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To all Members of the Place Committee (Cllrs. S Rustin (Chair), R Lancashire (Vice-chair) L Barson, R Dalton, G Fitzhugh, J McArdle, E Sweeney, and S Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **Place Committee**  
to be held in the Beethoven Centre at 6.30 pm  
on Wednesday 23 June 2021

Lucie Prior, Director

18 June 2021

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### AGENDA

- PL 01 21/22** **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PL 02 21/22** **Minute's Silence** – to pause and mark the fourth anniversary of the tragedy at Grenfell Tower.
- PL 03 21/22** **Declarations of interest** - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PL 04 21/22** **Minutes of the previous meetings** – to consider for approval the minutes of the Place Committee Meetings held on 25 November 2020 and 24 February 2021 for confirmation and signing as a correct record.
- PL 05 21/22** **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).*
- PL 06 21/22** **Financial Report** - to receive a report of current financial position.
- PL 07 21/22** **Reports from contractors** – to receive verbal updates from contractors.
- PL 08 21/22** **Planning Working Group** – to receive a report from the Planning Working Group.
- PL 09 21/22** **Environmental Supplementary Planning Document Report** – to receive a report on QPCC's response the new WCC policy.
- PL 10 21/22** **Working Groups** – to receive verbal reports from the Air Quality and Public & Community Arts, and Climate Emergency Working Group.
- PL 11 21/22** **Celebrating Queen's Park** - to receive a report with options for celebrating Queen's Park as a place.
- PL 12 21/22** **Officers' Report** - to receive a report from the Officers.

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held remotely using Zoom  
on **Wednesday 24 February 2021** commencing at 18:00.

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**Present:** Councillors Susanna Rustin (Chair), Ray Lancashire (Vice Chair), Gill Fitzhugh, John McArdle, Emma Sweeney

**Also present:** Liz Thorpe-Tracey acting Clerk, Millie Kent, Project Officer, Cathy Maund HCGA

**Members of the public:** Simon Walton, Luke Douglas-Home

**PL21-20/21 Apologies for absence** – Councillors Leslie Barson, Ryan Dalton. Acting Proper Officer Lucie Prior.

**PL22-20/21 Declarations of interest** – None made.

**PL23-20/21 Minutes of the previous meeting** – The minutes of the Place Committee Meeting held 25 November 2020 were unavailable and will come to the next meeting.

**PL24-20/21 Public session** – Simon Walton informed the meeting that the Queen's Park Heart was in full bloom, and that Queen's Park Gardens was flourishing. He has sent a list of possible improvements to problem areas, to Cllr Rustin, he requested that this list was circulated for feedback. He also suggested a walking meeting with FPG, HCGA, QPCC and WCC (Continental) around Queen's Park Garden's when possible under government guidelines.

**RESOLVED THAT**, the list be circulated and the walking meeting arranged.

**PL25-20/21 Financial Report** – The RFO circulated a report on the current financial position. No significant change was reported.

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

**PL26-20/21 Reports from contractors** – Cathy Maund from HCGA reported that:

- Two gardeners have been working every Thursday in the park
- From Thursday 4 March volunteers will return to the Thursday sessions
- The contractor has been commissioned to paint the Ashmore Road planters
- Funding has been received to run a gardening course with WAES
- Emma Siriwardena from A2Dominion has sent a proposal for Selby Square
- Plans are being discussed for Queen's Park in Bloom 2021
- HCGA are considering offering pop up plant sales on surrounding streets
- The Wildlife area has been sown with wild flower seeds
- HCGA gave out bird feeders and RSPB information packs
- A drift of 2000 snowdrops has been planted

Cathy requested that HCGA be kept informed about events in the park, and future meetings.

**RESOLVED THAT** QPCC contacts Emma Siriwardena and reviews the plans for Selby Square.

**RESOLVED THAT** Officers inform HCGA of agreed events and meetings.

**PL27-20/21 Planning Working Group** – John McArdle reported that:

The neighbourhood Plan is with the Examiner. The Examiner has come back with questions which require a response by 8 March. Following consultation process Knightsbridge Neighbourhood Forum suggested QPCC set a target for lowering carbon emission. Thames Water encouraged all building developers to contact them before starting work.

Along with other local councils, QPCC and WCC continue to oppose government proposed changes in legislation to allow any commercial building to be converted into residential use without planning permission.

The application to build a basement under a cottage in Oliphant Street has been withdrawn. It is not known how any future applications will be viewed.

The Planning working group have reviewed a list of planning applications and submitted comments to WCC on behalf of QPCC.

Susanna Rustin commented on the relationship between the Neighbourhood Plan and the Environmental Audit.

**RESOLVED THAT** The Proper Officer, with Gill and Millie respond to the Examiners questions by 8 March

**RESOLVED THAT** The Place Committee proposes setting a target on the plan to Full Council on 17 March to align with Westminster Councils target of net zero carbon emissions by 2040.

**RESOLVED THAT** the findings of the Environmental Audit is fed into the Neighbourhood Plan. This can be achieved through the Proposed Projects section to be agreed at the next Full Council Meeting in March. Projects include, LED lightbulbs, double glazing, and solar tiles, which can be updated over time.

**RESOLVED THAT** we alter the wording of the policy objectives Neighbourhood Plan to say we support retro-fitting which will bring houses closer to Passive House Standard, which will make them net zero.

**RESOLVED THAT** Any future Planning Information Guides will be produced to include suitable detailed retro fitting specifications and help inform people on renewable energy, and share good practice.

**RESOLVED THAT** QPCC adopt a policy of encouraging developers to contact Thames Water in advance of starting construction.

**PL28-20/21 Working Groups** – Air Quality. Ray reported on the results of the Air Quality air pollution tubes. The tubes along Harrow Road show an increase to dangerous levels NO<sub>2</sub> emissions above the legal limit. NO<sub>2</sub> also appears to have risen, after lowering for previous 2 years.

**RESOLVED THAT** we report on these Air Quality changes in the QP Voice newsletter.

**Climate Emergency Working Group.** Susanna Rustin reported that Millie Kent has done a great piece of work on the Environment Audit, which is nearly complete, apart from figures from the Beethoven Centre on energy usage.

Millie Kent completed the audit for QPCC using the year 2019 – 2020. The numbers will be amended when we receive the Beethoven Centre figures. The number currently shows 4.17 tonnes of Carbon Dioxide, which isn't huge.

John McArdle left the meeting 18.56

**RESOLVED THAT** the Terms of Reference are broadened with a remit to work on projects and proposals, and to work with the Planning Working Group to be approved by Full Council.

**RESOLVED THAT** at the next working group meeting we create a structured calendar of projects leading to the next Climate Emergency Summit.

**RESOLVED THAT** the Council thanks Millie for the Audit and that the Climate Audit is

**PL29-20/21 Chair's Report** – Susanna Rustin reported that the some of the green spaces and play areas on the Queen's Park Estate have been locked, and that Queen's Park Gardens are very busy, which doesn't allow for social distancing.

Emma Sweeney reported that there would be a new family hub opening in Queen's Park.

Gill has asked for a response on the park hut. Nothing further to report.

Vice chair Ray Lancashire shared information from across 3 wards showing that antisocial behaviour has risen sharply in 2020/21.

**RESOLVED THAT** Emma Sweeney explores whether play space can be shared at weekends with Westminster Children's Centre.

**RESOLVED THAT** That committee continues to explore the creation and use of outdoor space.

**RESOLVED THAT** promotion of play streets continues, possibly expanding to Ilbert Street by the park

**RESOLVED THAT** QPCC actively seeks to co-opt a new councillor with interest in Climate Emergency

**RESOLVED THAT** Ray Lancashire submits a written report on ASB to Full Council in March as an item for the agenda.

**RESOLVED THAT QPCC** invites a senior Metropolitan Police Officer and an officer from Westminster City Council to attend that meeting.

**PL30-20/21 Officers' report** – The officers contributed throughout the meeting rather than in a separate session.

Meeting closed at 7.20pm

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

Minutes of the Place Committee Meeting held remotely using Zoom  
on **Wednesday 25 November 2020** commencing at 18:00.

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**Present:** Councillors Susanna Rustin (Chair), Ray Lancashire (Vice Chair), Ryan Dalton, Gill Fitzhugh and John McArdle.

Also present: Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Communications and Events Officer; Millie Kent, Project Officer; Cathy Maund, Hammersmith Community Gardens Association (HCGA); Christine Chambers, Canine Culture; Flora McFarlane (Westminster Healthy Streets) and two members of the public – Simon Walton and Luke Douglas.

**PL010-20/21 Apologies for absence** – Councillors Leslie Barson, Orrel Lawrence and Emma Sweeney; Ulla Johnson (HCGA) and two members of the public.

**PL011-20/21 Declarations of interest** – none made.

### **PL012-20/21 Minutes of the Previous Meeting**

**RESOLVED THAT**, the minutes be adopted.

### **PL03-20/21 Public session**

Simon Walton asked to join in the discussion about the water fountain later in the meeting.

### **PL14 20/21 Financial Report**

The Committee received a report from the Responsible Financial Officer and a draft budget for 2021-22. Current spending is going to plan and within tolerable allowances, the only overspend to note is on the Neighbourhood Plan and that is due to changes required in order for it to be sent to WCC. The Committee considered the draft budget.

**RESOLVED THAT**, the Financial Report be NOTED.

### **PL15 20/21 Reports from contractors**

Reports were received from HCGA and Canine Culture. Canine Culture will be starting another set of classes on 6 December once the current lockdown ends, these will be for puppies. To comply with restrictions there will be fewer participants in the classes. Canine Culture reported that the lockdown has meant there are more new dog owners and the puppies are likely to face separate anxiety having never been left alone, along with hyperactivity. The contractor also reported an increase in dog fouling and is working with WCC City Inspector to combat this.

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Cathy Maund of HCGA gave a report that included their work in Queen's Park Gardens; on social prescribing; the Ashmore Road planters; their future training courses; tree pits and upcoming events. HCGA have taken on two new volunteers through the local social prescriber. It was raised that organisations that take volunteers through this channel receive no additional funding so therefore HCGA are limited in how many residents they can accept referrals for. Socially distanced weekly volunteer gardening sessions with Ulla had continued during the lockdown.

The Ashmore Road planters have been planted out and five local residents are volunteering to look after them. No further fly tipping has been reported dumped at this junction since the installation of these beautiful planters.

In partnership with Westminster Adult Education Service HCGA will run basic gardening courses next year. Cathy Maund spoke of the possibility of running a photography course and producing a calendar for 2022 with the images. It was noted some residents have undertaken guerrilla gardening activity by planting out their tree pits. Cathy spoke about the need to ensure no damage was done to the tree by installing soil above the ground line and that the London Plane Trees of most of the streets do take a lot of moisture and light from the tree pit. For Christmas time HCGA would be producing wreath making kits again. Instead of the usual event inside the hall for the community to come together to make wreaths packs would be made to give out for residents to make at home. A Youtube video would be produced to show how best to make the wreath, along with written instructions for those not digitally included. HCGA will also be running the "12 Plants of Christmas" talk on 12 December on Zoom.

**RESOLVED THAT**, the reports from contractors be NOTED.

#### **PL16 20/21 Planning Working Group**

The Committee received a report from the Planning Working Group this included the working group's recent meeting on energy efficiency measures and the latest planning application comments submitted. Of particular note was the application for a basement at 103 Oliphant Street which had significant concerns raised about it. Believed to be the first in the conservation area there was a fear that it may set a precedent enabling more expansive proposals in future and would be overdevelopment of the site.

**RESOLVED THAT**, the Planning Report be NOTED.

#### **PL17 20/21 Working Groups**

Cllr. Ray Lancashire provided a verbal report from the Air Quality Working Group. The next set of air quality monitoring would take place in December and the equipment was on order. As usual the monitoring would last for four weeks and he would report the results back to the next Committee meeting in February.

The Public and Community Art Working Group had nominated Cllr. Gill Fitzhugh as co-ordinator of the group. The group had met virtually and decided to start an art collective working space once restrictions were lifted, St John's Church had offered them space to meet weekly. The group was looking into displaying local artists' work in local cafes, shops and restaurants. They had also been in discussion with WCC Planning Officers regarding public art installations, from initial discussions this was looking particularly costly.

The Climate Change Working Group membership now stands at six participants. Cllrs. Susanna Rustin, Gill Fitzhugh and Ray Lancashire; with Lucie Prior, Millie Kent and Luke Douglas. The Project Officer was undertaking training to produce the audit and then the Climate Change Working Group would be meeting in the new year to discuss ways forward.

**RESOLVED THAT**, the reports from Working Groups be NOTED.

### **PL18 20/21 Chair's Report**

The Chair said how she believed in the power of partnerships for improving our neighbourhood infrastructure, noting the partners working together on the Greening of South Mozart project. She spoke about the new relationship building between HCGA and A2Dominion for the Selby Square Orchard Project. Cllr. Rustin said how she had raised her concern over the possible removal of play equipment in the square. Cllr Rustin had asked A2 Dominion whether there had been consultation undertaken with children as stakeholders of public space. She also raised with them that with rising obesity levels in children and children having been trapped indoors during the pandemic to remove play space may not be a good idea. A2Dominion had been receptive to this constructive feedback.

Cllr Rustin invited Flora McFarlane of Westminster Healthy Streets to speak about Low Traffic Neighbour trials in other wards and the Place Shaping consultation. Cllr Rustin would be attending the next Healthy Streets meeting as the Council's representative in December and would feedback to the Committee in the new year.

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

### **PL19 20/21 Officers' Report**

The Acting Proper Officer presented a report which covered recent work by the officers. This included Play Streets; the Selby Square and South Mozart projects; work on the Harrow Road; bringing food waste collection to the ward; developments in Queen's Park Gardens of the hut project and viability of a water fountain; work on the Climate Emergency environmental audit for the Council and the recommendation to set up a Working Group to review the audit and work towards the Council's carbon neutral target.

The Chair invited Simon Walton, member of the public, to speak at this point about the water fountain. Simon said that he would like a tap with the fountain to enable the volunteer group to water the plants with.

The Proper Officer noted that they would be recommending to Full Council that both HCGA and Canine Culture have their contracts renewed for the next municipal year as both contractors have proved that they have been able to operate within the changing Covid 19 restrictions and provide services to residents throughout this challenging year, as well as developing the service and providing more opportunities to residents.

