

# HIGHWAYS AND INFRASTRUCTURE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 1st November 2019



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.

+ indicates items expected to be confidential, which would exclude the press and public.

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.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log;
- Finance Report;
- Agenda Plan, Appointments to Outside Bodies and Training Plan;

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
<b>04/12/19</b>	Business Planning			25/11/19	26/11/19
	Quarterly Performance Report				
<b>21/01/20</b>	Risk Register Review	Steve Cox		10/01/20	13/01/20
	Resident & Visitor Parking Permit Charges Review	Sonia Hansen/Nicola Gardner			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Parking Charges				
	Milton Household Recycling Centre	Adam Smith	2020/013		
<i>[18/02/20] Provisional mtg.</i>				07/02/20	10/02/20
<b>10/03/20</b>	Quarterly Performance Report			28/02/20	02/03/20
<i>[21/04/20] Provisional mtg.</i>	Risk Register Review	Steve Cox		10/04/20	13/04/20
<b>26/05/20</b>	Risk Register Review (tbc, depending on April)	Steve Cox		15/05/20	18/05/20
<i>[16/06/20] Provisional mtg.</i>	Quarterly Performance Report				
<b>07/07/20</b>					
<i>[11/08/20] Provisional mtg</i>					
<b>15/09/20</b>	Quarterly Performance Report				
<b>06/10/20</b>	Service Committee Review of Draft Revenue Business Planning Proposals for XXX to XXX.				
	Service Committee Review of Draft 2021/22 Capital Programme				
<b>10/11/20</b>	Business Planning (reserve in case of additions)				
<b>1/12/20</b>	Business Planning				
	Quarterly Performance Report				
<b>19/01/21</b>					
<i>[16/02/21] Provisional mtg</i>					

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
<b>09/03/21</b>	Quarterly Performance Report				
<i>[13/04/21] Provisional mtg</i>					
<b>08/06/21</b>					

**August/September 2020:** Performance report on first year of Ely Archives