



To all Members of the People Committee (Cllrs B. Nicholas (Chair), R. Dalton (Vice-chair), L. Barson, G. Fitzhugh, O. Lawrence, R. Lancashire, J. McArdle, E. Pond, and S. Wilson) with copies to all other Councillors for information.

You are hereby summoned to attend a **Meeting of the People Committee**  
to be held using Zoom (log in details to follow)  
on Wednesday 9 September 2020.

Lucie Prior, Acting Proper Officer

4 September 2020

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### AGENDA

<b>PP01-20/21</b>	<b>Apologies for absence</b> – to receive and approve any apologies for absence from councillors.
<b>PP02-20/21</b>	<b>Declarations of interest</b>
<b>PP03-20/21</b>	<b>Public session</b> – to receive any questions, representations or petitions from members of the Public. <i>(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).</i>
<b>PP04-20/21</b>	<b>Terms of Reference</b> to discuss the draft Terms of Reference and make a recommendation to the Council. To agree the Annual Plan taking into account the municipal year runs until May 2021. To agree the frequency of meetings and dates for the remainder of the municipal year.
<b>PP05-20/21</b>	<b>Financial Report</b> to discuss the draft budget for the Committee and make a recommendation to the Council.
<b>PP06-20/21</b>	<b>Working Groups</b> - to discuss the Working Groups that report to People Committee and receive any reports.
<b>PP07-20/21</b>	<b>Officers' report</b>

**People Committee  
Draft Terms of Reference**

Name of group	<b>People Committee</b>
Chair, Vice Chair	Cllr B. Nicholas (Chair) Cllr R. Dalton (Vice-Chair)
Membership (cllrs and coopted members*)	Cllrs L. Barson, G. Fitzhugh, O. Lawrence, R. Lancashire, J. McArdle, E. Pond, and S. Wilson
Frequency of meetings	5 times a year
Terms of reference	<ul style="list-style-type: none"> <li>• Promote community cohesion, neighbourliness and community spirit.</li> <li>• Work with state and voluntary service providers to help identify gaps in services to local people and help fill these gaps where possible with a focus on children and young people and groups in need or at risk of exclusion, such as unemployed people, older people and people with disabilities.</li> <li>• Advocate for the preservation and improvement of existing services and facilities for residents.</li> <li>• Support initiatives that address issues of crime and anti-social behavior in Queen's Park.</li> <li>• Identify and set up projects that fulfil QPCC's mission and objectives which are within the Health and Wellbeing objectives.</li> <li>• To agree, and work within, an Annual plan.</li> <li>• To authorise expenditure that is allocated to the committee.</li> <li>• To fundraise where necessary to support the work of the committee.</li> </ul>
Points of reference?	

All groups to notify the Chief Officer about dates of meetings and outcomes from meetings; and to provide written or verbal reports to each meeting of council.

<b>Report To:</b>	Queen's Park Community Council – People Committee		
<b>Title:</b>	Finance Report		
<b>Purpose:</b>	For Decision		
<b>Author:</b>	Councillor John McArdle Responsible Finance Officer		
<b>Date of Meeting</b>	9 September 2020	<b>Agenda Item</b>	PP05 20/21

## 1 Summary

This report sets out a distribution of cost centres across the Council and Committees and recommends that it be approved.

## 2 Recommendations

It is recommended that the Council approves the allocation of responsibility contained in Table 1 and recommends these to the Council.

## 3 Background

- 3.1 At its meeting on 17 June 2020 the Council agreed draft Terms of Reference for the new People and Place Committees and that each Committee should discuss these before submitting recommendations to the Council for approval. These are the subject of a separate item on this agenda.
- 3.2 The overall budget for 2020/21 has already been set by the Council and can only be changed by it. It is considered, however, that the monitoring of the budget in relation to any activity which is allocated to a Committee is best undertaken by that Committee. In future years, these budgets will be proposed to the Council by the Committee for consideration as part of the budget setting progress which takes place in January of each year.
- 3.3 The allocations shown in the appendix are based on the draft Terms of Reference and will be adjusted should those be changed.

## 2020/21 Budget As amended at April meeting of Council)

	Overall	People	Place	Council
<b>Income</b>				
1010 Project income				
1076 Precept	164,842			164,842
1200 Office rent income	-			-
1410 Income Summer Festival	6,500	6,500		
1411 Fireworks income	5,000	5,000		
1412 Winter Fair income	1,500	1,500		
1413 Voice income	-	-		
<b>Total income</b>	<b>177,842</b>	<b>13,000</b>	<b>-</b>	<b>164,842</b>

### Expenditure

#### Staff costs

4100 Staff costs	54,000			54,000
4105 Training	500			500
	<b>54,500</b>	<b>0</b>	<b>0</b>	<b>54,500</b>

#### Administration

<i>Councillor costs</i>				
4101 Cllr allowances	1,500			1,500
4105 Cllr training	1,000			1,000
4133 Chair's allowance	75			75
4150 Election costs	2,000			2,000
4125 Office rent	10,000			10,000
4127 Office maintenance	1,000			1,000
4126 Room bookings	1,400			1,400
4130 IT - hosting, computers , email	7,500			7,500
4132 Stationery and materials	500			500
4135 Telecomms, postage	1,000			1,000
4110 Website	2,500			2,500
4235 Advertising - recruitment	1,600			1,600
<i>Professional costs</i>				
4120 Insurance	1,300			1,300
4137 Subscriptions	2,600			2,600
4139 Travel expenses	150			150
4140 Professional fees	1,000			1,000
4142 Audit fees	1,000			1,000

#### Grants

4134 Community grants	25,000			25,000
4136 Pop Up Fund	2,000			2,000
4138 Special grants	27,500			27,500

Code

Outward facing

	Overall	People	Place	Council
4128 Catering	200			200
4129 Volunteer development	2,000	2,000		
4107 Community engagement	2,000	2,000		
4430 Children & young people	10,000	10,000		
4425 Social inclusion	500	500		
4420 Public & community arts	5,000		5,000	
4236 Marketing & promotion	500			500
<b>Total admin</b>	<b>110,825</b>	<b>14,500</b>	<b>5,000</b>	<b>91,325</b>

Events & Voice

4200 Queen's Park Voice	4,000			4,000
4225 Events administration	7,800	7,800		
4205 Winter Fair	3,200	3,200		
4206 Winter Social	100			100
4210 Summer festival	11,000	11,000		
4220 Fireworks	9,000	9,000		
	<b>35,100</b>	<b>31,000</b>	<b>0</b>	<b>4,100</b>

Environment & Open Spaces

4300 Community gardening	17,500		17,500	
4301 Dog strategy	4,000		4,000	
4999 Miscellaneous	0		0	
4305 Park developments	1,500		1,500	
4410 Air quality	500		500	
	<b>23,500</b>	<b>0</b>	<b>23,500</b>	<b>0</b>

Planning

4400 Neighbourhood Plan	2,000		2,000	
4402 Harrow Road projects	500		500	
4405 Retailers' support	-	-	-	
	<b>2,500</b>	<b>0</b>	<b>2,500</b>	<b>0</b>

<b>Total Expenditure by Committee</b>	226,425	45,500	31,000	149,925
<b>Total Income by Committee</b>	177,842	13,000	-	164,842
<b>Nte Expenditure by Committee</b>	48,583	32,500	31,000	- 14,917

<b>Total council income</b>	177,842	13,000	0	164,842
<b>Total council expenditure</b>	226,425	45,500	31,000	149,925
<b>Income less expenditure</b>	<b>-48,583</b>	<b>-32,500</b>	<b>-31,000</b>	<b>14,917</b>
Precept	164,842	0	0	164,842

Report To:	Queen's Park Community Council		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Community Development Officer and Acting Proper Officer, Liz Thorpe-Tracey, Projects and Events Coordinator		
Date of Meeting	09 September 2020	Agenda Item	PP 07-20/21

## 1 Summary

This report sets out some of the activity undertaken by Officers this summer and activities proposed for the next few months over the autumn.

