

ACTION TRACKER – FOR DOWNS COMMITTEE 13 November 2023

	Date of Meeting	Action Description	Holding Action	Deadline for Completion	Action Taken
1	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	15/1/24	Some progress had been made, discussions continuing about legal and practical options to agree a way forward.
2	28 Feb 2023	Transport and Parks Officers to attend a future meeting to brief the Committee on Pay and Display parking.	POR	15/1/24	Task & Finish Group to meet again to expedite.
3	28 Feb 2023	Discuss engagement with disadvantaged children for the Education and Engagement Strategy.	CT/AS	15/1/24	Completed? Further discussions had taken place and progress made.
4	25 Apr 2023	Downs Manager post.	JJ	15/1/24	Poor response to job advert. Further meeting to improve response to look at ways of improving this
5	18 September 2023	Contact AFA about the risk of fire from barbeques on the Downs.	BS	13 November 2023	Completed. Meeting held with Southmead Fire Station
6	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	Completed. Report 13 November meeting details
7	18 September 2023	A walk and talk for members of the Downs Committee regarding habitat for wildlife to be arranged.	AS	13 November 2023	Completed. Avon Gorge and Downs Wildlife talk and walk held 17 November
8	18 September 2023	Costs of Sea Wall café proposal to be detailed. (Q from SC public forum)	JJ/KJ	15/1/24	Ongoing
9	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	Completed

10	18 September 2023	Parks officer and Events officer to pull together a report on the time needed between each event and where the potential gaps are.	SH & BS	13 November 2023	Completed (linked to item 9)
11	18 September 2023	Accessing of CIL money, the Head of Parks to contact the S106 and CIL Project Manager to investigate	JJ/KJ	15/1/24	E&F Sub Group to consider
12	18 September 2023	Parking - Task and Finish Group meeting to be arranged with Director Management of Place	Cllr POR	15/1/24	Ongoing
13	18 September 2023	Spoil Heap on Observatory Road discuss with BCC legal team	Cllr POR/JJ	15/1/24	Ongoing
14	13 November	Supplementary finance report regarding no extension for use of north car park beyond 1.1.24	KJ	15/1/24	Ongoing