

## Hampstead Heath, Highgate Wood and Queen's Park Committee

### Actions Sheet

	<b>Date</b>	<b>Action</b>	<b>Officer responsible</b>	<b>Progress Update</b>
1.	21 February 2018	The Draft Departmental Business Plan 2018/19 including clarification on the acronyms and symbols to be brought to the next Committee meeting.	Superintendent	Update at May 2018 Meeting
2.	21 February 2018	Convene a Spring 2018 HHHWQPC Walk on 23 May 2018 prior to the planned Committee meeting (walk to begin at 4.30pm followed by the Committee meeting at 6pm).	Town Clerk	Done
3.	21 February 2018	Notify the Cafés Campaign Team that the request for a representative to join the HHCC was not approved.	Chairman / Town Clerk	Done
4.	21 February 2018	Identify potential organisations which could provide representatives to represent people with physical disabilities on the HHCC.	Town Clerk	Done
5.	21 February 2018	Identify a representative on the HHCC for those with a physical disability.	Chairman / Superintendent	Update at May 2018 Meeting
6.	21 February 2018	Send an email update to QPCG Members re: the outcomes of a CCTV survey carried out to investigate the cause of movement in the flooring in the Play Area Toilets and a report to be presented at the next QPCG meeting.	Superintendent	Update at April 2018 Meeting

## Hampstead Heath, Highgate Wood and Queen's Park Committee

### Actions Sheet

	<b>Date</b>	<b>Action</b>	<b>Officer responsible</b>	<b>Progress Update</b>
7.	21 February 2018	Zippos circus to be asked to address health and safety concerns of the HHHWQPC / City Corporation and a risk assessment be carried out to decide what safety procedures would be required.	Superintendent	Update at May 2018 Meeting