## 2 Recommendations

That the Council notes the Report and discusses the matters raised.

## 3 Main tasks / issues since last full meeting of Council

Secret Summer Festival	<p>We worked within the rules and planned a series of covid-19 secure activities for vulnerable people and families with eight ticketed Covid 19 secure events.</p> <p>The rules involved limited numbers and times, online booking, outdoors only, health checks on arrival (including our special scent test), groups seated 2m apart, and a foot pump hand gel.</p> <p>The Secret Summer festival events were held in the playground at Queen's Park Primary School. They were lovely small entertaining and educational events, with live classical music, and an interactive animal discovery show. Everyone received a care pack with a mask, tissues, alcohol wipes and a snack. The events were well attended by local families, three families came more than once, they enjoyed it so much.</p> <p>Live photos and videos were posted on social media in order to show the community what was on and so that those that were shielding could still take part.</p>
Youth Summer Programme	<p>There were some horrific violent and fatal incidents in our neighbourhood, and to support our young people through this difficult period we quickly pulled together a two week Covid 19 secure Summer programme of activities for young people aged 13-16.</p> <p>A diverse programme for young people including arts, sports, culture and education was put on in the gardens of Lydford Hall.</p> <p>Music Production with the Youth Urban Arts Foundation, paddleboarding with Active 360, skateboarding, graffiti workshops,</p>

	<p>drumming, storytelling and a film crew. The programme was jam packed, with educational sessions of Street First Aid (what to do when someone is stabbed) and Social Media Mental Health awareness included.</p> <p>Funding was drawn down from W9 &amp; W10 ward funding, the aerial fund and Peabody Young Leaders to match fund QPCC funding.</p> <p>We welcomed an exceptional group of young people. Two young men on the autism spectrum, with ADHD and anxiety, young people who had been severely bullied, girls who were shy and very nervous after lockdown, local kids who were acutely aware of the threats surrounding them. They were scared, sick of lockdown and desperate for companionship in a safe environment. We kept in close contact with their parents, who were also understandably anxious. We gave parents daily feedback and photos of the activities. The parents were delighted, some had forced their reluctant kids to attend – and the feedback from their kids was fantastic. These young people who had never met before, formed an amazing bond of friendship. The activities were all designed to build confidence, and the facilitators focused on positive reinforcement of self-worth, encouraging them to carry on with tasks, using distraction methods to control challenging behaviour. It was very moving to see the change in these people over the intense two week programme. They were stronger, prouder, happier kids. It took 3 goes for one girl to paddleboard, starting with tears as she was terrified – but she was encouraged by the others, and she succeeded! There were many moments of triumph and achievement. The film of the programme is coming soon – look out for the Queen’s Park Reality Show!</p>
Prize Giving in the Dog Run	We also supported Chrissie Chambers with the QPCC Dog Prize Giving session in the local dog run. This session was again strictly socially distanced, with hand gel and temperature checks on arrival. The categories were Best Rescue Dog, Ms Diva, Mr Slick, Pup Idol, Best Attitude. We had a fantastic selection of fabulous dogs and each dog was rewarded with a prize.

#### 4 Main tasks / issues over the forthcoming period

Silver Saturday	We are in discussion with Westminster City Council for Saturday 3 October event with a provisional facility booking but holding the event depends on central Government Covid 19 policy changes.
Fireworks	We are in discussion with the Police and Westminster City Council for Thursday 5 November but holding the event depends on central Government Covid 19 policy changes. The contractors are available and are holding the date for us.



To all Members of the People Committee (Cllrs B. Nicholas (Chair), R. Dalton (Vice-chair), L. Barson, G. Fitzhugh, O. Lawrence, R. Lancashire, J. McArdle, E. Pond, and S. Wilson) with copies to all other Councillors for information.

You are hereby summoned to attend a **Meeting of the People Committee** to be held at 6pm using Zoom on Wednesday 14 October 2020.

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Join Zoom Meeting

<https://us02web.zoom.us/j/7867803081>

Meeting ID: 786 780 3081

Lucie Prior, Acting Proper Officer

10 October 2020

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### AGENDA

PP08-20/21	<b>Apologies for absence</b> – to receive and approve any apologies for absence from councillors.
PP09-20/21	<b>Declarations of interest</b>
PP10-20/21	<b>Public session</b> – to receive any questions, representations or petitions from members of the Public. <i>(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).</i>
PP11-20/21	<b>Care in Queen's Park</b> - to discuss the working paper and identify what services still need to be looked and what gaps there are in services.
PP12-20/21	<b>Detached &amp; Outreach Consultation with Young People</b> – to discuss and decide upon financial support for the consultation.
PP13-20/21	<b>Financial Report</b> - to receive a report of current financial position.
PP14-20/21	<b>Working Groups</b> - to receive reports for any Working Groups.
PP15-20/21	<b>Chairs' Report</b>
PP16-20/21	<b>Officers' Report</b>

Lucie Prior, Acting Proper Officer



<b>Report To:</b>	Queen's Park Community Council		
<b>Title:</b>	Care In Queen's Park		
<b>Purpose:</b>	For discussion		
<b>Author:</b>	Councillors Orrel Lawrence Gill Fitzhugh		
<b>Date of Meeting</b>	14 October 2020	<b>Agenda Item</b>	PP11 20/21

## 1 Summary

This report recommends that the Committee discusses the working paper prepared by the Care In Queen's Park working group.

## 2 Recommendations

That the Council:

- (1) Identifies what services still need to be looked at
- (2) Identifies what gaps there are in services
- (3) Agrees next steps for the work

## 3 Background and Context

- 3.1 At the first People Committee meeting the Care in Queen's Park Working Group was tasked with undertaking research into what services were available to locally to residents.
- 3.2 The Care in Queen's Park Working Group have undertaken extensive research through questionnaires to the organisations, interviews and desk based research (appendix 1). The working group have looked at what local services are available to residents, how the organisations are funded, the services' working relationship with QPCC, how that relationship can be built upon, what facilities the organisations use and what local resources the services could benefit from.

<b>Report To:</b>	People Committee - Queen's Park Community Council		
<b>Title:</b>	Detached and Outreach Consultation with Young People		
<b>Purpose:</b>	For decision		
<b>Author:</b>	Eartha Pond, Vice Chair		
<b>Date of Meeting</b>	14 October 2020	<b>Agenda Item</b>	PP12-20/21

## 1 Summary

The Committee are requested to consider the proposal of a detached and outreach consultation with young people in the area. The consultation aims to identify the gaps in services for young people as seen by young people. The Committee can then access financial resource to address this gap before the end of the financial year and take this into consideration when forward planning.

## 2 Recommendations

That the Committee:

- (1) Discusses the consultation and how this fits with the Terms of Reference.
- (2) Decides to commit financial resources of up to £3,500 depending on local youth provider quotes for the consultation with young people.  
This work should be carried out before December 2020.

## 3 Background and Context

The People Committee should look to commission a consultation with young people to identify the gaps and needs in service provision and identify good practice locally that can be celebrated/shared across residents/stakeholders.