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

*The meeting closed at 19:45.*

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Finance Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle Responsible Financial Officer		
<b>Date of Meeting</b>	23 June 2021	<b>Agenda Item</b>	PL 06 - 21/22

## 1 Summary

This report sets out current position across a number of cost centres, together with the overall expectation for the current financial year.

## 2 Recommendations

It is recommended that the Committee notes the content.

## 3 Background

- 3.1 The Council's accounts run from April to March each year, with a detailed analysis across all budget lines being undertaken at the end of each month. In the current financial year the figures are available for April and May 2021 and are attached as an appendix.
- 3.2 At this early stage in the year it is not possible to draw any real conclusions from the figures, in fact there was no spending at all on the Cost Centre for this Committee, but the Director and the Responsible Financial Officer have examined each line and have confirmed that none is giving cause for concern.
- 3.3 It should be noted that some budget lines were reduced this year to enable the recruitment of a full time Community Development Officer to work on the projects and that during the year some funds from these lines will be used to employ additional resources to assist with delivery.



03/06/2021

## Detailed Receipts &amp; Payments by Budget Heading 03/06/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1010 Project Income	0	20,000	20,000			0.0%	
1076 Precept	0	166,269	166,269			0.0%	
<u>101</u> <u>Staff costs</u>							
4100 Staff costs	(10,371)	(75,000)	64,629		64,629	13.8%	
4105 Training	0	(1,500)	1,500		1,500	0.0%	
<u>102</u> <u>Administration</u>							
4101 Councillor allowances	(250)	(3,000)	2,750		2,750	8.3%	
4105 Training	0	(1,000)	1,000		1,000	0.0%	
4120 Insurance	0	(1,200)	1,200		1,200	0.0%	
4125 Office Rent	0	(10,000)	10,000		10,000	0.0%	
4126 Room Bookings	0	(1,000)	1,000		1,000	0.0%	
4127 Office maintenance/relocation	(24)	(500)	476		476	4.8%	
4128 Catering	0	(200)	200		200	0.0%	
4130 IT - hosting, computers, email	(485)	(7,500)	7,015		7,015	6.5%	
4132 Stationery & Materials	0	(500)	500		500	0.0%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(107)	(2,000)	1,893		1,893	5.4%	
4137 Subscriptions	(2,406)	(2,750)	344		344	87.5%	
4139 Travel expenses	0	(300)	300		300	0.0%	
4140 Professional fees	(164)	(1,000)	836		836	16.4%	
4142 Audit fees	0	(1,500)	1,500		1,500	0.0%	
4144 Bank charges	(13)	(100)	87		87	13.0%	
4150 Elections costs	0	(2,000)	2,000		2,000	0.0%	
<u>201</u> <u>Communications</u>							
4110 Website	0	(2,500)	2,500		2,500	0.0%	
4200 Queens Park Voice	0	(4,000)	4,000		4,000	0.0%	
4236 Marketing	0	(500)	500		500	0.0%	
<u>301</u> <u>Place</u>							
4300 Community Gardening	0	(17,500)	17,500		17,500	0.0%	
4301 Dog Strategy	0	(4,500)	4,500		4,500	0.0%	
4305 Park Development	0	(1,000)	1,000		1,000	0.0%	
4400 Neighbourhood Plan	0	(1,000)	1,000		1,000	0.0%	
4405 Retailers' Support	0	(1,500)	1,500		1,500	0.0%	
4410 Air Quality	0	(500)	500		500	0.0%	
4420 Public & Community Arts	0	(4,000)	4,000		4,000	0.0%	
4999 Climate Emergency	0	(1,000)	1,000		1,000	0.0%	
<u>401</u> <u>Events</u>							
1410 Income Summer Festival	0	6,500	6,500			0.0%	

## Detailed Receipts &amp; Payments by Budget Heading 03/06/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1411 Income Fireworks	0	5,000	5,000			0.0%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
4201 Events Administration	(1,500)	(9,300)	7,800		7,800	16.1%	
4205 Winter Fair	0	(3,200)	3,200		3,200	0.0%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(590)	(13,500)	12,910		12,910	4.4%	
4220 Fireworks	0	(9,000)	9,000		9,000	0.0%	
<u>501 People</u>							
4107 Community engagement	0	(1,600)	1,600		1,600	0.0%	
4129 Volunteer Development	0	(1,600)	1,600		1,600	0.0%	
4425 Social Inclusion	0	(400)	400		400	0.0%	
4430 Children & Young People	(475)	(8,000)	7,525		7,525	5.9%	475
<u>601 Grants</u>							
4134 Community Grants	(10,000)	(25,000)	15,000		15,000	40.0%	7,000
4136 Pop Up Fund	0	(2,000)	2,000		2,000	0.0%	
4138 Special Grants	(20,000)	(25,000)	5,000		5,000	80.0%	
<u>999 VAT data</u>							
115 VAT refund	674	0	(674)			0.0%	
515 VAT on Payment	(274)	0	(274)		(274)	0.0%	
<b>Grand Totals:- Receipts</b>	<b>674</b>	<b>199,269</b>	<b>198,595</b>			<b>0.3%</b>	
<b>Payments</b>	<b>46,659</b>	<b>247,825</b>	<b>201,166</b>	<b>0</b>	<b>201,166</b>	<b>18.8%</b>	
<b>Net Receipts over Payments</b>	<b>(45,985)</b>	<b>(48,556)</b>	<b>(2,571)</b>				
plus Transfer From EMR	7,475						
<b>Movement to/(from) Gen Reserve</b>	<b>(38,510)</b>						

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Planning Working Group Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle, Working Group Coordinator		
<b>Date of Meeting</b>	23 June 2021	Agenda Item	PL08-21/22

- 1 Since the last meeting of the Committee the following responses have been submitted and it is recommended that they be noted.

	Reference	Description	Comment
1	21/02879/FULL	Reduce height of existing chimney stack to the rear of the building - 6 Droop Street London W10 4DQ	Queens Park Community Council has no objection to this application. We think that it is a pity that the chimney stack will be lowered but as it is a practical solution to the problem and not visible from the road we think that it is acceptable.
2	21/03032/CLEUD	The placement of a portable caravan in the rear garden - Ground Floor Flat 41 Fifth Avenue London W10 4DL	Queen's Park Community Council wish to object to this application. We are aware of the legal complications regarding this application but are not qualified to comment on them. We do however object to what certainly looks like a building occupying the full width of the garden and likely to create a precedent with requests for electrical installations, satellite dishes, water supplies and drainage. We appreciate the working from home situation and question whether it might be possible to agree a compromise and allow the caravan to remain for a year as is the case with Marylebone School on Fourth Avenue?
3	21/03104/FULL	Extension to ground floor side return and rear, use of loft as a habitable space, installation of three roof lights to the rear of the main roof slope and two roof lights to the sloped roof of the rear outrigger, replacement of all single glazed sash windows with double glazed windows. - 109 Ilbert Street London W10 4QF	Queen's Park Community Council wish to object to this application. We think that the proposed rear extension should be subservient to the main side return. We also think that Officers should be happy with the design of the replacement double glazed windows.
4	21/03217/FULL	Erection of a rear/side infill extension - 15 Kilravock Street London W10 4HX	Queen's Park Community Council wish to object to this application. There are very few details regarding any changes to windows at the back of the building, details of the proposed glazing on the extension, details of the height of addition to the party wall and details of the doors at the rear we might be able to withdraw our objection.

	<b>Reference</b>	<b>Description</b>	<b>Comment</b>
5	21/03310/FULL	Erection of a rear side extension with glazed doors including loft conversion with roof lights to rear roof slope. - 25 Barfett Street London W10 4NP	Queens Park Community Council has no objection to this application.

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Environmental Supplementary Planning Document (ESPD) Consultation		
<b>Purpose:</b>	For approval		
<b>Author:</b>	Lucie Prior, Director		
<b>Date of Meeting</b>	23 June 2021	<b>Agenda Item</b>	PL 09 - 21/22

## 1 Summary

This report sets out the proposed response to a City Council consultation on its environment plan.

## 2 Recommendations

It is recommended that the Council respond to the consultation in the terms set out in section 4.

## 3 Background

- 3.1 In September 2019, Westminster City Council (WCC) announced a Climate Emergency and set the ambition for the Council to be carbon neutral by 2030, with the whole city to follow suit by 2040. In February 2020, Queen's Park Community Council also declared a Climate Emergency, setting a target for the Council to become carbon neutral by May 2022.
- 3.2 Westminster is unique in that 86% of its emissions come from the built environment, a much higher proportion compared to other areas across the country. Therefore a critical next step to achieving net-zero across the city requires an up to date, ambitious and robust planning policy.
- 3.3 To address this, the City Council has launched a consultation on a draft Environmental Supplementary Planning Document (ESPD). It provides further detail and guidance on the City Plan's environment policies to encourage development that supports the movement towards a greener, cleaner and healthier city. The consultation closes on 28 June 2021. A copy of the ESPD will be available at the meeting and on the link below. <https://www.westminster.gov.uk/planning-building-and-environmental-regulations/planning-policy/emerging-policies-and-consultations/current-consultations>
- 3.4 The Planning Working Group met virtually on 10 June to review the ESPD, and its findings are set out in section 4 below. It is proposed that these points form the basis of a formal response to the consultation by the Community Council.

## **4 Review Findings**

- 4.1 As the primary purpose of the ESPD is to draw together existing policies for ease of reference, there is little new content. The focus is on new development, the direct impact on Queen's Park is limited. The Council has previously noted that the heavily built-up residential nature of the area leaves little scope for significant building work. There is, however, a section on 'Retrofitting and Sustainable Design', and it was this which received the most attention.
- 4.2 At a general level, the ESPD is welcomed by the Community Council. Still, we believe it should be more ambitious and should have specific interim targets. For example, a 50% reduction by 2030 rather than leaving everything to the later years. We also believe that an Action Plan should sit alongside it, enabling progress to be monitored and feeding back into other City Council policies and activities.
- 4.3 There should be a Public Involvement Strategy to secure maximum engagement from residents rather than leaving delivery as the sole preserve of major developers. This should apply to both the ESPD and the Action Plan.
- 4.4 The ESPD highlights the value of 'tranquil spaces', listing Queen's Park Gardens as such, and references the impact of construction on the environment. However, it is considered that the City Council's monitoring of the construction sector, particularly concerning noise, is haphazard and reactive. There should be proper monitoring processes built into all planning approvals.
- 4.5 The same can be said of monitoring and enforcement around small developments such as window replacement and other environmental measures where existing policies do not seem to be applied consistently, leading to confusion for residents.
- 4.6 To help overcome the issues at 4.5, it is proposed that the existing Planning Information Guide be revised to take account of the ESPD, improvements in technology, and a growing awareness of green issues. This could include 'how to' guides, case studies of good practice. The City council will be asked to assist in its production.

## **5 Next Steps**

- 5.1 The Proper Officer will respond to the consultation by the due date and support this Committee and the Planning and Climate Emergency Working groups in their work in this area.

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Celebrating Queen's Park as a 'Place'		
<b>Purpose:</b>	For discussion		
<b>Author:</b>	Lucie Prior, Director		
<b>Date of Meeting</b>	23 June 2021	<b>Agenda Item</b>	PL11 - 21/22

## 1 Summary

This report is to initiate a discussion on ways to celebrate Queen's Park as a 'Place'.

## 2 Recommendations

It is recommended that the Committee discuss the content.

## 3 Background

- 3.1 The purpose of this report is to initiate a discussion on ways to celebrate Queen's Park as a 'Place', highlighting to residents and others some of what living in Queen's Park means and that it is a good place to live.
- 3.2 The initial concept was for a calendar featuring local scenes and this is expanded on with some other ideas brought into the discussion.

## 4 Calendar

- 4.1 A catalyst for the proposal is the successful publication of one by Hammersmith Community Gardens Association. A short description of it and how it could be adapted is shown in the table below and a copy will be available at the meeting



This is printed on glossy A3 paper, folded to A4 size with pictures and text above leaving a full page below for the user to make their own daily entries.

This format could be copied, or if it is intended to deliver it to homes in the neighbourhood an alternative format could be devised which would fit through a standard letterbox.

The text and images could be used to show a range of Council activities and promote areas such as events, volunteering, and local democracy.

## **5 Timing and Logistics**

- 5.1 To be most useful it would be delivered during December so as to be available at the start of the New Year. This would mean delivery separately from The Voice, which is due to go out in October to publicise November fireworks. A full delivery takes around two weeks of volunteer time.
- 5.2 Alternatively, a smaller print run could be secured with copies being made available in person at the Winter Fair and other outlets with delivery only on request

## **6 Other Options**

- 6.1 An alternative focus would be to build on the 'wreath making' work stream, which was first run as a community event in the Beethoven Centre, then in 2020 as a 'take away'. To abide by for social distancing HCGA created a YouTube video to show how to make these at home alone.
- 6.2 A programme could be built round this with residents encouraged to come to the sessions then display the wreaths on their doors and post photos of them on social media and encourage neighbours to do so too.
- 6.3 Other suggestions for activities to celebrate 'Our Place' are invited during the meeting.

## **7 Finance**

- 7.1 There is no specific budget for such projects so funding would have to be found by cutting back on The Voice, or transferring from other areas which may underspend.
- 7.2 The HGCA edition last year was sponsored by an estate agent, but recent experience in trying to secure financial support from this sector indicates that it cannot be relied on.

## **8 Public Demand**

There is no clear measure of whether the public would welcome a calendar or an extension of the wreath making programme.

## **9 Next Steps**

If a proposal emerges which is beyond the scope of this Committee, or if additional funding has to be found, a proposal will have to be taken to the next meeting of the Full Council in October.



Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Proper Officer; Shuwanna Aaron, Community Development Officer; Millie Kent, Project Officer		
Date of Meeting	23 June 2021	Agenda Item	PL 12-21/22

## 1 Summary

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

## 2 Recommendations

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

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

Neighbourhood Plan	<p>Final additions were made to the Neighbourhood Plan in early Spring these were: the council's declaration of a climate emergency and the target to be a net-zero ward by 2040; that all new developments will be expected to adhere as closely to the PassivHaus Standard as possible; and finally there will be a commitment to increase the number of trees in the parish.</p> <p>The Neighbourhood Plan has been passed by the examined who has recommended the referendum take place. It is now with WCC for the final time and we await approval of it by them.</p> <p>Officers have designed an eight week campaign of "vote yes" for the referendum with marketing material ready to go. In the early part of the campaign focus has been placed on reminding residents of the NP and educating them on what it does before building to the "vote yes" in the final weeks.</p>
BT land	<p>Working in partnership with St John's Church the viability of a garden licence is being looked at to bring the space into community use. At present this is private land that the community are unable to use. A meeting has been held with BT to discuss where to set the boundaries of the land and responsibilities for it.</p>
Selby Square Orchard	<p>Funding of £45,000 from WCC Open Spaces, Greener Places has been awarded for the project with A2 Dominion offering the match funding. Officers have been working with A2Dominion on finding a sponsor at WCC to hold this.</p>

Harrow Road Open Space	Tying in with the larger Harrow Road regeneration project, £1.8million has been awarded from GLA and WCC, the Harrow Road Open Space is one of three areas that will benefit from this award. Officers have been working with the partners and attending the steering group meetings to represent the ward, bringing previous resident consultation to educate the new stakeholders.
Community Clean Up	A Community Clean Up was held on the first Saturday in June to tie in with World Environment Day. Volunteers litter picked in QPG, Harrow Road Open Spaces and in streets within the ward. In total 17 bags of rubbish were collected and the message around behaviour change was spread with some residents joining in having only seen the clean up happening in passing. The clean up was supported by Veolia and WCC recycling team too who used this opportunity to share their environmental messages to residents too.
Climate Emergency	Officers have been seeking quotes to undertake a ward wide audit to see what measures could be taken to meet the carbon neutral target of 2040. Officers have been relationship building with WCC Officers to look at running Climate Emergency focussed events in the area.
The Hut	The contractor, Axis, have started the works with the shutter installed at the front of the hut and the fencing moved to accommodate access to this.
Water fountain and tap in QPG	Funding has been awarded from Open Spaces, Greener Places fund after WCC parks department had declined to pay for this installation at the request of QPCC. The public's suggestion of a tap has been added to the design too.  The Council will be using the CIL EMR for the portion of match funding required, a full breakdown of this is covered in PL06 21/22 report.
Play Streets	Last year's Play Streets in Queen's Park have repeatedly been used as a successful model of the trial by WCC. Active Westminster have Queen's Park Play Streets as one of their strategy highlights as these were able to demonstrate how they met the objectives set for the trial.
New trees	A tree survey has been undertaken for suitable sites within the ward for new trees or to replace empty sites with new trees.

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

Neighbourhood Plan	Officers await confirmation from WCC of the date that the referendum can be held and have requested 7 October. This would allow the campaign to be launched at the Summer Festival
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	on 7 August and can be built upon through the late summer and start of term in September.
BT land	Officers will be working to assess the cost of managing the land and the licence requirements before committing the Council to management of the space. Relationship building will continue with BT to ensure maximisation of their CSR.
Play Streets	Play Streets will be back for the summer holidays; it is expected that the full traffic order will be place but if WCC have not secured them in time Officers can apply for temporary traffic orders as before. Officers have requested planters be installed for the Play Street signage which will help green the roadside as well as act as a traffic calming measure on entry to the streets. Officers have also requested for information plates on the signs too to allow for local children to personalise the message to drivers.
Selby Square Orchard	Work will continue on this project with community engagement on this a priority. Along with HCGA officers have requested that A2Dominion build in volunteer sessions for residents to look after and take ownership of the space once it is completed.
Harrow Road Open Space	Work will continue with the Regeneration Team at WCC and 5 <sup>th</sup> Studio to ensure the best design is brought to fruition for the open space.
Climate Emergency	Events will be scheduled to tie in with COP26 in November and work continues with A2Dominion on the viability of solar panels for the Beethoven Centre. Officers will be working on updating the Planning Information Guide for the conservation area to include options for retrofitting to reduce residential carbon emissions.
The Hut	The internal works are due to begin next week for a new kitchen, improvements to the bathroom, the fixing of a roof leak and a fresh paint. Assurance have been provided from Axis that these will be completed for the summer holidays as the Managing Director is now the contact at Axis.
Water fountain and tap in QPG	A site assessment is required to see where this will be best suited to fit local drains. From this assessment the location will be checked with partners who use the park to ensure this is also suitable for their use.
New trees	The survey results will be passed onto the tree officer at WCC who will be looking to have new trees planted in the autumn.



To all Members of the Place Committee (Cllrs. S Rustin (Chair), R Lancashire (Vice-chair) L Barson, R Dalton, G Fitzhugh, J McArdle, E Sweeney, and S Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **Place Committee**  
to be held in the Beethoven Centre  
at 6.30 pm on Wednesday 22 September 2021

Lucie Prior, Director

17 September 2021

#### AGENDA

<b>PL 13 21/22</b>	<b>Apologies for absence</b> – to receive and approve any apologies for absence from councillors.
<b>PL 14 21/22</b>	<b>Declarations of interest</b> - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
<b>PL 15 21/22</b>	<b>Minutes of the previous meetings</b> – to consider for approval the minutes of the Place Committee Meetings held on 23 June 2021 for confirmation and signing as a correct record.
<b>PL 16 21/22</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>PL 17 21/22</b>	<b>Harrow Road Place Plan</b> – to receive an update on the project.
<b>PL 18 21/22</b>	<b>Financial Report</b> - to receive a report of current financial position.
<b>PL 19 21/22</b>	<b>Reports from contractors</b> – to receive updates from contractors.
<b>PL 20 21/22</b>	<b>Climate Emergency Working Group</b> – to receive a report from the Climate Emergency Working Group.
<b>PL 21 21/22</b>	<b>Planning Working Group</b> – to receive a report from the Planning Working Group.
<b>PL 22 21/22</b>	<b>Working Groups</b> – to receive reports from the Air Quality and Public & Community Art Working Groups.
<b>PL 23 21/22</b>	<b>Chair's Report</b> - to receive a report from the Chair of the Committee.
<b>PL 24 21/22</b>	<b>Officers' Report</b> - to receive a report from the Officers.

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held in the Beethoven Centre  
at 6.30 pm  
on Wednesday 23 June 2021

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**Present:** Councillors Susanna Rustin (Chair), Ray Lancashire (Vice Chair), Gill Fitzhugh, Emma Sweeney

**Also present:** Lucie Prior, Proper Officer; Liz Thorpe-Tracey, Project Officer; Chrissie Chambers, Canine Culture

**Members of the public:** Simon Walton

**PL 01-21/22 Apologies for absence** – Councillors Leslie Barson, John McArdle, and Stella Wilson; Millie Kent, Project Officer, and Shuwanna Aaron, Community Development Officer; Cathy Maund, HCGA.

**PL 02-21/22 Minute's Silence** – A minute of silence was held to mark the fourth anniversary of the tragedy at Grenfell Tower.

**PL 03-21/22 Declarations of interest** – None made.

**PL 04-21/22 Minutes of the previous meeting** – The minutes of the Place Committee Meetings held on 25 November 2020 and 24 February 2021 were approved as a correct record and signed by the Chair.

**PL 05-21/22 Public session** – A member of the public had written in with a question as to why the hedges in Queen's Park gardens were not being trimmed. The Director responded that there was a need for caution as aggressive cutting could disturb nesting birds but she would raise it with the WCC Park Manager.

**PL 06-21/22 Financial Report** – The RFO circulated a report on the current financial position. No significant change was reported.

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

**PL 07-21/22 Reports from contractors** –

Cathy Maund from HCGA had submitted a written report updating the Committee on activities undertaken since the previous meeting. She highlighted the success of Queen's Park in Bloom and suggested that more awards be made in 2022.

Chrissie Chambers from Canine Culture gave a comprehensive report on dog related activities and took questions from those present.

**RESOLVED THAT** both reports be NOTED

**PL 08-21/22 Planning Working Group** – The coordinator of the Planning Working Group had circulated a report on the Council's response to planning applications within Queen's Park. Supported by Simon Walton, a member of the Working Group, they discussed these with a particular interest in the placement of a caravan in a garden at 41 Fifth Avenue which may set a precedent.

**RESOLVED THAT** The report be NOTED



**PL 09-21/22 Environmental Supplementary Planning Document Report** – The coordinator of the Planning Working Group had circulated a report recommending that the Council respond to the City Council consultation on the ESPD in the terms set out in the report which were drawn from existing policies and the neighbourhood Plan.

**RESOLVED THAT** a proposal that the Director prepare and submit a response be APPROVED

**PL 10-21/22 Working Groups** – Air Quality. The coordinator reported that the programme had been disrupted by the pandemic but that he intended to conduct a monitoring cycle during the summer.

Public and Community Arts. The film commissioned to tell the story of the development of QPCC as London’s first and only community council was going well and Cllr Emma Sweeney was due to be interviewed next.

**RESOLVED THAT** the reports be NOTED

**PL 11-21/22 Celebrating Queen’s Park** – The Director had circulated a report suggesting that a calendar would be a good way of promoting the Council and could provide useful information for residents. This was discussed by the meeting who suggested possible content and gave examples of similar initiatives.

**RESOLVED THAT** a proposal that the Director continue work on the project and bring a firm proposal to the Council was APPROVED

**PL 12-21/22 Officers’ report** – The Director had circulated a report on activities undertaken by Officers since the last meeting and plans for the next period.

**RESOLVED THAT** the report be NOTED

*The meeting concluded at 7.55pm*

Signed by..... Cllr. Susanna Rustin (Chair of Place Committee)	Date..... Minute Ref: PL 15 – 21/22
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<b>Report To:</b>	Queen's Park Community Council – Place 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>	22 September 2021	<b>Agenda Item</b>	PL 18 21/22

## 1 Summary

This report sets out current position across a number of cost centres, together with the overall expectation for the current financial year.

## 2 Recommendations

It is recommended that the report be noted.

## 3 Background

- 3.1 The overall budget for 2021/22 was set by the Council on 20 January 2021 (050 – 20/21) when it allocated funds to a number of cost centres, each designated to deliver some activity or meet an anticipated expenditure. These can only be altered by the Council, so not changes are proposed here.
- 3.2 Summaries of expenditure to date and performance against that budget for the whole council are attached as an appendix, and details of those cost centres allocated to this Committee are provided below, with a commentary on each item.

## 4 Financial Commentary by Cost Centre

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4300	Community Gardening	17,500	4,000	13,290	17,290
<p>This is a well-established cost centre and the bulk of the expenditure is the contract with HCGA. From 2020/21 the scope of that contract was extended to include support for volunteer activity, including Friends of Queen's Park Gardens, and that approach has worked well. It is expected that expenditure at the end of the year will be at or near the budget.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4301	Dog Strategy	4,500	840	3,525	4,365
<p>This is a well-established cost centre with the expenditure being the contract with Canine Culture. The contract provides for regular patrols of the area, and for organised trading sessions for dogs and their human companions. It is expected that expenditure at the end of the year will be at or near the budget.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4305	Park Development	1,000		1,000	1,000
<p>This is primarily for work on the park hut. Most of it is covered by 'donations in kind' but the available funding will be used for fitting out after completion of the main works.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4400	Neighbourhood Plan	1,000		1,000	1,000
<p>This allocation is to take the Plan prepared in previous years to its conclusion. Again, donations in kind' have underwritten some of the costs and the referendum will be paid for by the City Council but some costs will remain.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4405	Retailers' Support	1,500		1,500	1,500
<p>This is a new budget heading intended to provide some support to local retailers as the country emerges from lockdown and also faces changes to shopping patterns. So far, most support given has been in the form of officer time towards reinvigorating the Harrow Road Business Association but it is anticipated when that is complete some direct expenditure will be incurred.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4410	Air Quality	500	126	374	500
<p>This is for the work in installing air pollution monitoring tubes across the area, having the samples analysed, and presentation the results. This is going to plan.</p>					



<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4420	Public & Community Arts	4,000		4,000	4,000
The Working Group has been developing ideas and anticipate expenditure being incurred.					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4999	Climate Emergency	1,000		1,000	1,000
The Working Group has been meeting and continues to develop plans to meet the targets, These are reported in detail elsewhere.					

## Detailed Receipts &amp; Payments by Budget Heading 07/09/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1010 Project Income	9,318	20,000	10,682			46.6%	
1076 Precept	166,277	166,269	(8)			100.0%	
<u>101</u> <u>Staff costs</u>							
4100 Staff costs	(30,271)	(75,000)	44,729		44,729	40.4%	
4105 Training	0	(1,500)	1,500		1,500	0.0%	
<u>102</u> <u>Administration</u>							
4101 Councillor allowances	(500)	(3,000)	2,500		2,500	16.7%	
4105 Training	0	(1,000)	1,000		1,000	0.0%	
4120 Insurance	(1,954)	(1,200)	(754)		(754)	162.8%	
4125 Office Rent	(10,000)	(10,000)	0		0	100.0%	
4126 Room Bookings	(190)	(1,000)	810		810	19.0%	
4127 Office maintenance/relocation	(24)	(500)	476		476	4.8%	
4128 Catering	0	(200)	200		200	0.0%	
4130 IT - hosting, computers, email	(1,427)	(7,500)	6,073		6,073	19.0%	
4132 Stationery & Materials	(155)	(500)	345		345	31.0%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(364)	(2,000)	1,636		1,636	18.2%	
4137 Subscriptions	(2,406)	(2,750)	344		344	87.5%	
4139 Travel expenses	0	(300)	300		300	0.0%	
4140 Professional fees	(164)	(1,000)	836		836	16.4%	
4142 Audit fees	(180)	(1,500)	1,320		1,320	12.0%	
4144 Bank charges	(33)	(100)	68		68	32.5%	
4150 Elections costs	0	(2,000)	2,000		2,000	0.0%	
<u>201</u> <u>Communications</u>							
4110 Website	(940)	(2,500)	1,560		1,560	37.6%	
4200 Queens Park Voice	0	(4,000)	4,000		4,000	0.0%	
4236 Marketing	(250)	(500)	250		250	50.0%	
<u>301</u> <u>Place</u>							
4300 Community Gardening	(4,000)	(17,500)	13,500		13,500	22.9%	
4301 Dog Strategy	(840)	(4,500)	3,660		3,660	18.7%	
4305 Park Development	0	(1,000)	1,000		1,000	0.0%	
4400 Neighbourhood Plan	0	(1,000)	1,000		1,000	0.0%	
4405 Retailers' Support	0	(1,500)	1,500		1,500	0.0%	
4410 Air Quality	(126)	(500)	374		374	25.2%	
4420 Public & Community Arts	0	(4,000)	4,000		4,000	0.0%	
4999 Climate Emergency	0	(1,000)	1,000		1,000	0.0%	
<u>401</u> <u>Events</u>							
1410 Income Summer Festival	1,000	6,500	5,500			15.4%	

