

**HIGHWAYS &
INFRASTRUCTURE POLICY &
SERVICE COMMITTEE****Minutes-Action Log****Introduction:**

This is the updated action log as at **1st July 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.

Minutes of 24th November 2017

34.	Parking Schemes and Charges	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 financial year, so it will be scheduled to coincide with future business planning committee dates, i.e. Oct/Nov 2019.	Noted for future action, Autumn 2019.
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Minutes of 16th January 2018

45(3) .	Minutes and Action Log	Graham Hughes / Richard Lumley	Discuss with Skanska the feasibility of offering an	Part of a wider, longer term piece of work looking at possible delivery models	In progress, to be reported on towards end of
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			enhanced pothole repair service.	(including future funding) for highway services.	2019/20
Minutes of 11th September 2018					
78.	Road Safety across Cambridgeshire	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.
Minutes of 3rd December 2018					
b.	Minute and action log	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 21st May 2019					
116. a.	Finance and Performance Report-Outturn 2018-19	Richard Lumley/Sarah Heywood	Chairman requested a document outlining the various funding streams available to the Highways and Infrastructure (H&I) Committee. This document could then be circulated to the rest of the committee.	Information has been collated and is in the process of being formatted into an easy to read summary.	To be circulated before the August committee.

116. b.	Finance and Performance Report- Outturn 2018-19	Richard Lumley/Sarah Heywood	A Member requested that the Committee receive a comprehensive document that outlines where the footways money is being allocated.		Completed
116. c.	Finance and Performance Report- Outturn 2018-19	Richard Lumley/Sarah Hewood	A Member requested further explanation regarding the process of raising defect certificates		Completed
116. d.	Finance and Performance Report- Outturn 2018-19	Richard Lumley	A Member raised his concerns as to why he was the contact for an LHI Scheme in Chesterton. He noted that this specific scheme was not in his Division.		Completed
116. e.	Finance and Performance Report- Outturn 2018-19	Richard Lumley	Requested that Members were circulated a previous presentation that highlighted the process of improving roads. This then would be passed on to District and Parish Councils.		Completed
117.	Household Recycling Centre Van and Trailer E-Permit Scheme	Graham Hughes	Delegate responsibility to the Executive Direct Place and Economy in consultation with the Chair and Vice Chair of Highways and Infrastructure Committee to agree clear definition of the points made in paragraphs 1.2,	Adam Smith is working on this currently and will be signed off by Chairs and Vice Chairs by 11 July once complete.	In Progress

			1.3 and 1.6 of the report, the amendments required to the waste Private Finance Initiative contract in a Deed of Variation and obtain approval from the Department for Environment, Food and Rural Affairs for the amendments through the submission of a variation business case		
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