The proposed partners and locations have been identified as hotspots young people use or congregate at following dialogue from residents and community members:

Schools	Organisations	Locations
<ul style="list-style-type: none"> <li>- Queens Park Primary</li> <li>- St Lukes Primary</li> <li>- Wilberforce</li> <li>- Essendine Primary</li> <li>- Paddington Academy</li> <li>- Westminster Academy</li> <li>- St Marylebone CE Bridge School</li> <li>- TBAP Alternative Provision</li> </ul>	<ul style="list-style-type: none"> <li>- The Avenues Youth Project</li> <li>- QPG</li> <li>- St Judes Church</li> <li>- St Johns Church</li> <li>- St Lukes</li> <li>- Lydford Hall</li> <li>- RealAction</li> <li>- AllStars</li> </ul>	<ul style="list-style-type: none"> <li>- Queens Park Court</li> <li>- Sixth Avenue</li> <li>- Fifth Avenue</li> <li>- Queens Park</li> <li>- Droop Street</li> <li>- Harrow Road (2<sup>nd</sup> Ave)</li> <li>- Kilburn Lane</li> <li>- Parry Road/ John Fearon Walk</li> <li>- Dart Street</li> <li>- Herries Street</li> <li>- Fernhead (Top)/(Middle)</li> <li>- Ashmore Road (Park)</li> <li>- Portnall/ Coomassie Road</li> </ul>
	<p style="text-align: center;"><b>Serving QPC residents</b></p> <ul style="list-style-type: none"> <li>- Tell It</li> <li>- Queen Elizabeth II Jubilee</li> </ul>	
<p><b><i>NB: Some locations just outside the official ward boundary are included as they are key stakeholders that some of our young people access.</i></b></p>		

### **Statement of Reasons:**

With recent lockdown measures impacting the well-being of young people both physically and mentally, it is essential to establish any gaps in services currently available.

Alongside this it is important to combat the rise in ASB [see **Appendix 1**] with meaningful intervention identified by the target service users. The rise in serious incidents of youth violence is evident and we need to ensure we look into the root causes rather than a temporary solution.

The recent Covid-19 lockdown restrictions also impacted youth provision within the ward, limiting numbers that could access the already limited services available due to social distancing requirements.

This could also inform forward planning in regards to education, employment and training opportunities and understand if links can be made to signpost with local/partner organisations.

This consultation will form part of our social inclusion strategy, alongside improving awareness of the council and how it supports the local community.

### **Consultation proposed locations:**

Please see the location list which includes identified 'hotspots' in addition to the listed locations/organisations inserted in the table.

### **Covid-19 Restrictions/Contingency:**

Ensure contractor follows current Covid 19 restrictions.

Schools/organisations could participate by sharing the relevant QR Code/Link.

### **Consultation Process:**

Consultation will take place in 3-Phases:

Phase 1:

**Schools/Organisations:**

They will be sent the questionnaire to share with pupils as an internal task e.g. PSHE or external task communicated through Newsletters/Homework task etc.

Organisations such as Youth Hubs, can allow young people to scan the QR Code on their phones/share the link, which they can complete on phones or IT equipment available onsite.

**[Current up to date contact document being collated]**

Phase 2:

**Detached Outreach:**

This will take place using selected experienced staff with current DBS checks in place. Aim to utilise local resources with necessary safeguarding checks in place to reduce cost.

Phase 3:

**QPCC Coms:**

Engage users via QPCC social media channels and website to collate additional consultation feedback.

**Anticipated Budget:**

*Survey Monkey* – Check if council already has an account set up to create personalised surveys.

If not suggest council investing in an account that can be used for other consultations taking place across the council [or an alternative tool which might already be subscribed to via the council].

- £75p/m billed annually [Team Premier] **NB:** Follow on annual cost have not been added

*Staffing Cost* – detached staff to work in min of pairs

10 x staff @ £20/hour for 6 days @ 2hrs/day
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Total £2,400
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- Suggested dates [**Oct** ½ Term: 27/29/31; **Nov:** 9/11/13]

**\*Feedback on suggested dates welcomed**

- Data usage: £25 to cover online survey completion on smartphone/tablet & PPE Equipment

*Report Findings* – Summary of results and recommendations forwarded to the council for consideration to adopt.

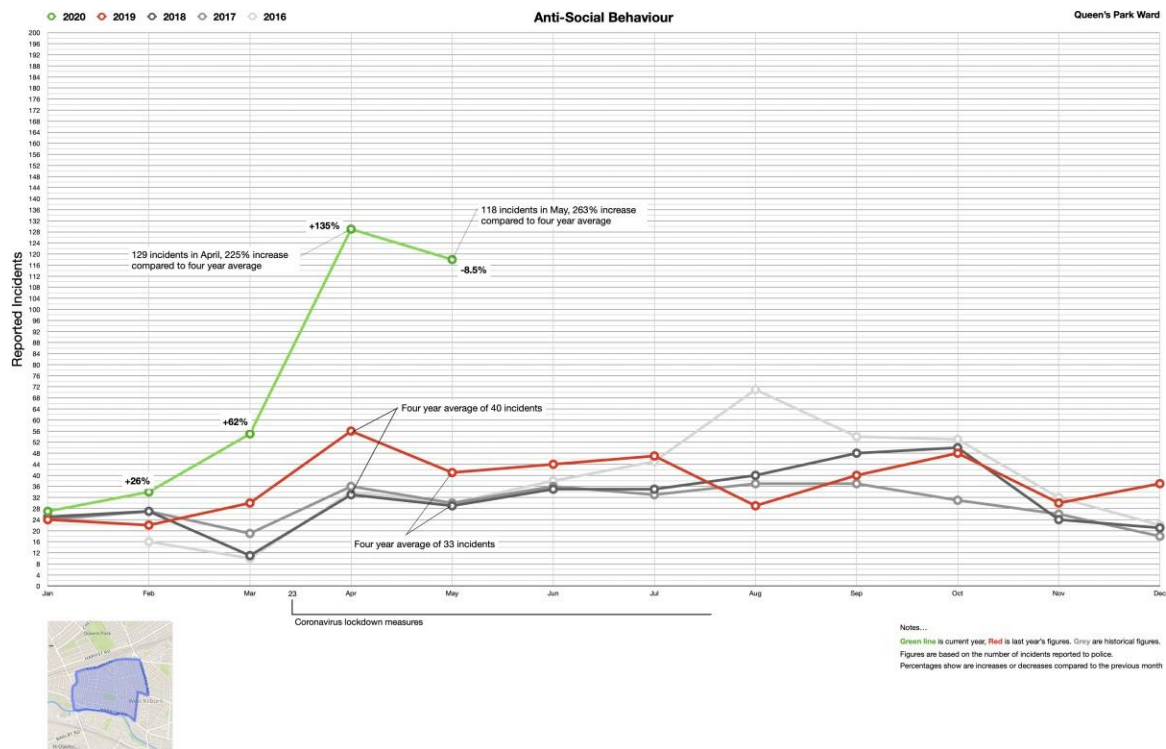
- Youth provider to compile findings and present back to People Committee to facilitate forward planning work regarding young people [Anticipated £500]


**Prize Draw** – Incentive for young people to win a tablet by participating and providing their details (over 13s only without parental consent). This prize will help to tackle local digital resource needs to access online learning, which was highlighted during lockdown. [£210]

