

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

**Minutes-Action Log**



**Introduction:**

This is the updated action log as at **13<sup>th</sup> May 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.

<b>Minutes of 10<sup>th</sup> October 2017</b>					
<b>27.</b>	<b>Relocation of Ely Registration Office to Cambridgeshire Archives</b>  <b>Update: This action is now under the remit of the Communities and Partnership Committee.</b>	Louise Clover	Requested a monitoring report of the first year's operation be presented including qualitative data regarding user experience.	Move to Ely Archives likely to take place in the Summer of 2019, so report back to Committee will be in Aug/Sept 2020.	Noted for reporting in Summer 2020.
<b>Minutes of 24<sup>th</sup> November 2017</b>					
<b>34.</b>	<b>Parking Schemes and Charges</b>	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	Noted for future action, Autumn 2019.

				financial year, so it will be scheduled to coincide with future business planning committee dates, i.e. Oct/Nov 2019.	
<b>Minutes of 16<sup>th</sup> January 2018</b>					
<b>45(3)</b> .	<b>Minutes and Action Log</b>	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
<b>Minutes of 11<sup>th</sup> September 2018</b>					
<b>78.</b>	<b>Road Safety across Cambridgeshire</b>	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.	Report due to May/June 2019 H&CI committee.
<b>Minutes of 3<sup>rd</sup> December 2018</b>					
<b>b.</b>	<b>Minute and action log</b>	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

**Minutes of 12<sup>th</sup> March 2019**

<b>105. (1)</b>	<b>Finance &amp; Performance Report – January 2019</b>	Richard Lumley	Include more up-to-date detail on incomplete LHI schemes.		Completed
<b>105. (2)</b>	<b>Finance &amp; Performance Report – January 2019</b>	Richard Lumley	Number of LHI schemes, especially Cambridge City based, where the reason for the delay needs to be identified and schemes progressed.		Completed
<b>106.</b>	<b>Library Service Transformation</b>	Sue Wills	More information to be sent to Members on the upgrade of library computers.		Completed
<b>107.</b>	<b>Highway Infrastructure Asset Management</b>	Mike Atkins	Send Members a schematic setting out how the various policies and plans fit together.		In progress  Ongoing. Schematic being finalised. When completed and approved it will be uploaded to CCC website. (Mid-May)