

**HIGHWAYS &  
INFRASTRUCTURE POLICY &  
SERVICE COMMITTEE**



**Minutes-Action Log**

**Introduction:**

This is the updated action log as at **2<sup>nd</sup> March 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 24<sup>th</sup> November 2017**

<b>34.</b>	<b>Parking Schemes and Charges</b>	Richard Lumley/ Dawn Cave	Review Park & Ride parking charges in two years' time, following the removal of the £1 parking charge.	Democratic Services sent a briefing note to Committee Members on 12 <sup>th</sup> February 2020.	Complete
------------	------------------------------------	------------------------------	--	--	----------

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

<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.	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 end of 2019/20
------------	-------------------------------	-----------------------------------	--	---	---

**Minutes of 3<sup>rd</sup> December 2018**

<b>89.</b> <b>b.</b>	<b>Minute and action log</b>	Richard Lumley / Sonia Hansen	Resident & Visitor Parking Permit Charges review	Residents parking schemes are still being implemented, whilst those schemes that	Complete
-------------------------	------------------------------	----------------------------------	--	--	----------

			should be a clear action on the Action Log.	have been implemented have not been in long enough to provide sufficient data for review.	
<b>Minutes of 9<sup>th</sup> July 2019</b>					
<b>123.</b> <b>a.</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 for November 2019

<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 2 <sup>nd</sup> Road Safety Partnership Board and to be reviewed at March/April H&I Committee as part of the annual road safety report  <b>Road Safety report scheduled for March 2020 meeting.</b>
<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 committee for information and comment.	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.	<b>Road Safety Research Project scheduled for members seminar 4<sup>th</sup> September.</b>

**Minutes of 4<sup>th</sup> December 2019**

<b>Minutes of 4<sup>th</sup> December 2019</b>					
<b>144.</b> <b>b.</b>	<b>Minutes and Action Log</b>	Richard Lumley	Review of the online Highways Fault Reporting Tool and investigate whether it could be linked to 'FixMyStreet'.	Highways Fault Reporting Tool does not link to 'FixMyStreet', however we are carrying out a full review and procurement exercise for Highways systems across both authorities, including public reporting	Complete
<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.	Progress currently being looked at by the team in conjunction with Chair and Vice-Chair.	Ongoing
<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.	Table currently being pulled together and will be part of the LHI update provided at the March Committee.	Ongoing
<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	Ongoing

<b>Minutes of 21<sup>st</sup> January 2020</b>					
<b>151.</b>	<b>Minutes and Action Log</b>	James Veitch	Committee should receive a quarterly report on the Highways Contract.	Added to Committee Agenda Plan.	Complete
<b>a.</b>					
<b>151.</b>	<b>Minutes and Action Log</b>	Richard Lumley	Assistant Director, Highways to meet with Members to explain how the performance of the Highways Contract is managed.	Meeting to be held on the 18th February.	Complete
<b>b.</b>					
<b>152.</b>	<b>Petitions and Public Questions</b>	Sonia Hansen/James Veitch	Officers to send a response to Julia Sang	Response sent by Democratic Services on 29 <sup>th</sup> January 2020.	Complete
<b>a.</b>					
<b>152.</b>	<b>Petitions and Public Questions</b>	Sonia Hansen/James Veitch	Officers to send a response to Alexander Nix	Response sent by Democratic Services on 29 <sup>th</sup> January 2020.	Complete
<b>b.</b>					
<b>152.</b>	<b>Petitions and Public Questions</b>	Sonia Hansen/James Veitch	Officers to send a response to Matthew Danish	Response sent by Democratic Services on 29 <sup>th</sup> January 2020.	Complete
<b>c.</b>					
<b>152.</b>	<b>Petitions and Public Questions</b>	Sonia Hansen/James Veitch	Officers to send a response to Councillor Katie Thornburrow.	Response sent by Democratic Services on 29 <sup>th</sup> January 2020.	Complete
<b>d.</b>					

<b>152.</b> <b>e.</b>	<b>Petitions and Public Questions</b>	Sonia Hansen/James Veitch	Officers to send a response to Penny Heath	Response sent by Democratic Services on 29 <sup>th</sup> January 2020.	Complete
<b>153.</b> <b>a.</b>	<b>Finance Monitoring Report – November 2019</b>	Richard Lumley	Assistant Director, Highways to talk to relevant team to find out more information regarding why a Member had been told that there wasn't sufficient resources to repair a certain highway in his division.	An order was raised on the 21st January to clean all Gullies and Offlets along the complete stretch of Hatchet Lane, paying attention to a reported blocked gully outside number 16, no further work required. Cllr and Parish informed.	Complete
<b>153.</b> <b>b.</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.		
<b>157.</b>	<b>Highways and Infrastructure Committee Forward Agenda Plan, Training Plan and Appointments to Outside Bodies.</b>	James Veitch	In reference to the Resident's Parking Permit Charge Review, It was agreed to defer the consideration of the introduction of one vehicle registration number per Tradesperson Permit until a future Committee meeting.	Added to Committee Agenda Plan	Complete