[https://www.amazon.co.uk/12-Inch-Tablet-Keyboard-Storage-Windows/dp/B01LNHETGY/ref=sr\\_1\\_9?crid=38H9DBTNCDGRN&dchild=1&keywords=tablet+android&qid=1602097014&refinements=p\\_n\\_feature\\_two\\_browse-bin%3A909027031%2Cp\\_n\\_feature\\_browse-bin%3A909018031&rnid=1632651031&s=computers&prefix=tablet+an%2Caps%2C159&sr=1-9](https://www.amazon.co.uk/12-Inch-Tablet-Keyboard-Storage-Windows/dp/B01LNHETGY/ref=sr_1_9?crid=38H9DBTNCDGRN&dchild=1&keywords=tablet+android&qid=1602097014&refinements=p_n_feature_two_browse-bin%3A909027031%2Cp_n_feature_browse-bin%3A909018031&rnid=1632651031&s=computers&prefix=tablet+an%2Caps%2C159&sr=1-9)

**Total estimated costings:**  
£3,210

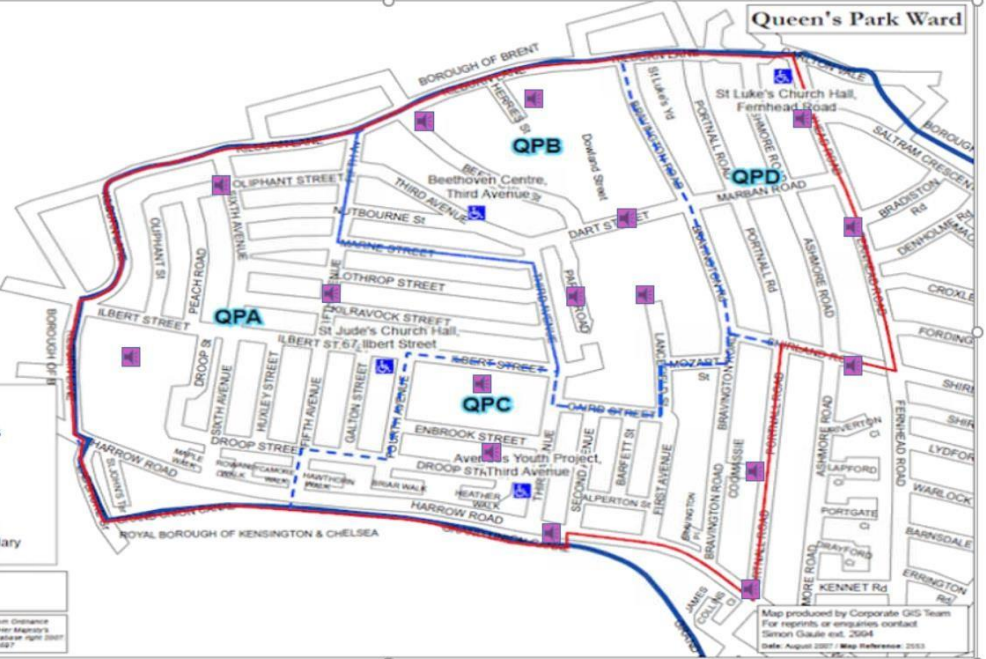
## Appendix 1



 Young People Hotspot  
 QPA - 3  
 QPB - 5  
 QPC - 5  
 QPD - 3

**Polling Stations**  
**Wheel chair Access**  
 NO  
 YES  
 Polling Districts  
 Ward Boundary  
 Westminster boundary

  
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<b>Report To:</b>	Queen's Park Community Council – People Committee		
<b>Title:</b>	Finance Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle Responsible Finance Officer		
<b>Date of Meeting</b>	14 October 2020	<b>Agenda Item</b>	PP13-20/21

## 1 Summary

This report sets out current and projected expenditure across a number of cost centres.

## 2 Recommendations

It is recommended that the Council notes the content.

## 3 Background

- 3.1 The Council's accounts for the half of 2020/21, the period from 1 April to 30 September 2020, have now been completed and a full report is being prepared for the Council to discuss at its meeting on 21 October. In broad terms, with the exception of Events, most lines are within budget when projected for the full year and the overall balance is within tolerance.
- 3.2 The Council has not yet confirmed which budget lines are to be monitored by the People Committee, but on the basis of the report presented to this Committee on 9 September the tables below provide an update on the lines of interest to it.
- 3.3 As previously reported, the events programme has been severely disrupted and will be reported separately to the Committee. There has been some expenditure on the substitute programme, and although the overall financial position is still fluid there is no cause for concern.
- 3.4 It should be noted that the year-end projections for some lines are on the basis that the bulk of expenditure will take place in the second half of the year so an acceleration of activity levels will be required

**Table 1: Income**

<b>Income</b>		<b>Budget</b>	<b>To Sept</b>	<b>Projected</b>	<b>Difference</b>	<b>Notes</b>
1410	Income Summer Festival	6,500	0	4,600	1,900	Some booked but waiting for it to come in
1411	Fireworks income	5,000	0		5,000	None expected
1412	Winter Fair income	1,500	0		1,500	None expected

**Table 2: Expenditure**

<b>Expenditure</b>		<b>Budget</b>	<b>To Sept</b>	<b>Projected</b>	<b>Difference</b>	<b>Notes</b>
4129	Volunteer development	2,000	1400	2,000		Scope here for targeted spending
4107	Community engagement	2,000	0	2,000		Assumes spending to plan
4430	Children & young people	10,000	0	10,000		Assumes spending to plan
4425	Social inclusion	500	0	500		Assumes spending to plan
4225	Events administration	7,800	2500	7,800		Going broadly to plan
4205	Winter Fair	3,200	0			Events still in play
4210	Summer festival	11,000	8,720	7,800		Events still in play
4220	Fireworks	9,000	0			Events still in play



Report To:	Queen's Park Community Council		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Community Development Officer and Acting Proper Officer, Liz Thorpe-Tracey, Projects and Events Coordinator		
Date of Meeting	14th October 2020	Agenda Item	PP 13-20/21

## 1 Summary

This report sets out some of the activity undertaken by Officers in the past month and activities proposed for the next few months over the late autumn and winter.

## 2 Recommendations

That the Council notes the Report and discusses the matters raised.

## 3 Main tasks / issues since last full meeting of Committee

Youth Summer Programme Film	Production has finished for the QP Real film of the youth summer programme. The film highlights individual stories of the young people that participated and shows the changes the young people feel they have experienced from participating in it. The initial trailer was shown at the last Full Council Meeting and the film will be released on the new QPCC YouTube channel on Monday 26 October.
Silver Saturday	<p>Celebrations for Silver Saturday, the National Day for older people, were held on Saturday 3 October in Lydford Hall Gardens. To ensure a safe event the usual precautions of temperature checks on arrival, mask wearing and hand sanitising and socially distanced participation were applied</p> <p>This event also fell at the launch of the NHS Track and Trace service so provided an opportunity to encourage older members of the public to start using this too.</p> <p>Entertainment was provided by Franz Black and participants were provided with a goodie bag of a snack and mini bottle of prosecco or juice alongside the safety pack for a Covid-19 secure event of a mask and hand wipes. To give the garden setting a cosier feel free tea and coffee was provided and patio heaters were on.</p>
Firework planning	The road closures and permission to use the park applications were put into Westminster City Council in August to hold the annual fireworks night. Plans were drawn up to ensure the event was Covid-19 secure and would abide by the new rule of six. Ultimately due to the possibility of a mass gathering outside the event perimeter the police and Westminster City Council would

	<p>not deem this event safe during the pandemic and therefore it has been cancelled. Notification has been included in The Voice to advise all residents.</p> <p>Plans have been made to hold a socially distanced Light Up Queen's Park Night instead.</p>
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#### 4 Main tasks / issues over the forthcoming period

