

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

Minutes-Action Log



Introduction:

This is the updated action log as at **13th 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 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.	
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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
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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		
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