk/article/6343/Safety-works-completed-at-Horsefair-bus-station</a></p> <p>It should be noted that the Traffic Regulation Orders are still to be concluded by Fenland District Council. Using Growth Deal Funding the Wisbech Access Study will investigate the operation of traffic in Wisbech in more detail and may recommend further improvements in the Bus Station area. The Wisbech Access Study is currently in the procurement process.</p>	completed

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	<b>D) Whittlesey Bus Interchange</b>	<b>. Bob Menzies – Paul Nelson</b>	Reference was made to a new bus interchange facility in Whittlesey costing £500k to enhance the market place which Stagecoach were refusing to use as it added 2 minutes to their journey times. There were also issues with buses double parking leading to blockages on the A605. The issues raised would be looked into further and were the subject of ongoing officer discussions with the bus company.	In terms of the Whittlesey bus interchange, this issue has now been resolved and Stagecoach will be using the new facility from 8 June.	<b>Action completed</b>
<b>114.</b>	<b>D) Details requested on other funding streams</b>	<b>Dearbhla Lawson</b>	As this report was only providing details of one funding stream, there was a request to receive details of the overall funding secured.  The Lead officer undertook to provide outside of the meeting details of overall funding secured in the last two years.	it was indicated in an e-mail dated 11 <sup>th</sup> May that a briefing note was in preparation and would be shared with all E&E Committee Members in the following day or two.	

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117.	HUNTINGDONSHIRE LOCAL PLAN	Tanya Sheridan /Colum Fitzsimons	Resolution b) Delegating to the Executive Director: Economy, Transport and Environment, in consultation with the Chairman and Vice-Chairman of the Environment and Economy Committee, the authority to make minor textual changes to the consultation response prior to final submission.	<p>The Chair and Vice Chair were consulted and agreed with the Exec Director (ETER) the proposed amendments to the County Council's submitted response on 24<sup>th</sup> April.</p> <p>The final response was sent to Huntingdonshire District Council on 29<sup>th</sup> April.</p> <p>The changes made were:</p> <p>Section2: Transport</p> <ul style="list-style-type: none"> <li>Inclusion of a reference acknowledging that the St Neots MTTS is out of date and that the County Council will work partners towards preparing a refreshed MTTS</li> </ul> <p>Section 4: Children, Families and Adults</p> <ul style="list-style-type: none"> <li>An additional comment was added lending support to the Local Plan's approach to planning for homes for vulnerable and elderly people.</li> </ul>	completed

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118.	CONSULTATION ON EAST CAMBRIDGESHIRE DISTRICT COUNCIL'S REGULATION COMMUNITY INFRASTRUCTURE LEVY (CIL) 123 LIST	Sinead O' Donoghue	One Member suggested it would have been useful to have had indicative cost details against schemes on both the lists, as well as the scoring against each project. Another suggested that the report could only be for noting without this information. <b>Action: The lead officer agreed to provide details of the scoring matrix after the meeting to be e-mailed to the Committee.</b>	The matrix was sent on to the Committee on 12 <sup>th</sup> May.	completed
119.	LAND TO WEST OF CAMBOURNE (EXCLUDING SWANSLEY WOOD)  a) Urgent infrastructure requirement for Cambourne	Tanya Sheridan	In relation to existing infrastructure, the local member clarified that the main area requiring urgent upgrade was the medical centre, due to the town having a high proportion of young people with their age specific demands. <b>Action: In response to this later point, officers undertook to raise this with South Cambridgeshire District Council and the NHS.</b>	This was picked up in the final response sent.  The NHS issue is being taken forward through the west Cambourne Steering Group meeting by SCDC.	completed

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	<b>b) Capacity of St Neots Station</b>	<b>Tanya Sheridan</b>	Issues were raised regarding the adequacy of the capacity of St Neots Station, including parking provision going forward. <b>Action: Officers undertook to discuss the concerns raised with Network Rail.</b>	The specific issue of parking at the station will be picked up as part of the Council's standing/ regular update meeting with Network Rail.	<b>ongoing</b>
	<b>c) Delegation to make minor textual changes</b>	<b>Juliet Richardson</b>	Resolution b) Delegating to the Executive Director: Economy, Transport and Environment in consultation with the Chairman and Vice-Chairman of the Economy and Environment Committee the authority to make any minor textual changes.	The Chairman and Vice Chairman were consulted on April 22 <sup>nd</sup> regarding the final response with South Cambridgeshire District Council being notified the same day.	<b>completed</b>
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<b>122.</b>	<b>ECONOMY, TRANSPORT AND ENVIRONMENT (ETE) RISK REGISTER UPDATE</b>	<b>Bob Menzies</b>	Taking into account a request from the Audit and Accounts Committee that Economy and Environment Committee should satisfy itself that the risk rating provided for busway defects was at the right level, there was	An item titled Busway Defects Update is to be considered at the 18 <sup>th</sup> June E and E Spokes meeting – which will include consideration of this issue.	<b>ongoing</b>

			a request for officers to produce a note for Spokes on the Busway risks.		
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