Black History Month Big Black Quiz	<p>As part of Black History Month residents are invited to participate in the Big Black Quiz on the evening of Friday 16 October. This event celebrates the contributions black people have made to history and will be held via Zoom to comply with social distancing.</p>
October half term activities	<p>On Wednesday 28 October residents are invited to collect a half term activity pack from the Wildlife Garden in Queen's Park Gardens from 10am-2pm. Activities to do at home will then help them prepare for Light Up Queen's Park event.</p> <p>Light Up Queen's Park will take place from Saturday 31 October-Thursday 5 November where residents are encouraged to make lanterns and decorate their windows with stained glass window kits or make a scarecrow to commemorate the area founder's first job.</p> <p>Street Play sessions will be run with residents on Kilravock Street and Ashmore Road 2-4pm in the afternoons.</p>
Festive events	<p>Officers met with the Events Working Group to plan the festive events. Due to the ongoing pandemic it was decided festive events would have to be outside and socially distanced or activities to take part in at home. For the older persons' event this year this would change from an afternoon tea dance to a delivery to households with a festive hamper type of gift and a quiz. For the family event we are waiting on an application to Westminster City Council about hiring part of Queen's Park Gardens to host a Santa snowball dash, social distanced grotto, hot chocolates and schmoors making. Plans are also in place for a Santa sleigh drive round of the ward with volunteer social distanced elves bell ringing in the street. This would allow residents to participate from their windows and doors similar to the weekly clap for careers. Residents will be encouraged to decorate their windows with paper snowflakes and put festive lights up for the evening.</p>



To all Members of the People Committee (Cllrs B. Nicholas (Chair), R. Dalton (Vice-chair), L. Barson, G. Fitzhugh, O. Lawrence, R. Lancashire, J. McArdle, E. Pond, and S. Wilson) with copies to all other Councillors for information.

You are hereby summoned to attend a **Meeting** of the **People Committee**  
to be held at 6pm using Zoom  
on Wednesday 18 November 2020.

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Join Zoom Meeting

<https://us02web.zoom.us/j/7867803081>

Meeting ID: 786 780 3081

Lucie Prior, Acting Proper Officer

15 November 2020

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#### AGENDA

PP017-20/21	<b>Apologies for absence</b> – to receive and approve any apologies for absence from councillors.
PP018-20/21	<b>Declarations of interest</b>
PP019-20/21	<b>Public session</b> – to receive any questions, representations or petitions from members of the Public. <i>(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).</i>
PP020-20/21	<b>Care in Queen's Park</b> - to discuss the information on the completed guide of support services available in the ward and identify what gaps there are in services and decide upon next steps.
PP021-20/21	<b>Welcome Home Project</b> - an introduction to the project and to seek Committee support for it.
PP022-20/21	<b>Financial Report</b> - to receive a report of current financial position.
PP023-20/21	<b>Working Groups</b> - to receive reports for any Working Groups.
PP024-20/21	<b>Chairs' Report</b>
PP025-20/21	<b>Officers' Report</b>
PP026-20/21	<b>Minutes of the previous meetings</b> - to consider for approval the minutes of the Committee meetings held in September and October 2020 for confirmation and signing as a correct record.

Lucie Prior, Acting Proper Officer

<b>Report To:</b>	Queen's Park Community Council		
<b>Title:</b>	Care In Queen's Park		
<b>Purpose:</b>	For discussion		
<b>Author:</b>	Councillors Orrel Lawrence and Gill Fitzhugh		
<b>Date of Meeting</b>	18 November 2020	<b>Agenda Item</b>	PP20- 20/21

## 1 Summary

This report recommends that the Committee discusses the directory prepared by the Care in Queen's Park working group.

## 2 Recommendations

That the Council:

- (1) Identifies what gaps there are in local services
- (2) Agrees next steps for the work

## 3 Background and Context

- 3.1 At the first People Committee meeting the Care in Queen's Park Working Group was tasked with undertaking research into what services were available to locally to residents.
- 3.2 The Care in Queen's Park Working Group have undertaken extensive research through questionnaires to the organisations, interviews and desk based research (appendix 2). The working group have looked at what local services are available to residents, how the organisations are funded, the services' working relationship with QPCC, how that relationship can be built upon, what facilities the organisations use and what local resources the services could benefit from.
- 3.3 At the second People Committee meeting members discussed the viability of providing a universal service to residents. The idea of community broadband was decided against due to the cost and adequate established broadband speeds.

<b>Report To:</b>	Queen's Park Community Council		
<b>Title:</b>	Welcome Home Project		
<b>Purpose:</b>	For discussion		
<b>Author:</b>	Emily Engel and QPCC Officers		
<b>Date of Meeting</b>	18 November 2020	<b>Agenda Item</b>	PP21- 20/21

## 1 Summary

This report recommends that the Committee discusses the paper prepared by Emily Engel, a member of the public wishing to run the pilot project, and QPCC Officers.

## 2 Recommendations

That the Committee:

- (1) Discusses the project
- (2) Provides their support to the project

## 3 Background and Context

- 3.1 At the last People Committee meeting Emily Engel introduced the idea of Compassionate Neighbours and wished to set up a similar mutual support service in Queen's Park for those that are returning home after a period away eg on discharge from hospital. This would aim to address the most common needs of loneliness, isolation and depression.
- 3.2 The project would provide a Welcome Home service as a gesture of kindness to all, irrespective of need. We do not assume people have needs, but make it easier for them to ask for help if they do.

### The Pilot Scheme

1. We contact the discharge manager of the local hospitals, and ask for all patients returning home to Queen's Park to be offered the **Welcome Home** service. Patients could be identified through a list of postcodes in the Queen's Park ward.
  2. We will print cards which we will leave with the hospitals to be given to patients so that they can request a Welcome Home pack themselves.
  3. Local volunteers deliver the pack with further information about how we can help.
  4. The phone line and email address used are managed by QPCC staff. The same ones used for the hotline.
  5. Emily Engel will be the main contact to liaise with hospitals. Emily has already contacted discharge services at St.Marys, St.Johns Hospice and the Pembridge Unit (who are working exclusively with people with Covid 19). They are interested and she is preparing an 'introductory letter' to them about the project.
- 3.3 Long term objectives: to develop an awareness of Caring Queens Park and the 'compassionate neighbourhood' principles, which provides the opportunity for all to contribute to with whatever skill and interest they have; to extend the service to include people returning from other institutions.

<b>Report To:</b>	Queen's Park Community Council – People Committee		
<b>Title:</b>	Finance Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle Responsible Finance Officer		
<b>Date of Meeting</b>	18 November 2020	<b>Agenda Item</b>	PP022- 20/21

## 1 Summary

This report sets out current and projected expenditure across a number of cost centres.

## 2 Recommendations

It is recommended that the Council notes the content.

## 3 Background

- 3.1 The Council's accounts for the first half of 2020/21, the period from 1 April to 30 September 2020, were reported to Council on 21 October. This report updates those figures to the end of October 2020.
- 3.2 As previously reported, with the exception of Events, most lines are within budget when projected for the full year and the overall balance is within tolerance.
- 3.3 The events programme has been severely disrupted by coronavirus restrictions and the detailed substitute programme is being reported separately to the Committee.
- 3.4 Further commentary is provided in the tables below.

