

MINUTES
ACTION LOG HIGHWAYS AND TRANSPORT COMMITTEE

Introduction:

This action log as at 1st October 2020 captures the actions on service actions within the remit of this Committee including that are still ongoing on-going from the dis-established Highways & Infrastructure and Economy and Environment Committees. This log updates Members on the progress on the compliance in delivering the necessary actions.

MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 16 TH JANUARY 2018					
MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
45.	Minutes and Action Log – Skanska Enhanced Pothole Repair Service	Graham Hughes / Richard Lumley	Discuss with Skanska the feasibility of offering an enhanced pothole repair service. This was raised again at the Highways and Transport Committee on 15 th September	Part of a wider, longer term piece of work looking at possible delivery models (including future funding) for highway services.	IN PROGRESS A meeting is scheduled for 29 th October to discuss.

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 – A14 Legacy	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.	<p>Discussions are ongoing with Highways England about this and the de-trunking of the existing A14.</p> <p>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.</p>	<p>IN PROGRESS</p> <p>update scheduled for the November meeting</p>
124.	<p>Road Casualty Data Annual Report</p> <p>a) Road Safety Research Project Loughborough University - regarding likely collision sites</p>	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. The information was to be presented to a Members Seminar. Due to the lockdown restrictions Group Leaders have currently suspended the Member Seminar Programme	<p>ON HOLD</p> <p>Until the seminar programme resumes.</p>

MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 4TH DECEMBER 2019

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
146. See also 311b)	Finance Monitoring Report – October 2019	Graham Hughes/ Richard Lumley	Concerns were raised regarding the perceived inequitable nature of the Local Highways Initiative (LHI) bid process to some parts of the County. 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. The review remains paused due to the Highway services ongoing response to Covid. Although staff have returned from redeployment, attention has shifted to delivery of the active travel fund. This programme of work is time critical and therefore project resource has been re-tasked to support delivery of these schemes.	IN PROGRESS Officers are due to hold a meeting with Chair and Vice Chair 2 October to discuss next steps. An oral update will be provided at the Committee

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 LHI Panel meetings making decisions on individual schemes	Action: Richard Lumley	<p>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.</p> <p><i>There was a request that this should be reviewed and improvements suggested initially for consideration by the Chairman and Vice Chairman.</i></p>	<p>An e-mail response was sent to E and E Committee on 25th 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</p>	<p>COMPLETE</p> <p>Member panel dates for 2021/22 LHIs:</p> <p>South Cambs – 8th February</p> <p>Hunts – 24th February</p> <p>Fenland - 1st March</p>

				<p>window to re-arrange the panels before the March Highways & Infrastructure Committee, at which the prioritisation lists were to be approved.</p> <p>Officers have 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. The new dates are now included in the next column.</p>	<p>East Cambs – 3rd March</p> <p>Cambridge City – 10th February</p> <p>All panels will be via zoom / teams.</p> <p><i>The second part of this action referring to the review is being picked up under action no.146 above.</i></p>
b)	<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 Committee in December 2019.</p>	Action: Elsa Evans / Andy Preston	<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. The 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. Due to staff availability, this review is still to take place, but the intention</p>	

				remains to have this available and discussed with Members for the next prioritisation exercise.	ACTION ONGOING
MINUTES OF HIGHWAYS AND TRANSPORT COMMITTEE 16th JUNE 2020					
MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
5.	A10/ A142 ROUNDABOUT / LANCASTER WAY ROUNDABOUT IMPROVEMENTS	Chairman in consultation with Officers.	To write to the Cambridgeshire and Peterborough Combined Authority (CPCA) to bring to the attention of the A10 Project Board the vital importance of pedestrian and cycling infrastructure within their proposed designs.	A letter was emailed highlighting the request and a letter of acknowledgement was received on 15 th September that was orally reported to that meeting.	ACTION COMPLETED

MINUTES OF HIGHWAYS AND TRANSPORT COMMITTEE 7TH JULY 2020

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
16.	CAMBRIDGESHIRE AND PETERBOROUGH ROAD SAFETY PARTNERSHIP STRATEGY a) Wider Distribution of Strategy	Matt Staton	a) Strategy should be circulated to all District, Town and Parish Councils and other identified interested parties.	A wider distribution will be undertaken in October as part of a coordinated communication across partners related to the new strategy	IN PROGRESS The strategy will be shared following the 5 th October Road Safety Partnership Board meeting, along with a media release.

