

Downs Committee Work Plan 2022-23

Adopted by the Downs Committee 20th May 2022

No.	Activity	Responsible person / body	Timing	Budget Implication
1	Ongoing activities / business as usual			
1.1	Downs maintenance activities	BCC Parks (Downs Supervisor) reporting to DC	Ongoing annual programme of work	Ongoing revenue funding through Downs budget – delegation / budget authority to be reviewed
1.2	Education programme	Avon Gorge and Downs Wildlife Project (Avon Gorge & Downs Biodiversity Education Manager and Avon Gorge & Downs Learning and Engagement Officer) reporting to DC	Ongoing annual programme of work	Ongoing revenue funding through Downs budget
1.3	Publish and keep up to date a conservation plan including goals and specific activities related to conservation of the Downs natural environment, and safeguards for managing the impact of events and other Downs uses on the environment.	BCC Officers with appropriate expert input (including from the Avon Gorge & Downs Wildlife Project) reporting to DC	Initial publication end March 2023, reviewed annually	Ongoing revenue funding through Downs budget
1.4	Review the powers available to the committee to enforce existing byelaws and the resources required to do so effectively for consideration in future budget cycles.	T&F group with BCC legal advice reporting to full DC.	End March 2023	Possible implications for future revenue budgets if adopted

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2	Events			
2.1	Approve an annual programme of events taking into account agreed principles and feedback from previous events. Information about planned events should be published as openly and quickly as possible.	E&F sub-committee working with BCC events / licencing team	Regular review of annual programme	Revenue generation for Downs budget
2.2	Consider opportunities for longer term arrangement with event organisers, where compatible with agreed principles	E&F sub-committee working with BCC events / licencing team	Recommendation by end 2022 – ongoing review of opportunities	Revenue generation for Downs budget
2.3	Review processes to make it easier for people to host smaller community events on the Downs.	BCC Officers – events teams	Report to DC by end 2022	n/a
3	Income diversification & finance			
3.1	Consider opportunities for corporate / individual sponsorship programmes	T&F group to include relevant BCC officers, report back to DC	Recommendation by end 2022 – ongoing review of opportunities	Revenue generation for Downs budget
3.2	Review BCC programme for charging commercial operator in parks and consider how it should apply to the Downs	T&F group to include relevant BCC officers, report back to DC. Sue Long is BCC officer responsible.	To align with BCC parks programme	Revenue generation for Downs budget
3.3	Review suggestions for alternative commercial operations on the Downs to generate new income – all to be compatible to agreed principles	T&F group to include relevant BCC officers, report back to DC	Recommendation by end 2022 – ongoing review of opportunities	Revenue generation for Downs budget

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3.4	Re-base Downs budget to ensure that it accurately reflects the costs of maintaining the Downs and realistically forecasts income	BCC Finance reporting to E&F sub-committee	To present realistic budget for FY 2023/24	
3.5	Clarify protocols for management of Downs funds by BCC, including scheme of delegation / authority and process for sign-off of business plans for capital works	E&F sub-committee working with BCC finance / senior execs – final sign-off by DC	Agreed protocol ready to apply for FY 2023/24	
4	Buildings / Assets / Infrastructure			
4.1	Clarify consents required to carry out development works on existing sites	T&F group to include relevant BCC officers, report back to DC	ASAP	Impacts upon various capital projects – potential major cost if new legislation required
4.2	Toilet / café site at Sea Walls – progress funding and develop a funded plan for the development (subject to resolution of 4.1 above)	T&F group to include relevant BCC officers, report back to DC	ASAP subject to resolution of 4.1 above	Requires capital funding – should deliver revenue savings / income - tbc
4.3	Develop options appraisal and business case for future of the North Car Park following zoo closure in 2023	T&F group to include relevant BCC officers, report back to DC	ASAP	May require capital funding – aim is to replace some or all of the revenue lost from zoo parking
4.4	Re-development of changing rooms – develop a funded plan for the development (subject to resolution of 4.1 above)	T&F group to include relevant BCC officers, report back to DC	To follow 4.3 above	Requires capital funding – should deliver revenue savings / income - tbc
4.5	Develop options appraisal and business case(s) for infrastructure items to support events or to minimise the impact of events on the Downs (may link to 2.2 above)	T&F group to include relevant BCC officers, report back to DC	ASAP	May require capital funding – should be linked to sustained / improved events revenue
4.6	Continue to support the Council's executive leadership in a review of parking regulations around the Downs.	Downs Committee	Dependent upon BCC actions	n/a

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5	Governance and Accountability			
5.1	Consider options to strengthen executive leadership of the Downs	Chair / Vice-Chair working with BCC to make recommendations to full committee	ASAP	Potential revenue implications to be taken into account depending upon recommended options
5.2	Review committee procedure rules and practices to ensure meaningful opportunities for stakeholders and members of the public to interact, understand and challenge decision making (compatible with the Downs Act and agreed principles). This should include regular engagement opportunities for stakeholders. This should include a particular focus on communication with a broad range of Bristol citizens, both in terms of geography and demographics.	Downs committee (may delegate to a working group) working with BCC Dem Services support – final rules to be signed off by DC	Agree updated procedure rules by end 2022	n/a
5.3	Develop options appraisal and recommendations for alternative governance structure(s) which are compatible with the Downs Act and agreed principles. Consult with stakeholders before making any proposed change.	Downs committee (may delegate to a working group) – final rules to be signed off by DC	Recommendations to DC by end 2022	Potential revenue implications to be taken into account depending upon recommended options