**Table 1: Income**

<b>Income</b>		<b>Budget</b>	<b>To Oct</b>	<b>Projected</b>	<b>Difference</b>	<b>Notes</b>
1410	Income Summer Festival	6,500	0	4,600	1,900	Some booked but waiting for it to come in
1411	Fireworks income	5,000	0		5,000	None expected so will be balanced by reduced expenditure
1412	Winter Fair income	1,500	0		1,500	

**Table 2: Expenditure**

<b>Expenditure</b>		<b>Budget</b>	<b>Oct</b>	<b>Projected</b>	<b>Difference</b>	<b>Notes</b>
4129	Volunteer development	2,000	1400	2,000		Under way
4107	Community engagement	2,000	0	2,000		Under way
4430	Children & young people	10,000	0	10,000		Expenditure of £3,500 approved in October
4425	Social inclusion	500	0	500		Under way
4225	Events administration	7,800	3,680	7,800		Going to plan
4205	Winter Fair	3,200	0			See Table 3
4210	Summer festival	11,000	8,720	7,800		See Table 3
4220	Fireworks	9,000	0			See Table 3

**Table 3: Combined Events Budgets**

<b>Expenditure</b>		<b>Budget</b>	<b>Oct</b>	<b>Projected</b>	<b>Difference</b>	<b>Note</b>
1410 1411 1412	All Events Income	13,000	0	4,600	8,400	Set to balance for the year
4205 4210 4220	All Events Expenditure	23,200	8,720	14,800	8,400	

Report To:	Queen's Park Community Council		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Community Development Officer and Acting Proper Officer, Liz Thorpe-Tracey, Projects and Events Coordinator		
Date of Meeting	18 November 2020	Agenda Item	PP 25-20/21

## 1 Summary

This report sets out some of the activity undertaken by Officers in the past month and activities proposed for the next few months over the winter.

## 2 Recommendations

That the Council notes the Report and discusses the matters raised.

## 3 Main tasks / issues since last full meeting of Committee

QP Real Social Distanced Premier and launch	<p>A social distanced premier was held in the garden of Amberley Community Hall for the young people and their families. With a simultaneous release on the new <a href="#">QPCC YouTube</a> channel on the same night.</p> <p>The film will be used to bring to life future funding applications and can be used to advertise activities to other young people.</p>
October half term activities	<p>Activities were held for children and young people with events at Amberley Community Hall garden and the wildlife garden at Queen's Park Gardens. Residents took away packs to take part in Light Up Queen's Park of a lantern making and stained glass window making kits. To tie with the national campaign around holiday hunger a free lunch was also provided.</p> <p>New Play Street sessions were held on Ashmore Road with residents wanting to run further sessions in the Christmas holidays and Play Streets returned to Kilravock Street.</p>
Black History Month Big Black Quiz	<p>The Big Black Quiz was held via Zoom on the evening of Friday 16 October. The quiz included rounds on sport, music, history and popular culture. Local host Champagne Shayne entertained the entrants through the evening and the interactive quiz was thoroughly enjoyed.</p>
Community Safety	<p>Regular meetings have been held with the Police Safer Neighbourhood Team. The Team were invited to attend Play Streets to build community relations and attending gave young people positive interactions with the Police.</p>



#### 4 Main tasks / issues over the forthcoming period

Hotline	<p>The hotline has re-opened for second lockdown to support the most vulnerable residents in the ward. We have re-established the referral pathways with partners used in last lockdown – QPG Hub, CAB, North Paddington Food Bank and the new partners of Age UK and C4A has been brought on board to refer in and onto with the hotline. As before the hotline has been opened for seven days a week and will be reviewed on a weekly basis.</p> <p>The hotline was advertised on the front page of the latest issue of The QP Voice. For the current lockdown the graphics were redesigned and have been sent out through the e-newsletter and our social media channels. Flyers have gone out through partners to deliver to individual vulnerable residents they work with.</p>
Festive events	<p>The Winter Wonderland Walk Through will now be held in Queen’s Park School playground as it was decided a secure venue was required to comply with restrictions. This will be held on Saturday 12<sup>th</sup> and Sunday 13<sup>th</sup> December. Entrants are encouraged to pre-booked for a time slot to ensure the event is Covid secure. This event will have a Santa snowball dash, social distanced grotto, hot chocolates and schmoors making.</p> <p>The Santa Sleigh ward drive around will be on the evenings of Monday 7<sup>th</sup> to Thursday 10<sup>th</sup> December. Residents are encouraged to put decorations/lights up for it and donate luxury items to the hampers for the vulnerable. The Santa Sleigh will be covered in lights with music playing, allowing residents to see Santa from the safety of their own homes.</p> <p>Both events will utilities volunteer elves to help with stewarding and elves will help with the collections during the Santa Sleigh drive.</p> <p>Working in partnership with the foodbank and QPG Hub the luxury items collected from the community will be prepared into hampers by volunteer elves. These will then be delivered along with the food service support in the lead up to Christmas.</p>

## **QUEEN'S PARK COMMUNITY COUNCIL**

Minutes of the People Committee Meeting held remotely using Zoom

on **Wednesday 9 September 2020** commencing at 18:00.

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**Present:** Councillors Brian Nicholas (Chair), Ryan Dalton (Vice Chair), Leslie Barson, Gill Fitzhugh, Ray Lancashire, Orrel Lawrence, John McArdle, Eartha Pond.

Also present: Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Communications and Events Co-ordinator.

**PP01-20/21 Apologies for absence** – none received from Committee Members.

**PP02-20/21 Declarations of interest** – none made.

**PP03-20/21 Public session** – no questions.

### **PP04 20/21 Terms of Reference**

The Committee considered the draft Terms of Reference and unanimously agreed them.

**RESOLVED THAT**, the Terms of Reference should be recommended for the People Committee by Full Council.

**RESOLVED THAT**, there should be a minimum of five meetings per annum. Due to the new Committee set up all five would be held over the remainder of the municipal year with future meeting dates of 14 October, 18 November, 10 February and 21 April 2021.

### **PP05 20/21 Financial Report**

The Committee received a report from the Responsible Financial Officer. All members agreed the budget allocations.

**RESOLVED THAT**, the People Committee APPROVED the allocation of responsibility set out.

### **PP06 20/21 Working Groups**

Councillor Gill Fitzhugh raised the idea of Care in Queen's Park. Initially the group would look at what services statutory and voluntary organisations were available in the ward and at the boundaries of the ward and where the gaps in service provision were. Councillor Fitzhugh stressed that particularly after Covid-19 and with the onset of social prescribing this is an opportune time for the Committee to undertake this work.

Councillor Leslie Barson said that previous research by the social inclusion working group had shown there was a gap in service provision for disabled adults.

**RESOLVED THAT**, Care in Queen's Park Working Group would merge with the Social Isolation Working Group.

**RESOLVED THAT**, Councillor Orrel Lawrence would lead on the Care in Queen's Park Working Group with Councillor Gill Fitzhugh to support.

**RESOLVED THAT**, Care in Queen's Park Working Group would report back to the People Committee with their findings at the next meeting.

**RESOLVED THAT**, Councillor Eartha Pond would lead on the Children and Young People Working Group with Councillors Ryan Dalton, Brian Nicholas and Ray Lancashire to support.

### **PP07 20/21 Officers' Report**

A report was received from Officers' detailing community activity relevant to the People Committee and plans for the future. The community activity included the Youth Summer Programme, the series of Secret Summer Festival events and the prize giving in the dog run. The trailer from the Youth Summer Festival #QPReal was shown.

**RESOLVED** that the report be APPROVED.

*The meeting closed at 20:00*

**QUEEN'S PARK COMMUNITY COUNCIL**

Minutes of the People Committee Meeting held remotely using Zoom

on **Wednesday 14 October 2020** commencing at 18:00.

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**Present:** Councillors Brian Nicholas (Chair), Ryan Dalton (Vice Chair), Gill Fitzhugh, Ray Lancashire, Orrel Lawrence, John McArdle, Eartha Pond, Stella Wilson.

Also present: Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Communications and Events Co-ordinator, Millie Kent, Project Officer.  
Member of the public: Emily Engels.