MINUTES OF HIGHWAYS AND TRANSPORT COMMITTEE 15TH SEPTEMBER 2020 - note - due to the close proximity of this meeting to the current October meeting many of these actions will still be in progress

MINUTE NO	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
24	MINUTES ACTION LOG - Minute 151 Wisbech Access Strategy Phase 1	Chairman Cllr Bates	Referencing that Cllr King had been appointed as an additional member to the Wisbech Steering Group via the Outside Organisations delegations process, Cllr Dupre asked that the Chairman look into the practicalities of agreeing the same for the Heavy Goods Vehicle (HGV) Diamond Area Steering Group so that she	The Chairman agree to speak to the Chairman of the Steering Group Councillor Criswell.	In progress

			could be considered as an additional member appointment.		
25	WINTER SERVICE PLAN 2020-21				
	a) Gritting the new Bar Hill Bridge	Jon Clarke / Dennis Vacher	On the issue of gritting this new very steep bridge raised by Councillor Harford, Officers undertook to inspect the bridge and see what would be the best method to treat it.	Following an inspection officers would also confirm whether, and if so, when the structure is to be handed over to the Authority so that plans are in place. Officers would contact Cllr Harford and keep her updated as the work progressed.	Action Ongoing
	b) Seeking new volunteers to help gritting operations	Chairman Councillor Bates	It was suggested that the volunteer mutual aid groups formed during the Covid 19 lockdown would be an excellent source for potential new recruits. The Chairman indicated that he had already been in discussion with the Councillor Criswell, Chairman of the Communities and Partnership Committee in respect of seeking new volunteers and obtaining contact points from such groups and would pass them on to the officers.	The Chairman to provide an oral update.	Action Ongoing
	c) Appendix K to be updated for name corrections and additional new bridges / cycle		Highlighting that in this appendix the Milton cycle bridge link to Cambridge North was	The Winter Maintenance Team had been alerted to following the meeting and would ensure that the	Action Ongoing

	routes included in gritting routes		incorrectly named and the information on the website was not up to date regarding additional bridges / cycle routes.	references to the Jane Coston Bridge are corrected in the document, and on the website. The appendices are currently also being checked to ensure the most up to date version is included on the website. It is anticipated that this work will be completed before the start of the gritting season	
	d) Checking the arrangements and contacts for gritting support with district and parish councils		In response to a query from Councillor officers would check the local contact arrangements particularly in relation to the issue raised in her particular area.	This was to be looked into.	Action Ongoing
29.	CAMBRIDGESHIRE HIGHWAYS CONTRACT ANNUAL REPORT 2019-20				
	a) Providing delivery dates for LHI schemes and other projects	Emma Murden	A member highlighting that information provided in reports to the Committee on Local Highways initiative schemes never provided expected delivery dates and was also the case with some major projects.	Officers would look at how they could improve communications on project timelines.	ACTION ONGOING
	b) Request for a new policy for seeking compensation for developer damage	Richard Lumley / Graham Hughes	This was on the basis that local highways offices were stretched enough without having to incur additional costs as a result of	As this was a wide-ranging issue, Officers would investigate the practicalities and bring back proposals for further consideration.	ACTION ONGOING

	c) Web Link to all Place and Economy Performance Indicators	Emma Murden	The Chairman suggested that as all the performance indicators Key and other, were now all on the website a link should be sent to all the Committee. Providing	Being progressed	ACTION ONGOING
	d) Providing details of the website: <i>One.network</i> to all councillors.	Richard Lumley	Further to a Member highlighting the website: <i>One.network</i> that provided very useful information in respect of scheduled roadworks the Chairman asked that officers look at providing works schedule lists / details of the website to all Councillors including those in parishes.	This information has been added to the fortnightly works programme emails that get sent to County, District and Parish Councillors. The email goes out from the IHMC, with a pdf for each District.	ACTION COMPLETED
30.	COVID 19 TEMPORARY CYCLING PROPOSALS	Jeremy Smith	As an additional resolution Officers were asked to take away the 24 hour B1040 Lorry ban proposal raised by one of the speakers and consult with the Department of Transport of whether it, would be appropriate for inclusion in the current tranche 2 list	A response was received from the Department of Transport on 28 th September that the proposal was not compliant with Emergency Active Travel Fund (EATF) guidance and would therefore not be eligible for funding from the EATF. The Parish Councillor who had spoken at the meeting, the clerk to Hilton parish Council and the Petition organiser were informed of the Department's decision on 29 th September.	ACTION COMPLETED