

## ACTION TRACKER – FOR DOWNS COMMITTEE 18 September 2023

Date of Meeting	Action Description	Holding Action	Deadline for Completion	Action Taken
28 Jun 2022	Investigate the issue around a resident installing a private driveway that is thought to be on Downs Committee owned land and provide an update at the next Committee meeting.	SS/ Parks Team and Legal Services	13 November 2023	Some progress had been made, discussions continuing about legal and practical options to agree a way forward.
28 Feb 2023	Transport and Parks Officers to attend a future meeting to brief the Committee on Pay and Display parking.	POR	13 November 2023	Ongoing, Task & Finish Group to meet again to expedite.
28 Feb 2023	Discuss engagement with disadvantaged children for the Education and Engagement Strategy.	CT/AS	13 November 2023	Ongoing. Further discussions had taken place and progress made.
25 Apr 2023	Downs Manager post.	JJ	13 November 2023	Ongoing. Post advertised, awaiting applications. Confirmed part time and pro rata salary.
18 September 2023	Contact AFA about the risk of fire from barbeques on the Downs.	BS	13 November 2023	Pending
18 September 2023	An informal meeting to be arranged between representatives of the Downs Committee and Downs for People to discuss issues relating to the North car park.	POR/MB	13 November 2023	Pending
18 September 2023	A tutorial for members of the Downs Committee regarding habitat for wildlife to be arranged.	AS	13 November 2023	Pending
18 September 2023	Costs of Sea Wall café proposal to be detailed. ( <i>Q from SC public forum</i> )	JJ/KJ	13 November 2023	Pending
18 September 2023	Following a request from members the Events Team undertook to provide a link to our online map illustrating what parts of the Downs could be used for events	SH	13 November 2023	Pending
18 September 2023	Parks officer and Events officer to pull together a report on the time needed	SH & BS	13 November 2023	Pending

	between each event and where the potential gaps are.			
18 September 2023	Accessing of CIL money, the Head of Parks to contact the S106 and CIL Project Manager to investigate	JJ/KJ	13 November 2023	Pending
18 September 2023	Parking - Task and Finish Group meeting to be arranged with Director Management of Place	Cllr POR	13 November 2023	Pending
18 September 2023	Spoil Heap on Observatory Road discuss with BCC legal team	Cllr POR/JJ	13 November 2023	Pending