

**HIGHWAYS &  
INFRASTRUCTURE POLICY &  
SERVICE COMMITTEE**

**Minutes-Action Log**



**Introduction:**

This is the updated action log as at **1<sup>st</sup> May 2020** and captures the actions arising from the most recent Highways & Infrastructure Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

**Minutes of 16<sup>th</sup> January 2018**

<b>Minutes of 16<sup>th</sup> January 2018</b>					
<b>45.</b>	<b>Minutes and Action Log</b>	Graham Hughes / Richard Lumley	Discuss with Skanska the feasibility of offering an enhanced pothole repair service.fl	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 previous standards have had to be relaxed due to availability of PPE, social distancing practices etc.	April 2020 - This action is on hold with the aim of revisiting later in the year.

**Minutes of 9<sup>th</sup> July 2019**

<b>123.</b>	<b>Finance and Performance Report – May 2019</b>	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. It is anticipated that the first report can be made to Committee in November	In progress  A14 update report to go to a future committee meeting.
<b>124.</b> <b>a.</b>	<b>Road Casualty Data Annual Report</b>	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 meeting as part of the annual road safety report.
<b>124.</b> <b>b.</b>	<b>Road Casualty Data Annual Report</b>	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	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.

			committee for information and comment.		
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**Minutes of 4<sup>th</sup> December 2019**

<b>146.</b> <b>c.</b>	<b>Finance Monitoring Report – October 2019</b>	Graham Hughes/Richard Lumley	A Member raised concerns regarding the inequitable nature of the 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.	On Hold  Review currently paused due to present situation and redeployment of key officers.
<b>146.</b> <b>d.</b>	<b>Finance Monitoring Report – October 2019</b>	Graham Hughes/Richard Lumley.	Officers to include a graph within the report comparing LHI delivery performance from last year to the current year.	A quarterly table will be part of the LHI update provided to committee.	Complete
<b>146.</b> <b>f.</b>	<b>Finance Monitoring Report – October 2019</b>	Graham Hughes/Richard Lumley	Provide information to all Members and substitute Members regarding the progress of the LHI schemes which had been submitted using the A14 Legacy Fund.	Dorothy Higginson liaising with Highways England on a progress report. Little success to date. This is now being escalated via Andy Preston with the HE.  Democratic Services sent response to Members on 3 <sup>rd</sup> April 2020.	Complete

**Minutes of 21<sup>st</sup> January 2020**

<b>153.</b>	<b>Finance Monitoring Report – November 2019</b>	Richard Lumley	Assistant Director, Highways to find out more information regarding the total number of trees planted in Cambridgeshire.	Monthly report to committee has been widened to capture trees planted across P&E going forward.	Complete
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**Minutes of 10<sup>th</sup> March 2020**

<b>160.</b>	<b>Highways and Infrastructure Committee Action Log</b>	Graham Hughes/Richard Lumley	<p>In reference to Minute 146 c. above.</p> <p>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.</p>	A review of the 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.	On Hold
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162	<b>Finance Monitoring Report – January 2020</b>	Graham Hughes / Richard Lumley	Queried whether any further legislative measures could be taken to target the road users who were repeatedly using the bus gates illegally. It was also queried as to whether officers had written to the road users repeatedly being fined.	There are unfortunately no further legislative measures that can be taken to penalise repeat offenders. We do not write to road users who repeatedly receive penalty charge notices for road fines or bus gates.	Complete
165.	<b>Local Highway Improvement (LHI) Schemes 2020-21</b>	Matt Staton	Raised concerns regarding the proposal to bring the LHI application window forward by 2 months. This would mean that part of the application window would occur during Cambridge City Council's pre-election period. The Highway Projects & Road Safety Manager confirmed that he would investigate in consultation with the Monitoring Officer	Local Elections postponed until May 2021.  Democratic Services circulated a response to the Committee on 17th March 2020.	Complete
166.	<b>Highway Infrastructure Asset Management</b>	Mike Atkins	Highlighted the high number of highway related insurance claims received from South Cambridgeshire. The Chairman suggested this should be analysed further.	Officers have reviewed the numbers of insurance claims over years 17/18 and 18/19 and have noted the disproportionate increase in claims in South Cambridgeshire compared to other areas of the county. The	Complete

				increase in numbers of claims in South Cambridgeshire is very largely attributable to increases in the number of claims for damage to vehicles. The vast majority of these claims for vehicular damage are for damage caused by potholes.	
167.	<b>Residents' Parking Delivery Review</b>	Graham Hughes	Queried whether the Council could be subject to judicial review (JR) if all the RPSs were postponed.	The Ombudsman advised the Council is entitled to look at other pressures when it decides what not to implement. Whether you feel the policy needs amended is for you to decide, but in terms of our expectations I think we'd just want the Council to be clear with people how any request will currently be handled. It is fine for the Council to keep its policies and delivery plans under review in light of resource pressures. There wouldn't seem to be any duty on the Council to carry out any scheme it's already agreed to.	Complete
168.	<b>Highways and Infrastructure Committee Agenda Plan, Training Plan and Appointments to Outside Bodies.</b>	James Veitch	LHI Review report to be brought to the September Committee meeting.	Added to Committee Agenda Plan.	Complete

