

# HIGHWAYS AND COMMUNITY INFRASTRUCTURE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published 1<sup>st</sup> September 2017  
Updated 4<sup>th</sup> September 2017



Cambridgeshire  
County Council

## Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

\* indicates items expected to be recommended for determination by full Council.

+0 indicates items expected to be confidential, which would exclude the press and public. Additional information about confidential items is given at the foot of this document.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
<b>12/09/17</b>	Finance and Performance Report	Chris Malyon	Not applicable	30/08/17	01/09/17
	Trading Standards Update – Annual Report	Peter Gell/ Christine May	Not applicable		
	Service Committee Review of Draft 2018-19 Capital Programme and Capital Prioritisation	Graham Hughes	Not applicable		
	Agenda Plan/Appointments to Outside Bodies/Training Plan	Dawn Cave	Not applicable		
<b>10/10/17</b>	Finance and Performance Report	Chris Malyon	Not applicable	27/09/17	29/09/17
	Procurement of a new Real Time Passenger Information Contract	Sonia Hansen	2017/034		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	Service Committee Review of Draft Revenue Business Planning Proposals for 2018-19 to 2022-2023	Graham Hughes	Not applicable		
	Agenda Plan/Appointments to Outside Bodies/Training Plan	Dawn Cave	Not applicable		
<b>14/11/17</b>	Finance and Performance Report	Chris Malyon	Not applicable	01/11/17	03/11/17
	Ely Registration Office Relocation	Louise Clover	Not applicable		
	Service Committee Second Review of Draft 2018-19 Capital Programme and Capital Prioritisation	Graham Hughes	Not applicable		
	Parking Issues	Richard Lumley /Sonia Hansen	?		
	Agenda Plan/Appointments to Outside Bodies/Training Plan	Dawn Cave	Not applicable		
<b>05/12/17</b>	Finance and Performance Report	Chris Malyon	Not applicable	22/11/17	24/11/17
	Service Committee Final Review of Draft Revenue and Capital Business Planning Proposals for 2018-19 to 2022-2023	Graham Hughes	Not applicable		
	Library Service Transformation	Christine May	Not applicable		
	Road Safety across Cambridgeshire	Andy Preston/Matt Staton	2017/036		
	Agenda Plan/Appointments to Outside Bodies/Training Plan	Dawn Cave	Not applicable		
<b>16/01/18</b>	Finance and Performance Report	Chris Malyon	Not applicable	03/01/18	05/01/18
	Business Planning	Graham Hughes	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	Agenda Plan/Appointments to Outside Bodies/Training Plan	Dawn Cave	Not applicable		
<i>[13/02/18] Provisional Meeting</i>	Highway Contract Monitoring	Richard Lumley	Not applicable	31/01/18	02/02/18
<b>13/03/18</b>	Finance and Performance Report	Chris Malyon	Not applicable	28/02/18	02/03/18
	Agenda Plan/Appointments to Outside Bodies/Training Plan	Dawn Cave	Not applicable		
	Highways Infrastructure Assets Management Plan 2017/18	Richard Lumley/ Mike Atkins	Not applicable		
	Highways Infrastructure Assets Management Plan 2017/18	Richard Lumley/ Mike Atkins	Not applicable		
	Highways Contract 6 monthly update	Richard Lumley	Not applicable		
<i>[10/04/18] Provisional Meeting</i>				28/03/18	30/03/18
<b>22/05/18</b>	Finance and Performance Report	Chris Malyon	Not applicable	09/05/18	11/05/18
	Agenda Plan/Appointments to Outside Bodies/Training Plan	Dawn Cave	Not applicable		

**To be scheduled:** Cambridge Residents' Parking Schemes Delivery Plan (S Hansen, Key Decision 2017/033)  
**July 2018:** Annual review of the Highways Contract **September 2018:** Highway Contract Monitoring (R Lumley)

**Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)**

1. At least 28 clear days before a private meeting of a decision-making body, public notice must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

<b>Forward plan reference</b>	<b>Intended date of decision</b>	<b>Matter in respect of which the decision is to be made</b>	<b>Decision maker</b>	<b>List of documents to be submitted to the decision maker</b>	<b>Reason for the meeting to be held in private</b>

**Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)**

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

<b>Date of Chairman's agreement</b>	<b>Matter in respect of which the decision is to be made</b>	<b>Reasons why meeting urgent and cannot reasonably be deferred</b>

For further information, please contact Quentin Baker on 01223 727961 or [Quentin.Baker@cambridgeshire.gov.uk](mailto:Quentin.Baker@cambridgeshire.gov.uk)