

**HIGHWAYS &
INFRASTRUCTURE POLICY &
SERVICE COMMITTEE****Cambridgeshire
County Council****Minutes-Action Log****Introduction:**

This is the updated action log as at **2nd September 2019** 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 24th November 2017

34.	Parking Schemes and Charges	Richard Lumley/ Dawn Cave	Review Park & Ride parking charges in two years' time, following the removal of the £1 parking charge.	Added to Agenda Plan. Regarding timescales, officers will be reviewing charges in preparation for the 2020/21 financial year, so it will be scheduled to coincide with future business planning committee dates, i.e. Oct/Nov 2019.	Noted for future action, Autumn 2019.
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Minutes of 16th January 2018

45(3) .	Minutes and Action Log	Graham Hughes / Richard Lumley	Discuss with Skanska the feasibility of offering an enhanced pothole repair service.	Part of a wider, longer term piece of work looking at possible delivery models (including future funding) for highway services.	In progress, to be reported on towards end of 2019/20
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Minutes of 11th September 2018

78.	Road Safety across Cambridgeshire	Richard Lumley / Matt Staton	Requested increased analysis in next year's report on analysis of the impact of safety cameras on sites.	Originally to be included in the Accident Report to be presented to Committee in March 2019, however data not available. – went to July H&I Committee	Completed
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Minutes of 3rd December 2018

89. b.	Minute and action log	Richard Lumley / Sonia Hansen	Resident & Visitor Parking Permit Charges review should be a clear action on the Action Log.	Residents parking schemes are still being implemented, whilst those schemes that have been implemented have not been in long enough to provide sufficient data for review.	Noted for future action, end of 2019 / early 2020
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Minutes of 21st May 2019

116. a.	Finance and Performance Report- Outturn 2018-19	Richard Lumley/Sarah Heywood	Chairman requested a document outlining the various funding streams available to the Highways and Infrastructure (H&I) Committee. This document could then be circulated to the rest of the committee.	Information has been collated and is in the process of being formatted into an easy to read summary.	To be circulated before the August committee.
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117.	Household Recycling Centre Van and Trailer E-Permit Scheme	Graham Hughes	Delegate responsibility to the Executive Direct Place and Economy in consultation with the Chair and Vice Chair of Highways and Infrastructure Committee to agree clear definition of the points made in paragraphs 1.2, 1.3 and 1.6 of the report , the amendments required to the waste Private Finance Initiative contract in a Deed of Variation and obtain approval from the Department for Environment, Food and Rural Affairs for the amendments through the submission of a variation business case		In Progress
Minutes of 9th July 2019					
123. a.	Finance and Performance Report – May 2019	Steve Cox	Suggested that a report was brought to the Committee every six months regarding the legacy of the A14. All local members impacted could be consulted	This will be discussed at September CVC in the first instance	In progress

123. b.	Finance and Performance Report – May 2019	Steve Cox	Requested a report providing more information on the placement/removal of trees and the maintenance and safety issues of trees planted near a highway.	This is on the F&P report, clarity was requested but not a report. Provided information.	Completed
124. a.	Road Casualty Data Annual Report	Matt Staton	Requested that a training progress report be brought back to the Committee from the Road Safety Partnership Board regarding the CRASH training received by Police officers.	Matt Staton to take to next Partnership Board meeting in September and then look to add to Agenda Plan	In progress for Autumn 2019
124. b.	Road Casualty Data Annual Report	Matt Staton	The Chairman commented that the findings of the research project regarding likely collision sites being undertaken with Loughborough University could be brought to the committee for information and comment.	Matt Staton to liaise with Loughborough University in relation to published outputs from the project and look to coincide with appropriate date in the Agenda Plan	In progress
125. a.	Review of Risk Register for Place and Economy	Steve Cox	Requested that the damage the weather can have on highways and footways should be addressed within the report.		In progress for October 2019 committee

125. b.	Review of Risk Register for Place and Economy	Steve Cox	A Member queried whether statistics on sexual harassment on public transport were recorded in Cambridgeshire.	Paul Nelson: 90% of Public transport in Cambs is privately owned and so we do not hold this information. However, Paul has not heard of any instances. He also feels this is a question best asked of Cambridgeshire Constabulary. As of 02.09.19 contact as not been made (I have been trying to establish who our police liaison is in order to ask)	In progress
126. a.	Highways & Infrastructure Committee Agenda Plan and Appointments to Outside Bodies	James Veitch	A Member queried as to why the Business Plan was not on the forward agenda plan. The Executive Director, Place and Economy clarified that it could be added.		
126. b.	Highways & Infrastructure Committee Agenda Plan and Appointments to Outside Bodies	Steve Cox	The Chairman stated that it would be beneficial if an induction event was organised in October 2019	AIR working with SC and James V to organise	In progress