

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

Minutes-Action Log



Introduction:

This is the updated action log as at **29th November 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 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 12th 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 13th September 2016					
202.	Minutes/Action Log	Richard Lumley	Circulate information about how the highway maintenance budget was split between highways and footpaths, and the allocations to different districts.	Spokes report emailed to Committee on 29/11/16.	Yes
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.	Ongoing
215.	Ely Archives Building	Christine May	Circulate a detailed timeline of Archives Centre construction.	Included as an appendix to the A&IC report – emailed to H&CI Members on 28/10/16	Yes
215.	Ely Archives Building	Jill Terrell	Running costs of the new Archives Centre to be emailed to Committee.	Emailed to Committee 25/11/16.	Yes
216.	Service Committee Review of the Draft Revenue Business Planning Programme 2017-18	Emma Murden	Difficulty getting new streetlights.	See appendix 1	Yes

216.	Service Committee Review of the Draft Revenue Business Planning Programme 2017-18	Richard Lumley / Matt Staton	Road Safety projects and campaigns – circulate more detail on the Public Health grant.	See footnote ¹	Yes
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Appendix 1

This is an update of the current situation with third party works between Balfour Beatty (BB) and third party clients which sit outside the current PFI Street Lighting Contract, between Cambridgeshire County Council (CCC) and BB.

BB, as with any private contractor, offer the opportunity for individuals/organisations to approach them directly regarding third party/private funded works. Any agreement is purely between BB and their clients, as this does not directly related to the PFI Contract; works can include parish lighting, developers' schemes or other private works.

Currently there are 40 outstanding orders placed with BB by third parties awaiting the work to be completed. There are 99 enquiries that require estimates/quotations for works which are for a variety of clients. Unfortunately there has been a capacity issue within BB Impacting their ability to complete this type of work, alongside the completion of the rollout of the lighting stock and refurbishment programme under the PFI. The critical position of the PFI contract in recent months has resulted in BB focussing resources onto PFI replacement works.

This matter has now been addressed with BB's new management team whose view is that third party revenue is critical for the duration of the Maintenance Contract and as such, have allocated resource back onto both the execution of private works and the provision of estimates. BB apologise for the lack of progress on these works and for the inconvenience caused.

BB have assured us that resources are available for the works, and at the present time they are looking at the programming of these works. To assist with the works programming we have highlighted a number of or priority sites, which had been escalated to CCC. However should BB's customers find BB's timescales unacceptable then they may be able to consider procuring the work from another suitably qualified contractor. Any decision of this nature will be subject to the applicant's original agreement with BB and provided that the applicant owns the asset or will take on ownership going forward.

¹ In 2016/17 Public Health provided £84k of transformation funding for Road Safety Education activity to facilitate transformation of the programme towards income generation, commissioning, alternative grant funding or winding down of elements of the service. The main areas this has been allocated to fund are: (i) Children's Traffic Club which, without external sponsorship/alternative funding, will not continue in 2017/18; (ii) behaviour change campaigns which have also been supported by Cambridgeshire Police and Crime Commissioner's Casualty Reduction Fund and it is anticipated this fund will continue to be utilised to mitigate the effects of the reduction in 2017/18; and (iii) developing safe and sustainable travel programmes that will continue if the Council's Access Fund bid is successful – if not these may need to be scaled back.