

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

**Minutes-Action Log**



**Introduction:**

This is the updated action log as at **13<sup>th</sup> 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 1<sup>st</sup> September 2015**

<b>Minutes of 1<sup>st</sup> September 2015</b>					
<b>Item No.</b>	<b>Item</b>	<b>Action to be taken by</b>	<b>Action</b>	<b>Comments</b>	<b>Completed</b>
132.	<b>Cambridgeshire Highways Annual Report</b>	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 &amp; 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>	

<b>Minutes of 12<sup>th</sup> January 2016</b>					
<b>168.</b>	<b>Greater Cambridgeshire City Deal Executive Board Delegations</b>	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.	
<b>Minutes of 11<sup>th</sup> October 2016</b>					
<b>215.</b>	<b>Ely Archives Building</b>	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
<b>Minutes of 17<sup>th</sup> January 2017</b>					
<b>215.</b>	<b>Ely Archives Building</b>	Christine May	Officers agreed to come back to Members with the revised programme plan following A&IC on 27/01/17		