

Item: 2b)**ECONOMY AND
ENVIRONMENT COMMITTEE****Minutes - Action Log**

This is the updated minutes action log as at 6th January 2020 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 17th OCTOBER 2019 COMMITTEE

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
279.	ALCONBURY WEALD ERMINE STREET LITTLE STUKELEY – OUTLINE PLANNING APPLICATION CONSULTATION RESPONSE	Juliet Richardson	Delegate to the Executive Director (Place and Economy) in consultation with the Chairman and Vice Chairman of the Committee the authority to make minor changes to the response.	Officers sent a response on 26 th November with the details of the response included in an email to the Committee on 12 th December.	ACTION COMPLETED.

ACTIONS FROM THE 5TH DECEMBER COMMITTEE

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
289.	MINUTES ACTION LOG - Alconbury Weald Ermine Street Little Stukeley Outline Planning Application Consultation	Andy Preston / Rob Sanderson	In respect of the missing information in the log regarding the date when the response was sent, should be followed and details provided outside of the meeting.	See response to Minute 279 above.	ACTION COMPLETED.

	Response.				
291.	PERFORMANCE REPORT QUARTER 2				
	<p>a) Query why the green indicator criteria for Economy and Environment Committee being on target or better had a text percentage “up to 4%” when for Health Committee the green indicator had a percentage figure “up to 5%”</p>	Matthew Tullett	<p>In discussion it was considered inappropriate that service committees should have different percentage performance measures for the same RAG (Red, Amber, Green rating). The lead officer was asked to look into this with colleagues, with the Committee recommendation being that they should ensure that for the future, all service committees should have the same RAG status criteria.</p>	<p>The wording has now been changed on the E and E Committee covering report to the following which should now ensure that it is the same as the other committee performance reports.</p> <p>“The following RAGB statuses are being used:</p> <ul style="list-style-type: none"> • Red – current performance is 10% or more from target • Amber – current performance is off target by less than 10% • Green – current performance is on target or better by up to 5% • Blue – current performance is better than target by 5% or more” 	ACTION COMPLETED
	<p>b) Page 25 Indicator 32 – ‘Growth in cycling from a 2004/5 average baseline’ Explanation of why after the November 2018 Committee had requested that the information should be included</p>	Matthew Tullett	<p>The Committee asked Officers to review whether the target should have been changed to the number of cycle journeys rather than as a percentage figure and provide details of the reason why it was not changed.</p>	<p>The format has been changed and now includes details of cycle journeys. Following consultation with the Vice Chairman, he has expressed his</p>	

	as actual numbers, the information was still being shown as percentages on the graph.			contentment with the revised format for the performance indicator. The revised format which will be included to future Committee meetings	ACTION COMPLETED
292.	FINANCE MONITORING REPORT – OCTOBER 2019	Sarah Heywood / Paul Nelson	Officers were requested to provide a more detailed breakdown of the make-up of the Community Transport underspend of £-313.k to be sent to the Committee outside of the meeting.	An e-mail explanation was sent to the Committee on 13 th December with the detail as set out in the Appendix below.	ACTION COMPLETED

APPENDIX - FINANCE MONITORING REPORT – OCTOBER 2019 - MORE DETAILS ON COMMUNITY TRANSPORT UNDERSPEND

Both the Public Transport budget and the Concessionary Fares Budget are funded by the Combined Authority and are managed and operated by Cambridgeshire County Council.

In budget build for 2019/2020, £478K of funding was transferred from Concessionary Fares to Public Transport to reflect the underlying underspend in Concessionary Fares and the pressures within Public Transport. The 19/20 net budget for Public Transport is £2.789m (this includes Cambridgeshire Future Transport, Bus Services Operators Grant, Community Transport and the team costs) and Concessionary Fares is £4.292m the (Gross budget is £5.842m as it is part funded from On-Street and Bus Lane Enforcement).

Both the Public Transport forecast and the Concessionary Fares forecast are updated on a monthly basis to reflect the latest financial position. The Public Transport forecast reflects the fact that some routes which have been re-tendered have come in higher or lower than the previous cost, and some routes have come to an end as there were no bidders. The contracts which ceased were Contracts 28 and 390 which created a saving of around £90k. Contract 28 was a demand responsive service from the Gamlingay, Gransdens and Abbotsley areas of the county into St Neots, which operated Monday to Friday. Contract 390 was a one day a week service from Wisbech to Peterborough via Murrow and Parson Drove. Alternatives are provided by local community transport schemes and we have received no adverse comments since the services ceased.

Paul Nelson
Local Passenger Transport Manager