## Detailed Receipts &amp; Payments by Budget Heading 07/09/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1411 Income Fireworks	0	5,000	5,000			0.0%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
4201 Events Administration	(5,430)	(9,300)	3,870		3,870	58.4%	
4205 Winter Fair	0	(3,200)	3,200		3,200	0.0%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(12,189)	(13,500)	1,311		1,311	90.3%	
4220 Fireworks	0	(9,000)	9,000		9,000	0.0%	
<u>501 People</u>							
4107 Community engagement	(286)	(1,600)	1,314		1,314	17.9%	
4129 Volunteer Development	(286)	(1,600)	1,314		1,314	17.9%	
4425 Social Inclusion	0	(400)	400		400	0.0%	
4430 Children & Young People	(3,299)	(8,000)	4,701		4,701	41.2%	475
<u>601 Grants</u>							
4134 Community Grants	(7,000)	(25,000)	18,000		18,000	28.0%	7,000
4136 Pop Up Fund	(200)	(2,000)	1,800		1,800	10.0%	
4138 Special Grants	(25,000)	(25,000)	0		0	100.0%	
<u>999 VAT data</u>							
115 VAT refund	1,115	0	(1,115)			0.0%	
515 VAT on Payment	(794)	0	(794)		(794)	0.0%	
<b>Grand Totals:- Receipts</b>	<b>177,710</b>	<b>199,269</b>	<b>21,559</b>			<b>89.2%</b>	
<b>Payments</b>	<b>108,306</b>	<b>247,825</b>	<b>139,519</b>	<b>0</b>	<b>139,519</b>	<b>43.7%</b>	
<b>Net Receipts over Payments</b>	<b>69,404</b>	<b>(48,556)</b>	<b>(117,960)</b>				
plus Transfer From EMR	7,475						
<b>Movement to/(from) Gen Reserve</b>	<b>76,879</b>						

## Appendix: Budget Monitoring 2021/22

Appendix: Budget Monitoring 2021/22								Aug-21
100	Income	Target	Year to Date	Year to Come	Fore cast	Variance	%	Notes
1010	Project Income	20,000	9,318	11,000	20,318	- 318	102%	Budget to be met
1076	Precept	166,269	166,277	-	166,277	- 8	100%	Budget to be met
	<b>Total Income</b>	<b>186,269</b>	<b>175,595</b>	<b>11,000</b>	<b>186,595</b>	<b>- 326</b>	<b>100%</b>	
101	Staff Costs	Target	YTD	YTC	F/C	Variance	%	Notes
4100	Staff costs	75,000	30,271	44,776	75,047	- 47	100%	Budget to be met
4105	Training	1,500	-	1,000	1,000	500	67%	Budget to be met
	<b>Total Staff costs</b>	<b>76,500</b>	<b>30,271</b>	<b>45,776</b>	<b>76,047</b>	<b>453</b>	<b>99%</b>	
102	Adminisrtation	Target	YTD	YTC	F/C	Variance	%	Notes
4101	Councillor allowances	3,000	500	2,500	3,000	-	100%	Budget to be met
4105	Training	1,000	-	1,000	1,000	-	100%	Budget to be met
4120	Insurance	1,200	1,954	-	1,954	- 754	163%	Slight overspend
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,000	190	900	1,090	- 90	109%	Depends on room sizes needed
4127	Office maintenance/relocation	500	24	475	499	1	100%	Budget to be met
4128	Catering	200	-	200	200	-	100%	Budget to be met
4130	IT - hosting, computers, email	7,500	1,427	6,100	7,527	- 27	100%	Budget to be met
4132	Stationery & Materials	500	155	350	505	- 5	101%	Budget to be met
4133	Chair's Allowance	75	-	75	75	-	100%	Budget to be met
4135	Tel & post	2,000	364	1,675	2,039	- 39	102%	Budget to be met
4137	Subscriptions	2,750	2,406	350	2,756	- 6	100%	Budget to be met
4139	Travel expenses	300	-	300	300	-	100%	Budget to be met
4140	Professional fees	1,000	164	840	1,004	- 4	100%	Budget to be met
4142	Audit fees	1,500	180	1,300	1,480	20	99%	Budget to be met
4144	Bank charges	100	33	60	93	8	93%	Budget to be met
4150	Elections costs	2,000	-	2,000	2,000	-	100%	Budget to be met
	<b>Total Administration</b>	<b>34,625</b>	<b>17,397</b>	<b>18,125</b>	<b>35,522</b>	<b>- 897</b>	<b>103%</b>	

<b>201</b>	<b>Communications</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4110	Website	2,500	940	1,500	2,440	60	98%	Budget to be met
4200	Queens Park Voice	4,000	-	4,000	4,000	-	100%	
4236	Marketing	500	250	250	500	-	100%	Budget to be met
	<b>Total Communications</b>	<b>7,000</b>	<b>1,190</b>	<b>5,750</b>	<b>6,940</b>	<b>60</b>	<b>99%</b>	

<b>301</b>	<b>Place Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4300	Community Gardening	17,500	4,000	13,290	17,290	210	99%	Budget to be met
4301	Dog Strategy	4,500	840	3,525	4,365	135	97%	Budget to be met
4305	Park Development	1,000	-	1,000	1,000	-	100%	Budget to be met
4400	Neighbourhood Plan	1,000	-	1,000	1,000	-	100%	Budget to be met
4405	Retailers' Support	1,500	-	1,500	1,500	-	100%	Budget to be met
4410	Air Quality	500	126	374	500	-	100%	Budget to be met
4420	Public & Community Arts	4,000	-	4,000	4,000	-	100%	Budget to be met
4999	Climate Emergency	1,000	-	1,000	1,000	-	100%	Budget to be met
	<b>Total Place Committee</b>	<b>31,000</b>	<b>4,966</b>	<b>35,966</b>	<b>40,932</b>	<b>- 9,932</b>	<b>132%</b>	

<b>401</b>	<b>Events</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1410	Income Summer Festival	6,500	1,000	5,000	6,000	500	92%	Ward budget to be applied for
1411	Income Fireworks	5,000	-	5,000	5,000	-	100%	As above
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	As above
4201	Events Administration	9,300	5,430	3,870	9,300	-	100%	Budget to be met
4205	Winter Fair	3,200	-	3,200	3,200	-	100%	Budget to be met
4206	Winter Social	100	-	100	100	-	100%	Budget to be met
4210	Summer Festival	13,500	12,189	-	12,189	1,311	90%	Budget to be met
4220	Fireworks	9,000	-	9,000	9,000	-	100%	Budget to be met
	<b>Events Income</b>	<b>13,000</b>	<b>1,000</b>	<b>11,500</b>	<b>12,500</b>	<b>500</b>	<b>96%</b>	
	<b>Events Expenditure</b>	<b>35,100</b>	<b>17,619</b>	<b>16,170</b>	<b>33,789</b>	<b>1,311</b>	<b>96%</b>	

<b>501</b>	<b>People Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>	
4107	Community engagement	1,600	286	1,300	1,586	14	99%	Budget to be met	
4129	Volunteer Development	1,600	286	1,300	1,586	14	99%	Budget to be met	
4425	Social Inclusion	400	-	400	400	-	100%	Budget to be met	
4430	Children & Young People	8,475	3,299	5,200	8,499	-	24	100%	Budget to be met
	<b>Total People Committee</b>	<b>12,075</b>	<b>3,871</b>	<b>8,200</b>	<b>12,071</b>	<b>4</b>	<b>100%</b>		

<b>601</b>	<b>Grants</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4134	Community Grants	32,000	7,000	25,000	32,000	-	100%	Budget to be met
4136	Pop Up Fund	2,000	200	1,800	2,000	-	100%	Budget to be met
4138	Special Grants	25,000	25,000	-	25,000	-	100%	Budget to be met
	<b>Total Grants</b>	<b>59,000</b>	<b>32,200</b>	<b>26,800</b>	<b>59,000</b>	<b>-</b>	<b>100%</b>	

		<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>
<b>Grand Total Income</b>	199,269	177,710	22,500	199,095	174	100%
<b>Grand Total Expenditure</b>	255,300	108,308	156,786	264,300	- 9,000	104%

\* Find this file in Citrix under Finance/BUDGET

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Climate Emergency Working Group Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Millie Kent, Project Officer – Climate Emergency Working Group Coordinator		
<b>Date of Meeting</b>	22 September 2021	<b>Agenda Item</b>	PL 20 - 21/22

## 1 Summary

This report sets out the current position of a number of projects being worked on by the working group.

## 2 Recommendations

It is recommended that the report be noted.

## 3 Background

3.1 The Climate Emergency Working Group was set up in response to the council's declaration to become a net zero council by May 2022.

3.2 Since then the council has also pledged to become a net zero ward by 2040. This represents an 11% decrease in emissions per year.

3.3 The working group exists to ensure the council and ward are on track to reach these targets and pursue projects which contribute to these goals.

3.4 The working group met on the 14<sup>th</sup> of September.

## 4 Neighbourhood Plan

4.1 The Neighbourhood Plan was updated to reflect the council's climate emergency and its policies updated to reflect this.

## 5 Carbon Offset Funding

5.1 A bid for funding from Westminster's Carbon Offset Fund has been submitted to cover the costs of a 12-month project in Queen's Park kickstarting our journey to becoming a net-zero ward.

5.2 The funding would cover:

- Staff-costs for a dedicated climate emergency officer (2 days per week).
- The development of a 'Net-Zero Queen's Park' report, including resident engagement and consultation, baseline emissions calculations and recommendations for decarbonisation of the ward.
- A match-funding pot which could then be used to launch projects in the ward.

- 5.3 The CIL committee will be meeting within the next two weeks to discuss applications and come to a decision. We should know the outcome by early October.

## **6 Events**

- 6.1 Following on from the successful event pick planned by the group in June, another community clean-up is planned for the 25<sup>th</sup> of September at 11am to tie in with the Climate Coalition's Great Green Week from 18<sup>th</sup> to 26<sup>th</sup> of September.

Veolia has agreed to provide litter pickers and bin hoops again and Westminster Recycling Champions have been asked to host an information stall.

Volunteers are still needed to help with the event.

The clean up will be followed by a community lunch hosted by QPCC at St Jude's Hall from 1 – 3 pm.

- 6.2 Resident and climate campaigner Luke Douglas invites fellow Queen's Park residents to the 'Radical Action Required' webinar. From panellists Professor Paul Ekins and Helmut Maurer of the EU Commission, you will hear about the burning environmental issues and the actions necessary to tackle the climate emergency. Register online on the link below:

[https://us02web.zoom.us/webinar/register/2016317052960/WN\\_xBs5tRGpSayavyqn\\_zidRhq](https://us02web.zoom.us/webinar/register/2016317052960/WN_xBs5tRGpSayavyqn_zidRhq)

- 6.3 Members of the working group will be attending Westminster's Climate Focus Action Group on the 22<sup>nd</sup> of September to represent the views and vision of the council.
- 6.4 Members of the working group will be attending the Harrow Road Open Space Working Group on the 28th September to ensure that plans are reflective of the climate emergency.

## **7 GLA Climate Risk**

- 7.1 The GLA has produced an interactive climate risk map which identifies Queen's Park ward as being at high risk of both extreme heat and flooding. A link to the interactive map is below:

<https://gisportal.london.gov.uk/portal/apps/webappviewer/index.html?id=7322196111894840b5e9bae464478167>

- 7.2 Officers are drafting a letter to Westminster Council to find out their plans to mitigate these risks and call for more to be done to protect residents.
- 7.3 Officers are making enquiries about the possibility of installing rain gardens or sustainable urban drainage systems in the ward. Both of which act as drainage for excess rainfall and can help minimise the risk of flooding.



## **8 Future Projects**

8.1 The working group is continuing to explore the potential for community energy projects in the ward.

8.2 Officers are approaching colleagues at Westminster Housing (the single largest landlord in the ward) to understand their plans for retrofit of domestic properties in Queen's Park.

Energy saving measures will also help alleviate fuel poverty for residents.

8.3 The working group agreed to submit a page for subsequent issues of The Queen's Park Voice which will focus on energy saving tips and how residents can get involved in our response to the climate emergency.

8.4 The working group intends to work with local schools and youth groups to engage local young people in their plans.

8.5 A local resident living in the conservation area has started their own personal project of making their house an example of how to maximise energy efficiency and get as close to PassivHaus standard as possible.

They have agreed to share their experience anonymously in an article which could inspire other residents to do the same and provide a toolkit for action.

8.6 The recommendations of the 'Net Zero Queen's Park Report' will be used to inform future projects going forwards. The timescale for the delivery of this report is dependent upon funding applications.

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Planning Working Group Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle – Planning Working Group Coordinator		
<b>Date of Meeting</b>	22 September 2021	<b>Agenda Item</b>	PL 21 - 21/22

## 1 Summary

This report provides an update on the activity of the Planning Working Group and gives the Committee an opportunity to discuss any of the matters raised.

### Recommendations

It is recommended that the report be noted.

## 3 Background

- 3.1 The Council is a statutory consultee on all planning applications submitted within Queen's Park and is entitled to comment on these. Because of the tight turnaround times in July 2020 it delegated this activity to the Planning Working Group provided the comments are in line with existing policy as set out in the Neighbourhood Plan. (018 – 20/21)
- 3.2 The comments are publicly available on the planning database maintained by the City Council, and a schedule of those submitted since the previous meeting of this Committee is attached as an appendix to this report.

## 4 Neighbourhood Plan

- 4.1 A final draft of the Neighbourhood Plan has now been agreed by QPCC and the City Council and a local referendum is to be held on Thursday 21 October 2021 to have the document approved by residents. A link to details of the referendum on the City Council websites is below:

<https://www.westminster.gov.uk/about-council/democracy/planning-referendums/queens-park-neighbourhood-plan-referendum>

- 4.2 A copy of the final version of the Neighbourhood Plan can be downloaded from the link below:

<https://www.westminster.gov.uk/media/document/queens-parkneighbourhood-plan-referendum-version>

- 4.3 An Action Plan has been prepared to encourage public participation and Councillors have been contacted separately to establish how they can get involved in the campaign.