**PP08-20/21 Apologies for absence** – Councillor Leslie Barson.

**PP09-20/21 Declarations of interest** – none made.

**PP10-20/21 Public session**

Emily Engels introduced the social movement of Compassionate Neighbours. The idea is to build a similar network within Queen's Park ward, this would provide support to residents when in crisis eg on hospital discharge or returning home with a new baby. The network would utilise local volunteers to provide mutual support. Emily has been speaking with Cllrs. Barson, Dalton and Fitzhugh to develop the idea. Cllr. Dalton thanked Emily for her assistance with delivery and Cllr. Fitzhugh thanked Emily for her assistance with the research for Care in Queen's Park.

**PP11-20/21 Care in Queen's Park**

The Committee received a working paper from Cllrs. Fitzhugh and Lawrence on their research into local services for residents. This information could be used as a directory for Councillors, residents and service providers. There was discussion around providing a universal service to residents such as community broadband. Cllr. Lancashire provided data to show coverage speeds across the ward and information on the right to request a decent broadband service and the Community Fibre Partnership. Discussion centred on whether this would provide value for money given that established broadband speeds are deemed adequate in the area.

**RESOLVED THAT**, Cllrs. Fitzhugh and Lawrence would bring completed research for Care In Queen's Park to the next Committee meeting.

**PP12 20/21 Detached and Outreach Consultation with Young People**

A proposal was received from Cllr. Pond which identified a need for consultation with young people with key hotspots and stakeholders identified. The consultation aims to identify the gaps in services for young people as seen by young people and identify and celebrate good practice of working with young people within the ward. This would allow for proactive planning for working with young people rather than reactive. Councillors discussed anti-social behaviour statistics and recent incidents of violence affecting young people.

**RESOLVED THAT**, the People Committee APPROVED to spend £3,500 on the consultation with young people.

**RESOLVED THAT**, the Acting Proper Officer would contact local youth service providers for quotes to undertake the work.

### **PP13 20/21 Financial Report**

The Responsible Financial Officer circulated a report on the current financial position of the budget lines that are expected to be monitored by the Committee. Full Council will confirm the budget lines that sit with the People Committee at the next meeting. It was highlighted that a bulk of expenditure is to be made in the second half of the year but spending is going broadly to plan. Councillors discussed potential for the limited Community Infrastructure Levy Funds.

**RESOLVED THAT**, the report on the current financial position be NOTED.

### **PP14 20/21 Working Groups**

No additional reports received other than items PP11 and PP12 on the agenda.

### **PP15 20/21 Chair's Report**

The Chair gave a verbal report on their ideas for the ward and showed their appreciation that the committee recognise what they need to be doing for the residents.

The Chair thanked Cllrs. Fitzhugh, Lawrence and Pond for their recent work.

### **PP16 20/21 Officers' Report**

A report was received from Officers detailing community activity relevant to the People Committee and plans for the future. The forthcoming community activity involves: an event for Black History Month; children's activity for the half term holiday in Queen's Park Gardens and four Street Play sessions; and plans that are in progress for the festive season.

**RESOLVED** that the report be NOTED.

*The meeting closed at 20:00*



To all Members of the People Committee (Cllrs B. Nicholas (Chair), R. Dalton (Vice-chair), L. Barson, G. Fitzhugh, O. Lawrence, R. Lancashire, J. McArdle, E. Pond, and S. Wilson) with copies to all other Councillors for information.

You are hereby summoned to attend a **Meeting** of the **People Committee**  
to be held at 6pm using Zoom  
on Wednesday 10 February 2021.

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Join Zoom Meeting

<https://us02web.zoom.us/j/7867803081>

Meeting ID: 786 780 3081

Lucie Prior, Acting Proper Officer

5 February 2021

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#### **AGENDA**

- PP027-20/21 Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PP028-20/21 Declarations of interest**
- PP029-20/21 Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held in November 2021 for confirmation and signing as a correct record.
- PP030-20/21 Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PP031-20/21 Financial Report** - to receive a report of current financial position.
- PP032-20/21 Working Groups** - to receive verbal reports for any Working Groups.
- PP033-20/21 Chairs' Report** - to receive a verbal report from the Chair.
- PP034-20/21 Officers' Report**

Lucie Prior, Acting Proper Officer

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the People Committee Meeting held remotely using Zoom

on **Wednesday 18 November 2020** commencing at 18:00.

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**Present:** Councillors Ryan Dalton (Vice Chair), Leslie Barson, Gill Fitzhugh, Ray Lancashire, John McArdle, Eartha Pond, Stella Wilson.

Also present: Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Communications and Events Co-ordinator, Millie Kent, Project Officer.  
Member of the public: Emily Engel.

**PP017-20/21 Apologies for absence** – Councillor Brian Nicholas (Chair), Orrel Lawrence.

**PP018-20/21 Declarations of interest** – none made.

**PP019-20/21 Public session** – no questions were asked.

### **PP020-20/21 Care in Queen's Park**

The Committee received the directory of local organisations and services for residents from Cllrs. Fitzhugh and Lawrence. Cllr. Fitzhugh said it contains 35 different organisations' details. Social prescribing is a service that is growing and will need adding to the directory. The group had also undertaken work to look at local organisations funding situation and relationship with the community council.

**RESOLVED THAT**, Councillors would read the directory and respond to Cllr. Fitzhugh with any gaps in the directory and ways to make the directory more user friendly, particularly for residents.

### **PP021-20/21 Welcome Home Project**

A proposal was received from a member of the public, Emily Engel, to set up a mutual support service in Queen's Park for those that are returning home after a period away eg on discharge from hospital. This would aim to address the most common needs of loneliness, isolation and depression. The project would provide a Welcome Home service as a gesture of kindness to all, irrespective of need when formal support services can take a longer time to respond. It had been identified that five to six clients that contacted the Covid-19 hotline could have utilised a service like this.

**RESOLVED THAT**, the Committee support the Welcome Home Project pilot and funds for it could be drawn down from the social inclusion and volunteer development budget lines.

### **PP022 20/21 Financial Report**

The Responsible Financial Officer circulated a report on the current financial position of the budget

lines that are monitored by the Committee. Full Council delegated authority for these budget lines to the Committee in the October meeting. A bulk of expenditure is still to be made in the second half of the year but spending is going broadly to plan. Due to the change in the events schedule the events budget lines have been amalgamated in this report to allow for easier oversight.

**RESOLVED THAT**, the report on the current financial position be NOTED.

### **PP023 20/21 Working Groups**

Cllr. Barson provided a verbal update to the Committee on the work of the Community Engagement Working Group. The Working Group are meeting regularly to put together a short survey to canvas the views of residents with a target of 500 respondents. The survey will focus on what residents know about the community council, how they think the council is performing and what they would like to see for the area in the future. Cllr. Barson said the survey will be carried out through door knocking, the Council's comms channels and partner organisations. The working group aim to ensure all demographics of the area's population are represented in the responses. Cllr. Wilson offered to contact parents through Queen's Park School.

### **PP024 20/21 Chair's Report**

The Vice Chair thanked Cllrs. Fitzhugh and Lawrence for their continued work on Care in Queen's Park and thanked Emily Engel for their work on the Welcome Home Project.

The Vice Chair provided an update from the Queen's Park Ward meeting that is Chaired by Simon Walton and Cllr. Lancashire. This had followed the screening of a Newsnight story that covered the racist attack on Kilburn Lane that had occurred in December 2019. Police say they have re-opened the investigation and have referred themselves to the IOPC over their handling of the case. The Inspector stated categorically that the police did not do a good job and added that information will come out as to why they did not obtain any closed-circuit television. Lots of members of the community were in attendance for the meeting with many questions asked of Inspector Phillips.

