

MINUTES-ACTION LOG FROM PREVIOUS SERVICE
COMMITTEES



Introduction:

This initial action log as at **6th June 2020** captures the actions on service actions within the remit of this new Committee that were either still ongoing from the now dis-established Highways & Infrastructure and Economy and Environment Committees at the time of their last meeting or were actions requested at their last meetings. This log updates Members on the progress on the compliance in delivering the necessary actions.

MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 16TH JANUARY 2018

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
45.	Minutes and Action Log	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. Update - Given the current COVID situation, delivery of work is currently being reassessed and re-programmed. Whilst repair standards are now back to normal, resources are currently focussed on the delivery of road space reallocation work and recovery of urban centres. The Service	On Hold April 2020 - This action is on hold with the aim of revisiting later in the year.

				remains under capacity due to redeployment whilst Skanska are not yet back to operating at full capacity regarding resource.	
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MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 9TH JULY 2019

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
123.	Finance and Performance Report – May 2019	Steve Cox	Suggested that a report was brought to the Committee every six months regarding the legacy of the A14. All local members impacted could be consulted.	Discussions are ongoing with Highways England about this and the de-trunking of the existing A14. A Member queried when this report would be presented to the Committee. Officers stated they would add this report to the forward agenda plan for the new Highways and Transport Committee. The expectation was that this would go to the October meeting	IN PROGRESS – update in October
124.	Road Casualty Data Annual Report a) Progress report on CRASH training received by Police officers.	Matt Staton	Requested that a training progress report be brought back to the Committee from the Road Safety Partnership Board regarding the CRASH training received by Police officers.	Matt Staton to take to next Partnership Board meeting in September and then look to add to Agenda Plan. Raised at September 2nd Road Safety Partnership Board and to be reviewed at the scheduled September 2020 Committee	IN PROGRESS for completion as part of

				meeting as part of the annual road safety report.	September report
124.	Road Casualty Data Annual Report b) research project Loughborough University regarding likely collision sites	Matt Staton	The Chairman commented that the findings of the research project regarding likely collision sites being undertaken with Loughborough University could be brought to the committee for information and comment.	Matt Staton to liaise with Loughborough University in relation to published outputs from the project and look to coincide with appropriate date in the Agenda Plan. Road Safety Research Project scheduled for Members Seminar 4th September.	IN PROGRESS for completion when taken at September Members seminar

MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 4TH DECEMBER 2019

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
146. c. See also 311b) which is the same point raised at E and E committee	Finance Monitoring Report – October 2019	Graham Hughes/Richard Lumley	A Member raised concerns regarding the inequitable nature of the Local Highways Improvements (LHI) bid process. Officers to establish whether it was possible to resolve the anomalies found within this process.	A review of the LHI process was started pre COVID-19 and a discussion held with members in March 2020. Review currently paused due to present situation and redeployment of key officers.	ON HOLD

MINUTES OF ECONOMY AND ENVIRONMENT COMMITTEE 5TH MARCH 2020

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
311.	INTEGRATED TRANSPORT BLOCK (ITB) FUNDING ALLOCATION PROPOSALS				
a)	Reducing length of Panel meetings making decisions on individual schemes	Action: Richard Lumley	Concerns were raised by members and the Chairman Cllr Bates regarding the length of time panels were expected to meet to make decisions, citing a panel meeting of over 11 hours which was not seen as being efficient. There was a request that this should be reviewed and improvements suggested initially for consideration by the Chairman and Vice Chairman.	An e-mail response was sent to E and E Committee on 25 th March explaining that ordinarily the Local Highways Initiatives (LHI) panel meetings are held over two days where there are large numbers of applications for the panel to review. This year there was an issue with Member availability in a couple of the areas, with members cancelling at short notice. This left a small window to re-arrange the panels before the March Highways & Infrastructure Committee, at which the prioritisation lists were to be approved. Officers worked with local members to agree new dates and times, taking on board the member preference to hold panels in one sitting rather than across two days.	

