

**HIGHWAYS &
COMMUNITY
INFRASTRUCTURE
POLICY & SERVICE
COMMITTEE**

Minutes-Action Log



Introduction:

This is the updated action log as at **4th January 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 10th October 2017					
27.	Relocation of Ely Registration Office to Cambridgeshire Archives	Louise Clover	Requested a monitoring report of the first year's operation be presented including qualitative data regarding user experience.	Move to Ely Archives likely to take place in the Summer of 2019, so report back to Committee will be in Aug/Sept 2020.	Noted for reporting in Summer 2020.
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	Noted for future action, Autumn 2019.

				business planning committee dates, i.e. Oct/Nov 2019.	
Minutes of 16th January 2018					
45(3) .	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.	In progress, to be reported on towards ends of 2019/20
Minutes of 10th April 2018					
69.	Finance & Performance Report	Sarah Heywood	Officers asked to include more detail e.g. likely timescales for the delayed King's Dyke scheme, including the reasons for the land acquisition delays.	Will support the service to expand on explanations for capital variances in the F&PR narrative	Complete
70.	Cambridgeshire Highways Contract Annual Report 2017-18	Richard Lumley / Emma Murden	Share with the Committee the stakeholder survey that was being developed.	Survey has not yet been developed. Will be shared with committee once drafted.	Noted for future action, for early 2018
70.	Cambridgeshire Highways Contract Annual Report 2017-18	Richard Lumley / Emma Murden	Report back on the plastic asphalt trial.	Commencing in Peterborough in September 2018, results to be shared at a later date.	Noted for future action early 2019

Minutes of 11th September 2018

77.	Library Service Transformation	Sue Wills	Explore extending the hours of Soham Library	Number of options currently being investigated.	In progress
77.	Library Service Transformation	Sue Wills	Requested a report back on the usage of computers in libraries.	Report scheduled for 12 th March Committee meeting.	In progress for 12.03.19
78.	Road Safety across Cambridgeshire	Matt Staton	Requested increased analysis in next year's report on analysis of the impact of safety cameras on sites.	To be included in the Accident Report to be presented to Committee in March 2019.	Noted for future action early 2019
79.	Finance and Performance Report – July 2018	Christine May	Request an update on Library schemes being funded through developer contributions.	A list will be circulated to members of the Committee	In progress by end October 2018
80.	Agenda Plan	Richard Lumley	Schedule a report (to E&E?) on the impact of the opening of the Ely Southern Bypass on the A1123, and the possibility of signage to avoid Witcham, Haddenham and Stretham.		

Minutes of 9th October 2018

82.	Minutes and Action Log	Sue Wills	Engage with Mr Carpen on history of Cambridge proposal.		
84.	Finance and Performance Report	Sarah Heywood/ Richard Lumley	Requested further information on red performance indicators	Briefing note emailed to Committee on 04/01/19.	Complete

			(Classified/unclassified roads).		
86.	Service Committee Review of the draft 2019-20 Capital Programme	Graham Hughes/ Richard Lumley	Requested summary of highways maintenance programme	Briefing note being pulled together and will be circulated to committee members via email.	In progress by start of Nov 2018
86.	Service Committee Review of the draft 2019-20 Capital Programme	Christine May	Requested investment overview of the new Hub schemes.		
Minutes of 3rd December 2018					
89.	Minutes and Action Log (in reference to minute items 76 and 82)	Sue Wills/ Christine May	Members wanted to be informed as to the outcomes of the engagement with Mr Carpen on History of Cambridge proposal.		
89.	Minutes and Action Log (in reference to minute item 86)	Graham Hughes/Richard Lumley	Summary of highways maintenance programme to be circulated to Members		
89.	Minutes and Action Log	Graham Hughes/Richard Lumley	Parking Permit Charges review should be a clear action on the Action Log.		
93.	Integrated Transport Block Funding Allocation	Graham Hughes/Richard Lumley	Report back to Members regarding the cost of advertising TROs in newspapers.	Email sent to Committee on 04/01/19.	Complete