## **5 Westminster Amenity Societies Forum (WASF)**

- 5.1 Although QPCC is not technically an Amenity Society it performs that function in respect of local consultation on planning matters and is a member of WASF with Simon Walton representing the Council on that group.
- 5.2 In August 2021 WASF sent a strongly worded letter signed by representatives of several of the members complaining of a lack of consultation by the City Council on various matters including planning and traffic management. This letter was later made public.
- 5.3 QPCC was not a signatory to the letter and whilst dealing with the City Council can be hard work at times it will continue to work with Ward Councillors and Officers at Westminster in pursuit of our objectives.

## **6 Other Planning Matters**

- 6.1 Many planning applications are fairly routine, most being from individual residents wishing to upgrade or improve their homes, but occasionally one will have more significance so will be brought to the attention of the Committee. These are set out below'
- 6.2 21/01449/FULL 103 Oliphant Street London W10 4EE
- On 25 May 2021 the City Council granted permission for the excavation of a cellar at the above address despite objections from both QPCC and neighbours. This is believed to be the first such development in the area and may set a precedent. Work has not yet started,
- 6.3 21/03032/CLEUD Ground Floor Flat 41 Fifth Avenue London W10 4DL
- On 7 May 2021 the City Council received an application from the occupiers of the above address to allow the continued use of a caravan in the garden as a home office. QPCC objected to this on the grounds that it was taking up too much of the garden and may set an unwelcome precedent. The case has not yet been decided.
- 4.5 21/04964/FULL 29 First Avenue London W10 4N
- On 13 September 2021 an application to retain three UPVC windows which had been fitted without permission was refused by the City Council. QPCC had objected to the proposal, although it is not known whether the case which came from planning enforcement arose as a result of a report from a resident or through routine inspections by the City Council.

## Appendix of Planning Applications

Ref No	Proposal	Summary	Decision
21/04593/FULL 166 Bravington Road, London, W9 3AP	Erection of a mansard loft conversion to top floor flat (C)	Simon:- Objection. Lack of information regarding the proposed new roof layout. How does it compare with its neighbours and is it in keeping with nearby houses?	Refused.
21/04611/FULL - 100 Fifth Avenue London W10 4DS	Erection of a loft conversion with associated installation of two rooflights to rear roof slope, erection of replacement rear infill extension with three new rooflights, alterations to rear fenestration, reinstatement of front boundary wall railings. Internal alterations including erection and demolition of partitions, installation of a WC under the existing staircase, removal of a chimney breast at first floor only, lowering of first floor ceiling and installation of stair to loft conversion. (Linked with 21/04612/LBC)	Queens Park Community Council has no objection to this application.	Pending
21/04612/LBC - 100 Fifth Avenue, London, W10 4DS	Erection of a loft conversion with associated installation of two rooflights to rear roof slope, erection of replacement rear infill extension with three new rooflights, alterations to rear fenestration, reinstatement of front boundary wall railings. Internal alterations including erection and demolition of partitions, installation of a WC under the existing staircase, removal of a chimney breast at first floor only, lowering of first floor ceiling and installation of stair to loft conversion. (Linked with 21/04611/FULL)	Queens Park Community Council has no objection to this application.	Pending
21/04681/FULL - 73 Third Avenue, London, W10 4HU	Erection of single storey rear infill extension at ground floor level, creation of new access doors to rear elevation and addition of 3 conservation rooflights	Queen's Park Community Council wish to object to this application. The proposed infill extension should be set back a little as is usual in such extensions. The new access doors are overly dominant and should be reduced in scale.	Permitted
21/04731/FULL - 220 Fernhead Road, London, W9 3EJ	Variation of condition 1 of planning permission dated 05 May 2021 (RN: 21/01031/FULL) for the: NAMELY, to allow an increase in floor space to the ground floor extension through the reduction in size of internal courtyard garden.	Queens Park Community Council has no objection to this application.	Pending

21/04743/FULL - Ground Floor Flat 51 Fifth Avenue London W10 4DL	Erection of a single storey infill extension. - Ground Floor Flat 51 Fifth Avenue London W10 4DL	Queen's Park Community Council wish to object most strongly to this application. It is totally out of order and a gross over development. City Council's letter of 22 July 2021 says it all as follows:- - You are advised that the proposed full width rear glazing is unlikely to be considered acceptable in the Queens Park Estate Conservation Area. Retaining the rear closet wing in glazing, with a traditionally sized opening (in timber), with a lightweight glazed infill extension is more likely to be considered favourably. - It would be useful if you could provide photographs of the rear of the building, and the relationship of the extension with the neighbour. We also think that the new extension should be subservient to the existing one.	Permitted
21/04756/FULL - 186 Kilburn Lane,London,W10 4AS	Replacement of front and rear elevation windows with new double glazed hardwood windows and alterations to rear and side elevations (window and door).	Queens Park Community Council has no objection to this application on the basis that Officers are happy that the design of the windows is as close to the original as is possible and that the glazing bars are traditional Georgian bars.	Permitted
21/04776/FULL - 201 Ashmore Road London W9 3DB	Installation of a rear dormer and two roof lights to the front roof slope to second floor flat.	Queens Park Community Council is unable to comment on this application as it has no idea whether nearby houses have similar dormers and roof lights. It would think that the roof lights are probably not very visible from the ground but the dormer window looks large and rather dominating.	Permitted
21/04964/FULL - 29 First Avenue London W10 4NR	Replacement of three UPVC windows. (Retrospective Application) - 29 First Avenue London W10 4NR	Queens Park Community Council. Strong objection. Not only is this application for UPVC windows, which are totally inappropriate for the conservation area of the Queens Park Estate, but their design appears from the photo of the front of the building to be casement windows and not sash ones. They are therefore not in keeping with the windows on the rest of the estate and should be removed as soon as possible.	Refused.
21/05082/FULL - Flat A,155 Bravington Road,London	Erection of a single storey side extension at ground floor level.	Queens Park Community Council is unable to comment on this application as it does not know whether there is similar development nearby. It would like to request that the new brickwork matches the old.	Pending
21/05155/CLOPUD - 4 Nutbourne Street London W10 4HN	Installation of 3no. roof windows to rear roof slope of terraced dwelling house.	Queen's Park Community Council wish to object to this application. The applicant has produced lots of drawing which seem irrelevant but no detailed drawings/specification of the roof lights. If the windows are flush with the roof tiles and are of conservation design and of suitable materials and colour, then we would be happy to withdraw our objection.	Permitted.

21/05190/FULI - 7 Nutbourne Street London W10 4HW	Erection of a rear side infill extension at ground floor level. Installation of two conservation roof lights to the rear roof slope and alterations to rear ground floor window to door.	Queens Park Community Council has no objection to this application.	Permitted.
21/05230/FULL - 86 Sixth Avenue London W10 4HJ	Erection of a single storey rear extension at ground floor level. - 86 Sixth Avenue London W10 4HJ	Queen's Park Community Council wish to object to this application. While the changes to the design of the extension are an improvement on the earlier application there is no mention of the replacement of all the visible windows in UPVC to a design that is utterly not in keeping with the surrounding properties except in the application form which states that the work has not been started without consent when the new UVPC windows are totally in one's face We also understand from a neighbour that the work has already started although not visible from the road.	Permitted
21/05304/FULL - 92 Portnall Road London W9 3BE	Extensions and alterations in connection with the conversion of single family dwelling house to 3 flats; including demolition of ground floor rear projection part upper projection and boundary wall, new full width ground floor extension with rooflights, first floor rear terrace with associated screen, Rear full width dormer roof extension (including raising the Party Walls), replacement of all windows, new bin and cycle stores with green roof to front garden.	Queen's Park Community Council wish to object to this application. We are not happy with the roof lights disturbing the run of tiles along the houses but if there several roofs with such lights and if they are barely visible from the road below then we are happy to withdraw our objection. Similarly The dormer window looks far too big and domineering, but if there are similar sized dormers nearby we would happily withdraw our objection. As regards the Terrace, its use for noisy parties etc could cause considerable disturbance to neighbours, but the screen might mitigate the noise so we are happy for Officers to decide.	Pending
21/05478/FULL - Ground Floor Flat 151 Portnall Road	Erection of a single storey wraparound extension at ground floor, layout alterations, and associated works.	Queen's Park Community Council wish to object to this application. We think that the proposed infill extension should be subservient to the main extension of the building unless that is not usual on similar extensions on Portnall Road. We are also concerned about loss of light to 149 Portnall Road.	Pending
21/05486/FULL - 54 Kilburn Lane London W10 4AH	Installation of three new conservation rear rooflights and bricking up of rear first floor window. - 54 Kilburn Lane London W10 4AH	Queens Park Community Council has no objection to this application.	Pending

21/05501/FULL - Flat 2 17 Beethoven Street London W10 4LG	Variation of condition 1 of planning permission dated 8th March 2021 (RN 20/08269/FULL) for the insertion of 3 rooflights to the front roof and the construction of dormer to the rear roof and relocation of existing solar panels in connection with conversion of existing roof space into habitable accommodation. NAMELY, to reflect the use of a two panel door in lieu of 4 panel door; the installation of frames glass Juliet balustrade and the use of hanging slate to the dormer cheeks in lieu of standing seam lead. - Flat 2 17 Beethoven Street London W10 4LG	Queen's Park Community Council wish to object to this application. There seems to be no information about the application apart from some unidentifiable photos and one page of drawings with no description whatsoever.	Pending
21/05537/FULL - 30A Portnall Road London W9 3BD	Erection of a single storey side and rear extension, including replacement of windows	Queens Park Community Council has no objection to this application.	Pending
21/05565/COFUL - Jubilee Sports Centre Caird Street London W10 4RR	Variation of condition 1 of planning permission dated 16 December 2014 NAMELY, to allow the installation of Air Source Heat Pump (ASHP) system with screening on Block A for servicing the sports hall. - Jubilee Sports Centre Caird Street London W10 4RR	Queens Park Community Council has no objection to this application.	Pending

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Proper Officer; Shuwanna Aaron, Community Development Officer; Millie Kent, Project Officer		
Date of Meeting	22 September 2021	Agenda Item	PL 24-21/22

## 1 Summary

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

## 2 Recommendations

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

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

Neighbourhood Plan	This summer Officers continued working with WCC on various edits and amendments to complete the final version of the Neighbourhood Plan. The August 2021 final version can be found on the Westminster City Council website. The campaign for the referendum has begun and Councillors have been contacted to request their assistance with it.
BT land	Several meetings have been held and the boundaries for the land have been agreed with BT. Officers have drawn up a map that shows these and this has been distributed. BT have stated their specification for the fencing required. Discussions are being held over the responsibilities for funding the fencing and removal of old lighting columns that are falling over and maintenance of the land.
Selby Square Orchard	Officers have worked with A2Dominion to find a sponsor at WCC for the funding of £45,000 from WCC Open Spaces, Greener Places fund. The programme for the works has been pushed back due to a change in staff management of it at A2Dominion with Officers meeting with the staff member that now has responsibility for it.
Harrow Road Open Space	The first working group to involve residents was held over the summer to share the initial plans by the architects. Plans were well received by the group with the ideas of making the open space more user friendly, the canal more accessible and dealing



	<p>with the unfinished building end of Canal Terrace of particular note.</p> <p>A site meeting with the steering group has also been held to discuss ideas from the working group with green walls being brought into the discussion. There has also been a tree survey carried out on the site with further surveys on the topography and canal due.</p>
Community Clean Up	Marketing has started for the next community clean up and residents that signed up to volunteer from the Summer Festival have been invited to assist with the clean up.
Climate Emergency	A bid has been submitted to the Carbon Offset Fund to fund the ward wide audit, a part time project officer for the ward and match funding for projects to take place in the ward. The Climate Emergency Working Group met in September to discuss their next actions, further information can be found on the climate emergency report (PL20 21/22).
The Hut	This summer saw a flurry of works to improve the interior space with new cabinets installed, a new oven provided and the kitchen freshly painted. A shutter and sliding window have been installed to allow for a serving space to the exterior. Works also took place to clean the drains and make safe a gas pipe. All costs were covered by Axis with no cost to the council.
Water fountain and tap in QPG	A site visit was undertaken to agree the position with the contractors and WCC Officers. The site is near to the play area, kickabout court and outdoor gym to ensure all users of these areas that may need refreshment have ease of access.
Play Streets	<p>This August we piloted new Play Streets on Parry Road and Lancefield Gardens. Parry Road Play Street involved consultation with the Police, Westminster Housing and residents before the trial given the high levels of ASB that were seen in the area earlier in the summer. The Parry Road Play Street was quiet with only a handful of 10-11 year olds playing out even after a lot of door knocking. The Play Street in the Lancefield Garden was a great success with many under 11s and parents/carers returning week on week building friendships and keeping active over the summer. We are thankful to the residents of Lawes, Lieve and Longhurst Houses and the many families that joined each week.</p> <p>There was a change in staffing at WCC which lead to the Play Streets ETO not being implemented again for the streets trialled last summer.</p>
New trees	All streets in the wards were surveyed to find suitable new tree pits or tree pits that did not contain a tree. These survey results have been passed onto the WCC Tree Officer and we expect to have planting take place in the late autumn.

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

Neighbourhood Plan	The campaign for the referendum will run from now and throughout October with information on the referendum being provided to residents in written format through posters, online and newsletters, videos on social media and in person at events and door knocking. The referendum vote will take place on Thursday 21 October.
BT land	A trust is due to be set up to take over the garden licence. Members of the trust are currently: QPCC, St John's Church and Queen's Park Primary School.  Officers will be working to assess the cost of managing the land and the licence requirements before committing the Council to management of the space.
Play Streets	Officers will work with residents to see which Play Streets could run during October half term using temporary traffic orders. The Police have approached Officers and are keen to work in partnership on them.
Selby Square Orchard	Work will continue on the project with the new staff lead at A2Dominion. QPCC Officers have stressed the importance of consulting with children and young people resident in the area to ensure longevity of the regenerated space.
Harrow Road Open Space	A further working group meeting will take place at the end of September where a plan of the programme will also be provided to residents. QPCC have stressed to the community engagement specialist involved in the work the importance of working with residents in Avenue Gardens and the Queen's Park library as stakeholders. Both Officers and WCC Officers are working to ensure the scope of the works are within budget so that the funding is spent on capital improvements to the open space.
The Hut	The door to allow disabled access to the building is yet to be installed even though the interior doors are already accessible by wheelchair.
Water fountain and tap in QPG	Work with commence this month on the installation and we expect works to be finished within a fortnight from starting.
Community Clean Up	A Community Clean Up is booked to take place on Saturday 25 September to tie in with the Climate Coalitions Big Green Week. As with the last clean up volunteers are being asked to assist and we are planning to cover as many streets as possible.  The clean up will be run in partnership with Veolia again who will provide the equipment and clear the rubbish/recycling bags. For this second event a community lunch will be provided in St Jude's after the clean up too.