				<p>The LHI process is being looked at and the concern around panel length will be included for consideration going forward but is currently on hold until later in the year given the current COVID situation and redeployment of key staff.</p>	<p>IN PROGRESS</p>
<p>b)</p>	<p>Review of scoring criteria to help review to achieve more equitable distribution of funding across the County.</p> <p>See also 146b) Raised at former H and I Cttee.</p>	<p>Action: Elsa Evans / Andy Preston</p>	<p>A number of Fenland schemes had been put forward but on scoring against the criteria, they had received low scores. Officers were asked to look into how a more equitable distribution of funding across the region could be achieved in the future including rural isolation weighting. Further to this, the Committee requested that officers review the current criteria for ways to improve its equitability and come back initially to the Chairman and Vice Chairman with any proposed amendments</p>	<p>A response was sent on 26th March 2020 explaining that officers' intention was to review the ITB prioritisation methodology in the summer in advance of prioritisation in the autumn for the 2021/22 funding allocation. Review would then be reported to the Chairman and Vice-Chairman later in the summer for their initial consideration, with any changes to the criteria to be the subject of a report back to Committee. This now has a target completion date of September 2020 depending on the position on the redeployed staff currently helping with the Covid hub activities.</p>	<p>IN PROGRESS - Due September 2020</p>

MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 10TH MARCH 2020

160.	Highways and Infrastructure Committee Action Log	Graham Hughes/Richard Lumley	In reference to Minute 146 c. above queried the progress that had been made. The Chairman confirmed that this was being investigated and a report would be presented to the Committee at a future meeting.	A review of the Local Highways Initiative (LHI) process was started pre COVID-19 and a discussion held with members in March. Review currently paused due to present situation and redeployment of key officers. Update–7 th May 2020 – A Member queried if notes containing more information on this action would be circulated to the Committee. Officers stated that it would be.	ON HOLD
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MINUTES OF ECONOMY AND ENVIRONMENT COMMITTEE 23RD APRIL 2020

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
324.	CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID-19				
	Providing more space on roads for cyclists and pedestrians during the lock down	Graham Hughes Service Director Highways and Transport / Richard Lumley Assistant Director of Highways	Further to an enquiry also made to the Leader of the Council the Committee to be copied into the response from the request from Cambridge residents which also included a request to consider the possibility of closing some roads.	Letter circulated. A report is on the agenda for this meeting.	ACTION COMPLETE.

326.	KINGS DYKE LEVEL CROSSING CLOSURE SCHEME				
	Contract Best Practice – Sharing Learning	Andy Preston Assistant Director, Infrastructure and Growth	As it was confirmed that the current tender exercise had highlighted valuable learning to be documented for other future large project procurement exercises, The Chairman requested that once completed, it should be shared beyond the County Council to include: <ul style="list-style-type: none"> • The Combined Authority, • Greater Cambridge Partnership, • local district councils. 	Officers are giving a target deadline of 31 st July due to the work in the Council’s response to COVID -19 and also the ongoing King’s Dyke work which means that this is not a priority at the moment	IN PROGRESS DUE JULY 2020

MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 7TH MAY 2020

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
173.	<p>Cambridgeshire County Council's Response to Covid-19</p> <p>a) short term risk log</p>	Steve Cox	<p>Suggested it would be beneficial if Members could have sight of the short term risk log for the internal-management of the County Council's response to Covid-19.</p> <p>Suggested it would also be beneficial if Members had sight of the longer term risk log for the strategic management of the delivery of the County Council's objectives arising from Covid-19.</p>	The action log was sent to the Committee for information on 21 st May	ACTION COMPLETED

<p>173.</p>	<p>Cambridgeshire County Council's Response to Covid-19</p> <p>b) Updated List of roads requiring repair as result of A14 works</p>	<p>Graham Hughes</p>	<p>Queried as to whether the Council were asking Highways England to repair local roads damaged by the work on the A14 as the roads were quieter. The Service Director for Highways and Transport stated that he would circulate an updated list of the roads needing to be repaired to the Committee.</p>	<p>In progress – evidence of damage to local roads continues to be collected by the local highway teams. This is currently being collated and will be used to inform ongoing discussions between the county council and Highways England. A monthly steering group is in place with senior officer representation and it is at this forum that maintenance of local roads is to be discussed going forward.</p>	<p>ACTION IN PROGRESS</p>
<p>173.</p>	<p>Cambridgeshire County Council's Response to Covid-19</p> <p>c) Re-opening public rights of way closed by landowners</p>	<p>Steve Cox</p>	<p>Sought more information regarding officers reopening public rights of way closed by landowners. The Member also asked whether any public rights of way were not currently open. The Executive Director for Place and Economy stated that he would take this away.</p>	<p>The response was sent to the Committee on 21st May 2020</p>	<p>ACTION COMPLETED.</p>