

**Item: 3****ECONOMY AND  
ENVIRONMENT COMMITTEE****Minutes - Action Log**Cambridgeshire  
County Council

This is the updated minutes action log as at 3rd October 2018 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

**ACTIONS FROM THE 8<sup>th</sup> FEBRUARY 2018 COMMITTEE**

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
88.	TRANSPORT SCHEME DEVELOPMENT - REVIEW OF SIFT PROCESS	Action: Karen Kitchener Principal Transport & Infrastructure Officer / Chris Poultney	a) That the process proposed would be further reviewed after a period of operation to see whether any changes were required.	An update will be coming forward to the December Committee meeting.	ACTION ONGOING

**ACTIONS FROM THE 12<sup>TH</sup> APRIL 2018 COMMITTEE**

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
105.	ELY SOUTHERN BYPASS – COST AND ADDITIONAL FUNDING REQUIREMENT	Rob Sanderson Democratic Services / Mairead Kelly Internal Audit	a) To inform Internal Audit of the Committee's requirement that it should review the costs of the project and what	Internal Audit were contacted on 19 <sup>th</sup> April and confirmed on 20 <sup>th</sup> April that they had already agreed (at the March Audit and Accounts Committee) to look at the Ely Bypass project as part of a review of capital budgets overspends and variations. As the intention had	

			<b>lessons could be learnt and that their conclusions should be shared with this Committee.</b>	<p>been to look at a number of different projects, this would be a high-level review rather than an in-depth review solely looking at the Ely Bypass project.</p> <p>The report from Internal Audit to the Audit and Accounts Committee had now been rescheduled to their November Committee meeting.</p>	<b>ACTION ONGOING</b>
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#### ACTIONS FROM THE 12<sup>TH</sup> JULY 2018 COMMITTEE

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
130.	<b>FINANCE AND PERFORMANCE REPORT</b> - Performance indicator titled 'Guided Busway passengers for the month'	Andy Preston	On the downward direction of travel arrow, as there was no comparator figure for the previous month and no explanation provided, Members had no way of knowing the reasons for the fall. <b>The Officers agreed to look to redraw the chart in future to provide better explanation of fluctuations.</b>	A detailed commentary and graphical representation to explain the previous longer term trend is now incorporated into the report.	<b>ACTION COMPLETED</b>

#### ACTIONS FROM THE 16<sup>TH</sup> AUGUST 2018 COMMITTEE

140.	<b>FINANCE AND PERFORMANCE REPORT – JUNE 2018</b>	Andy Preston	Following the recent adverse local press coverage. Officers to investigate and provide a comprehensive answer	A briefing note that outlines the development build out assumptions made in the transport assessment for the Busway was circulated to the Committee by Democratic Services on 2 <sup>nd</sup> October and is included as an	
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	<b>a) Guided Busway passenger Numbers projections clarification</b>		on all the development projected data for the guided busway that would have been used in the original consultant passenger number projections.	appendix to this Action Log.	<b>ACTION COMPLETED</b>
	<b>b) Review of key performance Indicator (PI) for continued relevance</b>	Jeremy Smith / Andy Preston	For officers to review the rating and explanation for the PI 'the average journey time per mile during the morning peak on the most congested routes'.	The PI has been reviewed and the rating amended to more accurately reflect the realistic position. Multiple partner organisations now also have a key influence over this performance indicator, including the Greater Cambridge Partnership and Cambridgeshire and Peterborough Combined Authority as the Transport Authority. The future approach to this PI is therefore under consideration.	<b>ACTION COMPLETED</b>
<b>ACTIONS FROM THE 13<sup>TH</sup> SEPTEMBER COMMITTEE MEETING 2018</b>					
<b>151.</b>	<b>FINANCE AND PERFORMANCE REPORT – JULY 2018</b> <b>Cycling way uptake</b>	Andy Preston	Whether data from existing traffic counters could monitor the take up on new cycleways as a way of showing their value and as a criteria to measure their success.	This data would be challenging to make available on a monthly basis in the F&P Report, but publishing it as an open data set on a 6 monthly basis would be more achievable.	<b>ACTION COMPLETED.</b>