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To all Members of the Place Committee (Cllrs. S Rustin (Chair), R Lancashire (Vice-chair) L Barson, R Dalton, G Fitzhugh, J McArdle, E Sweeney, and S Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **Place Committee**  
to be held in the Beethoven Centre at 6.30 pm  
on Wednesday 1 December 2021

Lucie Prior, Director

26 November 2021

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### AGENDA

- PL 25 21/22** **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PL 26 21/22** **Declarations of interest** - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PL 27 21/22** **Minutes of the previous meeting** – to consider for approval the minutes of the Place Committee Meeting held on 22 September 2021 for confirmation and signing as a correct record.
- PL 28 21/22** **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).*
- PL 29 21/22** **Queen’s Park Gardens Dog Run** – to receive an update on the dog run and decide on a proposal to re-located the bench.
- PL 30 21/22** **Financial Report** - to receive a report of current financial position.
- PL 31 21/22** **Reports from contractors** – to receive reports from contractors.
- PL 32 21/22** **Planning Working Group** – to receive a report from the Planning Working Group.
- PL 33 21/22** **Harrow Road Open Space** – to receive an update on the plans for the space and bring forward suggestions for the possible name change.
- PL 34 21/22** **Working Groups** – to receive verbal reports from the Air Quality and Public & Community Arts, and Climate Emergency Working Group.
- PL 35 21/22** **Chair’s Report** - to receive a report from the Officers.
- PL 36 21/22** **Officers’ Report** - to receive a report from the Officers.

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held in the Beethoven Centre  
at 6 pm  
on Wednesday 22 September 2021

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**Present:** Councillors Susanna Rustin (Chair), Ray Lancashire (Vice Chair), Ryan Dalton.

**Also present:** Lucie Prior, Director; Shuwanna Aaron, Community Development Officer; Chrissie Chambers, Canine Culture; Cathy Maund, Hammersmith Community Gardens Association (HCGA).

**PL 13-21/22 Apologies for absence** – Councillors Leslie Barson, Gill Fitzhugh and John McArdle, and Emma Sweeney; Millie Kent, Project Officer, and Liz Thorpe-Tracey, Events Officer; Simon Walton, volunteer.

**PL 14-21/22 Declarations of interest** – None made.

**PL 15-21/22 Minutes of the previous meeting** – The minutes of the Place Committee Meetings held on 23 June 2021 were approved as a correct record and signed by the Chair.

**PL 16-21/22 Public session** – Crissie Chambers brought up that the bins on Ilbert Street were due to be moved. The Director read out a copy of the notice that had been put up on them that day.

**RESOLVED THAT** the Director would make enquiries with Westminster City Council (WCC) as to what the plans were for the bins.

**RESOLVED THAT** Officers and Councillors would canvas local residents at the Community Clean Up on Saturday 25<sup>th</sup> September to represent their views in a letter to WCC.

**PL 17-21/22 Harrow Road Place Plan** – The Director gave a verbal report on the update on the Plan. Around 15 members of the community had joined a Working Group that would meet regularly through the programme to give comment on the Plans.

**RESOLVED THAT** the report be NOTED

**PL 18-21/22 Financial Report** – The Director gave a report on behalf of the RFO. No significant changes were reported.

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

**PL 19-21/22 Reports from contractors** –

Cathy Maund from HCGA gave a report that covered work over the Summer including the 90 plant prizes collected from Queen's Park in Bloom awards, the new pomegranate in the community orchard and volunteering. HCGA work with local volunteers continues to go from strength to strength with more residents volunteering and the tying in with NHS social prescribers. There are plans for a corporate day of volunteering due to be held on 7<sup>th</sup> October to improve Queen's Park Gardens and family activities in the park for October half term. Cathy raised the issue that dogs are being allowed off leash in the rose garden.

Chrissie Chambers from Canine Culture gave a comprehensive report on dog related activities. There is a course starting in October for dog socialisation after lockdown and dealing with dogs that are now being left at home as workers return to workplaces. She is concerned about reports of professional dog walkers operating in the neighbourhood and will check with licensing to see if there are any locally issued licenses. Canine Culture had also contact from a resident that said they felt they could no longer take their dog onto

the street as it had become dangerous and so they were only keeping it in their garden. Crissie has booked to undertake a home visit to them to offer one to one support.

**RESOLVED THAT** both reports be NOTED.

**RESOLVED THAT** Canine Culture would work with WCC to combat dogs off leash in the rose garden.

**PL 20-21/22 Climate Emergency Working Group**

A report had been circulated about the work to address the climate emergency. The Chair gave the report on behalf of the coordinator. The report covered climate emergency events, the funding bid that was being worked on and future projects.

**RESOLVED THAT** the report be NOTED

**PL 21-21/22 Planning Working Group** – The coordinator of the Planning Working Group had circulated a report on the Council's response to planning applications within Queen's Park. The Director gave the report on behalf of the coordinator and highlighted some issues of note.

**RESOLVED THAT** The report be NOTED

**PL 22-21/22 Working Groups** – Air Quality. Councillor Lancashire gave a report on the Citizen Science air quality monitoring. 20 tubes had been set up to collect samples with 19 in place on collections day. Of these two are placed indoors and indoor air pollution has recently come to light as an issue.

Public and Community Arts. The working group had not met over the summer therefore there was no further update.

**RESOLVED THAT** the reports be NOTED

**PL 23-21/22 Chair's Report** – The Chair gave a report about the work of the coming together of open spaces projects and congratulated the new Community Development Officer, Shuwanna Aaron for her work on the summer festival.

**RESOLVED THAT** the report be NOTED

**PL 24-21/22 Officers' report** – The Director had circulated a report on activities undertaken by Officers since the last meeting and plans for the next period.

**RESOLVED THAT** the report be NOTED

*The meeting concluded at 7.25pm*

Signed by.....	Date.....
Cllr. Susanna Rustin (Chair of Place Committee)	Minute Ref: PL 27 – 21/22

<b>Report To:</b>	Queen's Park Community Council – Place 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>	1 December 2021	<b>Agenda</b>	PL 30 21/22

## 1 Summary

This report sets out current position across a number of cost centres, together with the overall expectation for the current financial year.

## 2 Recommendations

It is recommended that the report be noted.

## 3 Background

- 3.1 The overall budget for 2021/22 was set by the Council on 20 January 2021 (050 – 20/21) when it allocated funds to a number of cost centres, each designated to deliver some activity or meet an anticipated expenditure. These can only be altered by the Council, so not changes are proposed here.
- 3.2 Summaries of expenditure to date and performance against that budget for the whole council are attached as an appendix, and details of those cost centres allocated to this Committee are provided below, with a commentary on each item.

## 4 Financial Commentary by Cost Centre

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4300	Community Gardening	17,500	8,188	8,860	17,048
<p>This is a well-established cost centre and the bulk of the expenditure is the contract with HCGA. From 2020/21 the scope of that contract was extended to include support for volunteer activity, including Friends of Queen's Park Gardens, and that approach has worked well. During November a proposal was brought forward to plant an elm tree in the Queen's Park gardens and it was confirmed that funding is available for this so the project can go ahead. It is expected that expenditure at the end of the year will be at or near the budget.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4301	Dog Strategy	4,500	840	3,520	4,360
<p>This is a well-established cost centre with the expenditure being the contract with Canine Culture. The contract provides for regular patrols of the area, and for organised trading sessions for dogs and their human companions. It is expected that expenditure at the end of the year will be at or near the budget.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4305	Park Development	1,000		1,000	1,000
<p>This is primarily for work on the park hut. Most of it is covered by 'donations in kind' but the available funding will be used for fitting out after completion of the main works.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4400	Neighbourhood Plan	1,000	659	490	1,149
<p>This allocation is to take the Plan prepared in previous years to its conclusion. Again, donations in kind' have underwritten some of the costs and running the referendum was paid for by the City Council but some costs remain. There is expected to be a slight overspend as a result.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4405	Retailers' Support	1,500	130	1,000	1,130
<p>This is a new budget heading intended to provide some support to local retailers as the country emerges from lockdown and also faces changes to shopping patterns. So far, most support given has been in the form of officer time towards reinvigorating the Harrow Road Business Association but it is anticipated when that is complete some direct expenditure will be incurred.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4410	Air Quality	500	126	0	126
<p>This is for the work in installing air pollution monitoring tubes across the area, having the samples analysed, and presentation the results. It is planned to have another round of measurements later in the year which will involve further expenditure but still within budget.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4420	Public & Community Arts	4,000	120	3,000	3,120
<p>The Working Group has been developing ideas and some work undertaken and expenditure incurred in November which is not yet showing in the accounts. It is anticipated that it will move closer to the budget by the end of the year although there may still be an underspend.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4999	Climate Emergency	1,000	11	980	981
<p>The Working Group has been meeting and continues to develop plans to meet the Council objectives, These are reported in detail elsewhere on the agenda.</p>					



## Detailed Receipts &amp; Payments by Budget Heading 02/11/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1010 Project Income	9,318	20,000	10,682			46.6%	
1076 Precept	166,277	166,269	(8)			100.0%	
<u>101 Staff costs</u>							
4100 Staff costs	(45,678)	(75,000)	29,322		29,322	60.9%	
4105 Training	(385)	(1,500)	1,115		1,115	25.7%	
<u>102 Administration</u>							
4101 Councillor allowances	(500)	(3,000)	2,500		2,500	16.7%	
4105 Training	0	(1,000)	1,000		1,000	0.0%	
4120 Insurance	(1,337)	(1,200)	(137)		(137)	111.5%	
4125 Office Rent	(10,000)	(10,000)	0		0	100.0%	
4126 Room Bookings	(190)	(1,000)	810		810	19.0%	
4127 Office maintenance/relocation	(43)	(500)	457		457	8.7%	
4128 Catering	0	(200)	200		200	0.0%	
4130 IT - hosting, computers, email	(2,002)	(7,500)	5,498		5,498	26.7%	
4132 Stationery & Materials	(609)	(500)	(109)		(109)	121.9%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(595)	(2,000)	1,405		1,405	29.7%	
4137 Subscriptions	(2,406)	(2,750)	344		344	87.5%	
4139 Travel expenses	0	(300)	300		300	0.0%	
4140 Professional fees	(164)	(1,000)	836		836	16.4%	
4142 Audit fees	(780)	(1,500)	720		720	52.0%	
4144 Bank charges	(48)	(100)	53		53	47.5%	
4150 Elections costs	0	(2,000)	2,000		2,000	0.0%	
<u>201 Communications</u>							
4110 Website	(1,335)	(2,500)	1,165		1,165	53.4%	
4200 Queens Park Voice	0	(4,000)	4,000		4,000	0.0%	
4236 Marketing	(529)	(500)	(29)		(29)	105.8%	
<u>301 Place</u>							
4300 Community Gardening	(8,188)	(17,500)	9,312		9,312	46.8%	
4301 Dog Strategy	(840)	(4,500)	3,660		3,660	18.7%	
4305 Park Development	0	(1,000)	1,000		1,000	0.0%	
4400 Neighbourhood Plan	(659)	(1,000)	341		341	65.9%	
4405 Retailers' Support	(130)	(1,500)	1,370		1,370	8.7%	
4410 Air Quality	(126)	(500)	374		374	25.2%	
4420 Public & Community Arts	(120)	(4,000)	3,880		3,880	3.0%	
4999 Climate Emergency	(11)	(1,000)	989		989	1.1%	
<u>401 Events</u>							
1410 Income Summer Festival	1,000	6,500	5,500			15.4%	

## Detailed Receipts &amp; Payments by Budget Heading 02/11/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1411 Income Fireworks	0	5,000	5,000			0.0%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
4201 Events Administration	(5,430)	(9,300)	3,870		3,870	58.4%	
4205 Winter Fair	(50)	(3,200)	3,150		3,150	1.6%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(16,943)	(13,500)	(3,443)		(3,443)	125.5%	
4220 Fireworks	0	(9,000)	9,000		9,000	0.0%	
<u>501 People</u>							
4107 Community engagement	(610)	(1,600)	990		990	38.2%	
4129 Volunteer Development	(356)	(1,600)	1,244		1,244	22.2%	
4425 Social Inclusion	0	(400)	400		400	0.0%	
4430 Children & Young People	(3,329)	(8,000)	4,671		4,671	41.6%	475
<u>601 Grants</u>							
4134 Community Grants	(7,000)	(25,000)	18,000		18,000	28.0%	7,000
4136 Pop Up Fund	(200)	(2,000)	1,800		1,800	10.0%	
4138 Special Grants	(25,000)	(25,000)	0		0	100.0%	
<u>999 VAT data</u>							
115 VAT refund	1,815	0	(1,815)			0.0%	
515 VAT on Payment	(1,830)	0	(1,830)		(1,830)	0.0%	
<b>Grand Totals:- Receipts</b>	<b>178,410</b>	<b>199,269</b>	<b>20,859</b>			<b>89.5%</b>	
<b>Payments</b>	<b>137,423</b>	<b>247,825</b>	<b>110,402</b>	<b>0</b>	<b>110,402</b>	<b>55.5%</b>	
<b>Net Receipts over Payments</b>	<b>40,987</b>	<b>(48,556)</b>	<b>(89,543)</b>				
plus Transfer From EMR	7,475						
<b>Movement to/(from) Gen Reserve</b>	<b>48,462</b>						