### **PP025 20/21 Officers' Report**

A report was received from Officers detailing community activity relevant to the People Committee and plans for the future. At the Halloween event there had been an incident with fireworks being thrown by a large group of young people that were outside the event. This meant the event had to be closed earlier with dispersal by stewards. Officers have decided that only secure locations will be used whilst this issue of large groups of young people gathering outside is ongoing. The hotline has re-open again for lockdown offering support to residents, shopping and prescription pick-ups and a doorstep welfare check. The forthcoming Covid 19 secure festive community events being planned are The Winter Wonderland Walkthrough and The Santa Sleigh Drive. The Santa Sleigh Drive will incorporate collections from residents for the foodbank and gift bags for vulnerable residents too.

**RESOLVED THAT**, the report be NOTED.

### **PP026 20/21 Minutes of The Previous Meetings**

**RESOLVED THAT**, the September minutes were approved as a correct record to be signed by the Chair at the next physical meeting.

**RESOLVED THAT**, the October minutes were approved as a correct record to be signed by



the Chair at the next physical meeting.

*The meeting closed at 19:10*

<b>Report To:</b>	Queen's Park Community Council – People Committee		
<b>Title:</b>	Finance Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle Responsible Finance Officer		
<b>Date of Meeting</b>	10 February 2021	<b>Agenda Item</b>	PP031- 20/21

## 1 Summary

This report sets out current and projected expenditure across a number of cost centres.

## 2 Recommendations

It is recommended that the Council notes the content.

## 3 Background

- 3.1 The Council's accounts for the first three quarters of 2020/21, the period from 1 April to 31 December 2020, were reported to Council on 20 January. This report updates those figures to the end of January 2021 and the detailed figures are provided as an appendix.
- 3.2 As previously reported, with the exception of Events, most lines are either within budget when projected for the full year or are expected to show an underspend. The overall balance of income and expenditure for the Council is within tolerance.
- 3.3 The events programme was severely disrupted by coronavirus restrictions and an alternative programme was put in place to keep up residents' spirits. The management contract was extended to include support during the Spring of 2021, including some direct provision. The detailed programme is reported separately.
- 3.4 In some areas expenditure will fall short of that budgeted due to difficulties in getting activity under way. The Council has addressed this by setting aside funds for the recruitment of a full time Community Development Officer to assist with the delivery of these projects.
- 3.5 Further commentary is provided in the tables below.

**Table 1: Income**

<b>Income</b>		<b>Budget</b>	<b>To Jan</b>	<b>Projected</b>	<b>Difference</b>	<b>Notes</b>
1410	Income Summer Festival	6,500	0	4,600	1,900	Some booked but waiting for it to come in
1411	Fireworks income	5,000	0		5,000	None expected so will be balanced by reduced expenditure
1412	Winter Fair income	1,500	0		1,500	

**Table 2: Expenditure**

<b>Expenditure</b>		<b>Budget</b>	<b>To Jan</b>	<b>Projected</b>	<b>Difference</b>	<b>Notes</b>
4129	Volunteer development	2,000	1,400	1,400	600	Underspend possible
4107	Community engagement	2,000	3840	384	1,616	Underspend possible
4430	Children & young people	10,000	0	5,000	5,000	Underspend possible
4425	Social inclusion	500	099	200	201	Underspend possible
4225	Events administration	7,800	7,800	8,550	750	Resources added
4205	Winter Fair	3,200	3,398	3,398		See Table 3
4210	Summer festival	11,000	7,720	7,720		See Table 3
4220	Fireworks	9,000	5120	512		See Table 3

**Table 3: Combined Events Direct Budgets**

<b>Expenditure</b>		<b>Budget</b>	<b>To Jan</b>	<b>Projected</b>	<b>Difference</b>	<b>Note</b>
1410 1411 1412	All Events Income	13,000	0	4,600	8,400	If the income comes in as planned there will be scope for a small Spring event and to balance for the year
4205 4210 4220	All Events Expenditure	23,200	11,630	11,630	11,370	

Report To:	Queen's Park Community Council		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Projects and Events Coordinator; Millie Kent, Project Officer		
Date of Meeting	10 February 2021	Agenda Item	PP034-20/21

## 1 Summary

This report sets out some of the activity undertaken by Officers in the past month and activities proposed for the next few months over the winter.

## 2 Recommendations

That the Council notes the Report and discusses the matters raised.

## 3 Main tasks / issues since last full meeting of Committee

Community Engagement	<p>The community engagement survey has been finalised, piloted with the Councillors and checked to ensure it is in plain English. It is presently being translated into Arabic and Bengali for use out in the community.</p> <p>The survey will be carried out electronically as well as face to face when allowed. The electronic version will be available through the Council's website, social media channels, the e-bulletin and a link in The Voice and through partners' electronic communications. Once regulations permit face to face surveys will be carried out at community events and door knocking to ensure we capture all demographics in our community. A report will be produced in the autumn once all the surveys have been collated.</p>
Winter events	<p>Santa On Your Street was a massive success, with Santa's Sleigh visiting every street it could fit down in the ward. Residents were able to socially distance see Santa from their houses and Santa timed their visit to QPG Hub, The Avenues and Rainbow Family Centre to see the children and young people using the facilities. Santa's elves walked the streets alongside the sleigh collecting for the NPFB and QPG Hub. Donations of foodstuffs, gifts for hampers and cash were made, with the foodstuffs and cash donated to NPFB. The goodie bags were made up with the gifts and distributed to our vulnerable residents support list. The vulnerable residents received these on Christmas Eve with their Christmas dinners that were provided by QPG Hub. This event included partnership working with local Police Officers too. Fantastic resident feedback on social media of the event has meant Santa On Your Street will return for 2021.</p>

	In December the first Winter Wonderland Walkthrough was organised in QPS playground over the last weekend London was in tier two. Residents took part in Covid secure festive activities of a socially distanced Santa s'elfie and snow ball dash, s'mores making with hot chocolates, photos by the festive light display and were given wreaths packs to make at home.
Events management	Full Council approved an extension of the events contract for 2021-22 with additional support by the contractor for this Spring 2021. We are still working closely with Westminster City Council to ensure we can events when regulations permit.
Staffing for projects	Full Council approved the proposal to recruit a full time Community Development Officer at the last meeting. This will give capacity for officers to run, and provide more support to, projects in our community for the next municipal year

#### 4 Main tasks / issues over the forthcoming period

Hotline	The hotline re-opened for lockdown v3. This will continue to be manned by core staff hours and refer residents onto the most appropriate local service necessary to them. The hotline also provides a listening ear to them at this difficult time when some residents have returned to isolation. Calls have been fewer in number and frequency compared to previous lockdowns but residents are still facing serious problems.
Spring events	February half term will see two virtual events in the community. Love Where You Live on Valentine's Day to spread community love and The Art of Surviving a Pandemic with Pancakes on Pancake Day. These will both be held on Zoom.  After the success of Santa On Your Street the truck will be redesigned to spread spring joy to households in the community around Easter time if regulations permit.
Volunteers	Work will continue with Good Gym volunteers when the next issue of The Voice can be delivered. With the recruitment of the new CDO and the potential easing of up restrictions the campaign to recruit and offer training to more volunteers can forge ahead. Parents and guardians that volunteer with Play Streets are wanting to start sessions again as soon as restrictions ease.
Partnerships	Officers have been working with WCC to assist with spreading the public health messages in our community. Although QPCC does not take a stance on whether residents take the vaccine we need to ensure all residents understand where they can seek trusted sources of information.