**Appendix: Budget Monitoring 2021/22**

									<b>Oct-21</b>
<b>100</b>	<b>Income</b>	<b>Target</b>	<b>Year to Date</b>	<b>Year to Come</b>	<b>Fore cast</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>	
1010	Project Income	20,000	9,318	12,941	22,259	- 2,259	111%	Budget to be met	
1076	Precept	166,269	166,277	-	166,277	- 8	100%	Budget to be met	
	<b>Total Income</b>	<b>186,269</b>	<b>175,595</b>	<b>12,941</b>	<b>188,536</b>	<b>- 2,267</b>	<b>101%</b>		
<b>101</b>	<b>Staff Costs</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>	
4100	Staff costs	75,000	45,678	27,632	73,310	1,690	98%	Budget to be met	
4105	Training	1,500	385	1,000	1,385	115	92%	Budget to be met	
	<b>Total Staff costs</b>	<b>76,500</b>	<b>46,063</b>	<b>28,632</b>	<b>74,695</b>	<b>1,805</b>	<b>98%</b>		
<b>102</b>	<b>Adminisrtation</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>	
4101	Councillor allowances	3,000	500	2,500	3,000	-	100%	Budget to be met	
4105	Training	1,000	-	1,000	1,000	-	100%	Budget to be met	
4120	Insurance	1,200	1,337	-	1,337	- 137	111%	Slight overspend	
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met	
4126	Room Bookings	1,000	190	800	990	10	99%	Budget to be met	
4127	Office maintenance/relocation	500	43	450	493	7	99%	Budget to be met	
4128	Catering	200	-	120	120	80	60%	Budget to be met	
4130	IT - hosting, computers, email	7,500	2,002	5,200	7,202	298	96%	Budget to be met	
4132	Stationery & Materials	500	609	-	609	- 109	122%	Purchases made to support activities	
4133	Chair's Allowance	75	-	75	75	-	100%	Budget to be met	
4135	Tel & post	2,000	595	1,445	2,040	- 40	102%	Budget to be met	
4137	Subscriptions	2,750	2,406	200	2,606	144	95%	Budget to be met	
4139	Travel expenses	300	-	-	-	300	0%	Budget to be met	
4140	Professional fees	1,000	164	-	164	836	16%	Possible underspend	
4142	Audit fees	1,500	780	800	1,580	- 80	105%	Budget to be met	
4144	Bank charges	100	48	43	91	10	91%	Budget to be met	
4150	Elections costs	2,000	-	2,000	2,000	-	100%	Budget to be met	
	<b>Total Administration</b>	<b>34,625</b>	<b>18,674</b>	<b>14,633</b>	<b>33,307</b>	<b>1,319</b>	<b>96%</b>		

<b>201</b>	<b>Communications</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4110	Website	2,500	1,335	900	2,235	265	89%	Budget to be met
4200	Queens Park Voice	4,000	-	2,910	2,910	1,090	73%	Budget to be met
4236	Marketing	500	529	-	529	- 29	106%	Budget to be met
	<b>Total Communications</b>	<b>7,000</b>	<b>1,864</b>	<b>3,810</b>	<b>5,674</b>	<b>1,326</b>	<b>81%</b>	
<b>301</b>	<b>Place Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4300	Community Gardening	17,500	8,188	8,860	17,048	452	97%	Budget to be met
4301	Dog Strategy	4,500	840	3,520	4,360	140	97%	Budget to be met
4305	Park Development	1,000	-	1,000	1,000	-	100%	Budget to be met
4400	Neighbourhood Plan	1,000	659	490	1,149	- 149	115%	Slight overspend on referendum
4405	Retailers' Support	1,500	130	1,000	1,130	370	75%	Budget to be met
4410	Air Quality	500	126	-	126	374	25%	Budget to be met
4420	Public & Community Arts	4,000	120	3,000	3,120	880	78%	Budget to be met
4999	Climate Emergency	1,000	11	980	991	9	99%	Budget to be met
	<b>Total Place Committee</b>	<b>31,000</b>	<b>10,074</b>	<b>41,074</b>	<b>51,148</b>	<b>- 20,148</b>	<b>165%</b>	
<b>401</b>	<b>Events</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1410	Income Summer Festival	6,500	1,000	9,968	10,968	- 4,468	169%	Ward budget application
1411	Income Fireworks	5,000	-	9,370	9,370	- 4,370	187%	As above
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	Possible shortfall
4201	Events Administration	9,300	5,430	3,870	9,300	-	100%	Budget to be met
4205	Winter Fair	3,200	50	3,150	3,200	-	100%	Budget to be met
4206	Winter Social	100	-	100	100	-	100%	Budget to be met
4210	Summer Festival	13,500	16,943	-	16,943	- 3,443	126%	Overspend, but also additional income
4220	Fireworks	9,000	-	9,000	9,000	-	100%	Budget to be met
	<b>Events Income</b>	<b>13,000</b>	<b>1,000</b>	<b>20,838</b>	<b>21,838</b>	<b>- 8,838</b>	<b>168%</b>	
	<b>Events Expenditure</b>	<b>35,100</b>	<b>22,423</b>	<b>16,120</b>	<b>38,543</b>	<b>- 3,443</b>	<b>110%</b>	

<b>501</b>	<b>People Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4107	Community engagement	1,600	610	1,050	1,660	- 60	104%	Budget to be met
4129	Volunteer Development	1,600	356	1,150	1,506	94	94%	Budget to be met
4425	Social Inclusion	400	-	300	300	100	75%	Budget to be met
4430	Children & Young People	8,475	3,329	4,200	7,529	946	89%	Budget to be met
	<b>Total People Committee</b>	<b>12,075</b>	<b>4,295</b>	<b>6,700</b>	<b>10,995</b>	<b>1,080</b>	<b>91%</b>	

<b>601</b>	<b>Grants</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4134	Community Grants	32,000	7,000	12,500	19,500	12,500	61%	Budget to be met
4136	Pop Up Fund	2,000	200	1,000	1,200	800	60%	Budget to be met
4138	Special Grants	25,000	25,000	-	25,000	-	100%	Budget to be met
	<b>Total Grants</b>	<b>59,000</b>	<b>32,200</b>	<b>13,500</b>	<b>45,700</b>	<b>13,300</b>	<b>77%</b>	

		<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>
<b>Grand Total Income</b>	199,269	178,410	33,779	210,374	- 11,105	106%
<b>Grand Total Expenditure</b>	255,300	137,423	124,469	260,062	- 4,762	102%

\* Find this file in Citrix under Finance/BUDGET

## **PL 31 – 21/22 Report from Contractors - HCGA**

### **Community Gardening Sessions**

We continue to have our dedicated volunteer team of 7 attending weekly sessions on Thursdays between 10am-1pm. The newest of our volunteers joined the team following a social prescribing referral from North Westminster Community Mental Health Hub in March 2021 at the end of lockdown. She has flourished over the last 8 months becoming a regular committed team member.

on 25th November a group of 4 trainee medics from Imperial College who are looking at the benefits of community physical activities.

As we move into winter, our active promotion of the sessions to encourage more volunteers will be focused on the post- Xmas and early spring periods.

### **Family activity session**

We delivered a nature-based family activity session to 15 children in the park during half term on 28 October between 2-4pm. This comprised an autumn wildlife and leaf scavenger hunt and planting crocus bulbs

### **Rose Garden**

The green manure sown in the orchard in September has germinated well and is working to keep down weeds and will add nutrients to the soil.

We continue to work on a range of tasks including weeding the flower beds and dividing plants. We plan to add additional nectar rich herbaceous perennials to the sunny border such as persicaria bistorta, salvias, achillea millefolia plus ferns and digital purpurea (foxgloves) to the shady woodland areas. We are collecting leaves in the Rose Garden to store and make leaf mould to use as a mulch and soil conditioner.

We continue to liaise effectively with Crissie Chambers (Canine Culture) and Nuno Reis (Westminster Environmental Officer) regarding dog issues in the Rose Garden and have noticed a reduction in both dog mess and dogs in the area over the last 2 months. We are currently awaiting permanent 'No Dogs' signage for the entrance area to reinforce the message/rule and remind park users.

We have asked Westminster Parks/Continental Landscapes to provide signage for the orchard area advising people not to feed the foxes. Plastic containers with meat/other food are being left in the area causing an increase in sightings of vermin in the park.

### **Ashmore Road planters**

An autumn maintenance of the 4 x planters was carried out on 14 October. The planters have established well over the last year and continue to be valued and enjoyed by residents. Some replacement plants and additional spring bulbs are to be added.

### **Corporate group work**

On 7 October we hosted a group of 10 corporate volunteers from Coca Cola who worked hard to carry out a range of necessary tasks across the site. These included turning the compost and sanding and oiling the wooden benches in the wildlife area, weeding the rose beds, planting spring bulbs in the Rose Garden. They finished the day by creating a scarecrow for the orchard from recycled materials.

### **Working with the Friends of QPG**

We supplied the Friends with a group of requested plants and spring bulbs for the park which were delivered in October and planted by the group in November 2021.

### **Rose Garden- respite for carers**

As we engage with users of the park/Rose Garden each week, we have become aware of an increasing number of domiciliary carers that have chosen to come to spend their break/rest times in the Rose Garden since the start of the pandemic. They have expressed how being in nature, in the attractive calm environment of the Rose Garden, has boosted their sense of well being and given them a welcome respite as they work with the challenges of Covid. In turn it has been very rewarding for our volunteers to work in the Rose Garden -aware of the value and therapeutic benefit the space is providing for one of our most vital key workers.

### **Other HCGA Programmes in the Area**

We are currently running a bi weekly walking for health programme which is funded by WAES. We attended the Environment event on 13th November where we were able to promote this alongside the garden volunteering opportunities.

HCGA AGM will be held on 12th January 2022 at 12-1pm.via zoom. All welcome

### **PL 31 – 21/22 Report from Contractors – Canine Culture**

Classes in October went well– as dog run is not privately booked public requests to use the run at the same time as the classes were accommodated.

There were eight follow ups on a one to one basis from the classes for additional advice and support.

Separately advised the household with big dog that doesn't like people. Gave them homework to work with dog but dog is not safe to be seen without household doing the homework with the dog.

Latest call from a new dog owner called for advice – dog purchased through social media, owner says dog is a nightmare, v aggressive and household has children in it. Follow up call booked.

Advice for household where the dog can canine dementia – found funding for vet's bill and end of life.

Professional dog walker from outside the area seen using the QP dog run. Reported to dog warden.

Requested with WCC for Bonnie to undertake microchipping course - it is a legal requirement for all dogs to be microchipped.

Several times a month have been carrying out patrols with Westminster City Inspector.

Rose garden – no dog poo and no dogs seen out since new signage and weekly patrols. Checked with Ulla from HCGA as well.

Dogs seen off the leash on the hill in QPG – now patrolling hill.

Checking streets – Oliphant Street and Peach Road, definitely 2 different dogs from the size of the mess. Signs being put up for no dumping and fine costs.

Letter drop planned for these streets before Christmas with bad mess, advising of increased fines, dropped bags of dog mess are covered under dumping, advice line open over Christmas time and warning of the fatal dangers of antifreeze to cats and dogs.

Bonnie continues to volunteer and is finishing her course in December. Concerns over household boarding dogs in the area, in contact with dog warden about this.

In late September a dog was attacked and consequently had to be put down. The Police investigated and Crissie advised a Dog Control Act to be put on the dog which meant it to be muzzled at all times. Police have actioned this.

WCC no longer funding poo bags, none left at Beethoven Centre. When poo bags are available free to residents and the street sweepers a decrease is seen in the amount of mess on the streets.

With new dogs at Christmas there will be puppy classes run from the end of January – 4 weeks of 10 spaces.



<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Planning Working Group Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle – Planning Working Group Coordinator		
<b>Date of Meeting</b>	1 December 2021	<b>Agenda Item</b>	PL 32 - 21/22

## 1 Summary

This report provides an update on the activity of the Planning Working Group and gives the Committee an opportunity to discuss any of the matters raised.

### Recommendations

It is recommended that the report be noted.

## 3 Background

- 3.1 The Council is a statutory consultee on all planning applications submitted within Queen's Park and is entitled to comment on these. Because of the tight turnaround times in July 2020 it delegated this activity to the Planning Working Group provided the comments are in line with existing policy as set out in the Neighbourhood Plan. (018 – 20/21)
- 3.2 The comments are publicly available on the planning database maintained by the City Council, and a schedule of those submitted or updated since the previous meeting of this Committee is attached as an appendix to this report. Those rows where the decision is outlined in red are updates to cases previously reported to the Committee.

## 4 Neighbourhood Plan

- 4.1 The Neighbourhood Plan was approved by residents in a local referendum on Thursday 21 October 2021 with 91% of those voting being in favour which indicates a successful campaign of "Your Community Your Decision". The Returning Officer from Westminster City Council said that the turnout of 9% was favourable given the demographics of the ward, the time of year and the pandemic.
- 4.2 The Plan was formally adopted by the Cabinet Member for Business, Licensing and Planning on 25 November 2021. This now forms part of the City Council's Statutory Development Plan and will be used alongside adopted policies in the London Plan and the City Plan to determine planning applications in Queen's Park.

## **5 Other Planning Matters**

- 5.1 Many planning applications are fairly routine, most being from individual residents wishing to upgrade or improve their homes, but occasionally one will have more significance so will be brought to the attention of the Committee. One of these is set out below
- 5.2 Much of the area is covered by an Article 4 direction which limits changes which can be made to the appearance of properties, including the replacement of the timber framed sash windows. For many years this prevented the installation of double glazing, and limited residents' ability to improve the thermal performance of the windows for either economic or environmental reasons.
- 5.3 In recent times, however, it has become practicable to incorporate double glazed units within timber frames which closely match the original windows and these are now being granted planning permission by the City Council. One example is "21/06972/FULL | Replacement of single glazed timber sash windows to the front elevation with new double-glazed hardwood sash windows painted white. | 253 Peach Road London W10 4DX" although there are other.
- 5.4 On behalf of Queen's Park Community Council the Planning Working Group will not object to proposals for replacement windows that follow good design principles but will continue to oppose clumsy designs which do not reflect the original designs or use uPVC for the main elements.

Ref No	Proposal	Summary	Decision
21/04611/FULL - 100 Fifth Avenue London W10 4DS	Erection of a loft conversion with associated installation of two rooflights to rear roof slope, erection of replacement rear infill extension with three new rooflights, alterations to rear fenestration, reinstatement of front boundary wall railings. Internal alterations including erection and demolition of partitions, installation of a WC under the existing staircase, removal of a chimney breast at first floor only, lowering of first floor ceiling and installation of stair to loft conversion. (Linked with 21/04612/LBC)	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/04612/LBC - 100 Fifth Avenue,London,W10 4DS	Erection of a loft conversion with associated installation of two rooflights to rear roof slope, erection of replacement rear infill extension with three new rooflights, alterations to rear fenestration, reinstatement of front boundary wall railings. Internal alterations including erection and demolition of partitions, installation of a WC under the existing staircase, removal of a chimney breast at first floor only, lowering of first floor ceiling and installation of stair to loft conversion. (Linked with 21/04611/FULL)	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/04731/FULL - 220 Fernhead Road,London,W9 3EJ	Variation of condition 1 of planning permission dated 05 May 2021 (RN: 21/01031/FULL) for the: Erection of a single storey rear extension at ground floor level, loft conversion including dormer and rooflights, provision of level access and landscape works to the gardens, and associated works. NAMELY, to allow an increase in floor space to the ground floor extension through the reduction in size of internal courtyard garden.	Queens Park Community Council has no objection to this application.	Permitted
21/04776/FULL - 201 Ashmore Road London W9 3DB	Installation of a rear dormer and two roof lights to the front roof slope to second floor flat.	Queens Park Community Council is unable to comment on this application as it has no idea whether nearby houses have similar dormers and roof lights. It would think that the roof lights are probably not very visible from the ground but the dormer window looks large and rather dominating.	Permitted
21/05082/FULL - Flat A,155 Bravington Road,London	Erection of a single storey side extension at ground floor level.	Queens Park Community Council is unable to comment on this application as it does not know whether there is similar development nearby. It would like to request that the new brickwork matches the old.	Still open 23/11/21
21/05103/FULL - 114 Bravington Road London W9 3AL	Erection of a single storey side extension. - 114 Bravington Road London W9 3AL	Queen's Park Community Council wish to object to this application. It would appear that the proposed extension is very high and we feel that it will be very domineering and not in keeping with the rest of the building and its neighbours.	Permitted

21/05304/FULL - 92 Portnall Road London W9 3BE	Extensions and alterations in connection with the conversion of single family dwelling house to 3 flats; including demolition of ground floor rear projection part upper projection and boundary wall, new full width ground floor extension with rooflights, first floor rear terrace with associated screen, Rear full width dormer roof extension (including raising the Party Walls), replacement of all windows, new bin and cycle stores with green roof to front garden.	Queen's Park Community Council wish to object to this application. We are not happy with the roof lights disturbing the run of tiles along the houses but if there several roofs with such lights and if they are barely visible from the road below then we are happy to withdraw our objection. Similarly The dormer window looks far too big and domineering, but if there are similar sized dormers nearby we would happily withdraw our objection. As regards the Terrace, its use for noisy parties etc could cause considerable disturbance to neighbours, but the screen might mitigate the noise so we are happy for Officers to decide.	Still open 23/11/21
21/05478/FULL - Ground Floor Flat 151 Portnall Road	Erection of a single storey wraparound extension at ground floor, layout alterations, and associated works.	Queen's Park Community Council wish to object to this application. We think that the proposed infill extension should be subservient to the main extension of the building unless that is not usual on similar extensions on Portnall Road. We are also concerned about loss of light to 149 Portnall Road.	Withdrawn
21/05486/FULL - 54 Kilburn Lane London W10 4AH	Installation of three new conservation rear rooflights and bricking up of rear first floor window. - 54 Kilburn Lane London W10 4AH	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/05501/FULL - Flat 2 17 Beethoven Street London W10 4LG	Variation of condition 1 of planning permission dated 8th March 2021 (RN 20/08269/FULL) for the insertion of 3 rooflights to the front roof and the construction of dormer to the rear roof and relocation of existing solar panels in connection with conversion of existing roof space into habitable accommodation. NAMELY, to reflect the use of a two panel door in lieu of 4 panel door; the installation of frames glass Juliet balustrade and the use of hanging slate to the dormer cheeks in lieu of standing seam lead. - Flat 2 17 Beethoven Street London W10 4LG	Queen's Park Community Council wish to object to this application. There seems to be no information about the application apart from some unidentifiable photos and one page of drawings with no description whatsoever.	Refused.
21/05537/FULL   R	30A Portnall Road London W9 3BD	Queens Park Community Council has no objection to this application.	Permitted

21/05565/COFUL   Received: Thu 12 Aug 2021   Validated: Thu 12 Aug 2021   Status: Pending Consideration	Variation of condition 1 of planning permission dated 16 December 2014 (RN:13/12250/COFUL) for the: Demolition of all existing buildings on site and redevelopment to provide a terrace of 20 townhouses fronting Caird Street, two buildings (one on corner of Caird Street and Third Avenue and the other on corner of Lancefield Street and Bruckner Street) accommodating 64 apartments (of which 12 are affordable) and a 772m2 (Class D1/D2) community sports and community centre, with associated car parking, cycle parking, private and communal amenity space and landscaping. (Site includes 2-6 Caird Street, 17-23 Bruckner Street and 1-3 Lancefield Street) (Application linked to redevelopment of Moberly Sports Centre in London Borough of Brent). NAMELY, to allow the installation of Air Source Heat Pump (ASHP) system with screening on Block A for servicing the sports hall. - Jubilee Sports Centre Caird Street London W10 4RR	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/05597/TCA - 27 First Avenue London W10 4NR	Back garden - we propose to get rid of the whole tree as its obstructing and causing harm to two houses. - 27 First Avenue London W10 4NR	Queen's Park Community Council wish to object to this application. We think that further evidence that the tree needs to be removed should be requested, preferably from a tree surgeon appointed by the Council or the Housing Association.	No objections.
21/05924/FULL - 19 Fifth Avenue London W10 4DL	Erection of a side infill extension with rooflights and rear glazing. - 19 Fifth Avenue London W10 4DL	Queens Park Community Council has no objection to this application.	Permitted
21/05982/FULL	Erection of a rear extension and alteration of dwelling. - 610 Harrow Road London	Queens Park Community Council has no objection to this application.	Permitted.
21/06013/FULL - 321 Shirland Road,London,W9 3JJ	Construction of ground floor side extension with a terrace above; creation of a terrace at roof level and rear dormer in connection with loft conversion; installation of bike and bin store to front garden; all in connection with the use of the site as 3 self-contained flats (Class C3).	Queens Park Community Council has no objection to this application.	Refused.
21/06475/FULL - 217-221 Harrow Road,London,W2 5EH	Demolition of the existing building to redevelop the site to provide a part-20 storey and part-9 storey mixed use building comprising residential (Class C3), a commercial unit (Class E), homeless accommodation and facilities (Sui Generis) and associated move-on units (Class C3), alongside parking, landscaping, public realm and other associated works	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/06667/FULL - Flat 3 ,118 Bravington Road,London	The construction of a dormer extension in the rear roof slope with the insertion of 3 rooflights in the front roof slope, and the formation of a roof terrace above the rear outrigger with access door. - Flat 3 118 Bravington Road London W9 3AL	Queen's Park Community Council wish to object to this application. We are not happy with the dormer on the roof and the various skylights. If officers are happy that these are not going to create precedents and are not too big then we are happy to withdraw our objection.	Refused.
21/06769/FULL - 27 Second Avenue London W10 4RN	Conversion of loft space into habitable room and installation of rooflights to roof, Alterations to rear ground floor with full width openable doors. - 27 Second Avenue London W10 4RN	Queens Park Community Council has no objection to this application.	Permitted
21/06794/FULL - 94 Kilburn Lane London W10 4AH	Erection of a rear side infill extension at ground floor level. - 94 Kilburn Lane London W10 4AH	Queens Park Community Council has no objection to this application.	permitted

21/06853/COFUL - Complex Support Needs Service 131 Droop Street London W10 4DB	Installation of Air Source Heat Pump and associated plant located externally, on the ground floor of the property adjacent to Droop Street. - Complex Support Needs Service 131 Droop Street London W10 4DB	Queens Park Community Council has no objection to this application.	Permitted
21/06887/FULL - RB Building 557 Harrow Road London W10 4RH	External refurbishment of the site comprising the erection of a new buggy and waste storage, erection of a pergola to the rear of the site, new step-free access, rear fire staircase, and amendments to the fenestration and external doors to enable the use of the site. (Linked with 21/06888/LBC) - RB Building 557 Harrow Road London W10 4RH	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/06888/LBC - RB Building 557 Harrow Road London W10 4RH	Internal and External works at the site, comprising the replacement of internal modern partition walls and rearrangement of internal spaces, the erection of a new buggy and waste storage, new step-free access, rear fire staircase, and amendments to the fenestration and external doors to enable the use of the site. (Linked with 21/06887/FULL) - RB Building 557 Harrow Road London W10 4RH		Still open 23/11/21
21/06941/FULL - Ground Floor 185 Bravington Road	Erection of a rear mansard extension with 2no skylights to front elevation in association with the top floor flat (C). - 166C Bravington Road London W9 3AP	Queen's Park Community Council wish to object to this application. We do not understand the connection between the proposed plans for the loft and the proposed elevations. It looks to us as if they refer to different buildings. If there has to be an extension on the roof we consider only a centrally placed dormer should be permitted and only if there are others nearby. We think that the skylights on the front roof should only be allowed if there are others nearby or if they are invisible from the street. With regard to materials, it is noted that within the application form it states timber/upvc. It is noted that timber sliding sash windows would be preferred and if the application was being recommended favourably this detail <u>would have been sought</u> .	Still open 23/11/21
21/06972/FULL	Replacement of single glazed timber sash windows to the front elevation with new double glazed hardwood sash windows painted white. - 253 Peach Road London W10 4DX	Queens Park Community Council has no objection to this application on the basis that Officers are happy with the technical aspects of the windows in the sense of thickness of the glass and space between the panes.	Permitted
21/06974/TPO - St Johns Church Kilburn Lane London W10 4AA	London Plane trees T1, T2 & T3 - reduce the crowns of the trees back to the most recent points of reduction(3-4 metres) Reason: Proximity to the church roof and cyclical maintenance of previously reduced tree crowns. - St Johns Church Kilburn Lane London W10 4AA		Permitted
21/07211/FULL - 220 fernhead Road London W9 3EJ	Conversion of a dwelling house to three flats.	Queens Park Community Council has no objection to this application.	Still open 23/11/21

21/07234/FULL	Replacement windows to front and rear elevations. - 28 Lothrop Street London W10 4JB	Queen's Park Community Council wish to object to this application. The application form quotes in Paragraph 14 that the Description of proposed materials and finishes: is to be white - UPVC double glazed units to closely match in appearance and style. This is totally unacceptable but we believe that it is a mistake as some of the papers quote the materials as wood. If this is so, then we are happy so long as Officers are satisfied that the design as as close to the original as is possible, allowing for the double glazing.	Still open 23/11/21
21/07259/P3JPA - Clifford House 131 Droop Street London W10 4DB	Notification of prior approval for the installation of 452.34 m2 roof mounted photovoltaics associated infrastructure under Schedule 2, Part 14 (Renewable Energy), Class J of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). - Clifford House 131 Droop Street London W10 4DB	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/07343/FULL	Erection of a rear side infill extension at ground floor level. Remove existing ground floor window and install double door. Installation of two conservation roof lights to the rear roof slope. - 69 Marne Street London W10 4JF	Queens Park Community Council has no objection to this application.	Still open 23/11/21
21/07443/FULL - 52 Marne Street London W10 4JF	Installation of replacement timber sash windows to front elevation.	Queen's Park Community Council wish to object to this application. The application form quotes in Paragraph 14 that the Description of proposed materials and finishes: is to be white - UPVC double glazed units to closely match in appearance and style. This is totally unacceptable but we believe that it is a mistake as some of the papers quote the materials as wood. If this is so, then we are happy so long as Officers are satisfied that the design as as close to the original as is possible, allowing for the double glazing.	Still open 23/11/21
21/07444/FULL - 73 Marne Street London W10 4JF	Installation of replacement windows at front elevation.	Queen's Park Community Council wish to object to this application. The application form quotes in Paragraph 14 that the Description of proposed materials and finishes: is to be white - UPVC double glazed units to closely match in appearance and style. This is totally unacceptable but we believe that it is a mistake as some of the papers quote the materials as wood. If this is so, then we are happy so long as Officers are satisfied that the design as as close to the original as is possible, allowing for the double glazing.	Still open 23/11/21

<p>21/07484/FULL - 289 Shirland Road London W9 3JW</p>	<p>Erection of a summer house at rear garden for use as office and a gym.</p>	<p>Queen's Park Community Council wish to object to this application. We support the neighbour comment on the web site as follows:- Works on this property (main house) have been underway for over a year with limited consideration for neighbours. The new structure has been already raised and rightfully stopped. It represents corner to corner overdevelopment which leaves no green space. The structure is taller than all neighbouring walls and would be approximately double the size of any existing shed in the community. Furthermore, given that all garden soil and greenery have been eradicated; the floor is now all concrete - and to be decked, this development represents a significant loss of green garden area. In addition, We comment further that there seem to be no mention of the extremely high wall at the back of the new structure and we question the roof of the structure and whether fibreglass is sustainable or should a green roof be installed?</p>	<p>Still open 23/11/21</p>
<p>21/07509/FULL - 69 Oliphant Street London W10 4ED</p>	<p>Erection of a single storey glazed infill addition to the rear, the replacement of the front and rear windows with traditional sash windows, the removal of the front boundary and its replacement with a low dwarf wall and traditional railing detail and the provision of 3no. rooflights to the main roofslope at the rear and 1no. rooflight to the side roofslope of the existing closet wing.</p>	<p>Queens Park Community Council has no objection to this application on the basis that the height of the extension is no greater than 2.5 metres.</p>	<p>Still open 23/11/21</p>



<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Climate Emergency Working Group Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Millie Kent, Project Officer – Climate Emergency Working Group Coordinator		
<b>Date of Meeting</b>	01 December 2021	<b>Agenda Item</b>	PL 34 - 21/22

## 1 Summary

This report sets out the current position of a number of projects being worked on by the working group.

## 2 Recommendations

It is recommended that the report be noted.

## 3 Background

3.1 The Climate Emergency Working Group was set up in response to the council's declaration to become a net zero council by May 2022.

3.2 Since then the council has also pledged to become a net zero ward by 2040. This represents an 11% decrease in emissions per year.

3.3 The working group exists to ensure the council and ward are on track to reach these targets and pursue projects which contribute to these goals.

3.4 An environmental audit was completed on the work of the council in February 2021. It gave an estimated emissions total of 4.17 tonnes of CO2 equivalents.

3.5 The working group last met on the 14<sup>th</sup> of September and plans to meet again in the new year.

## 4 Environmental Audit

4.1 A2Dominion provided the electricity and gas consumption for the 2019/20 tax year.

4.2 The audit was updated to reflect the actual consumption and is included in the papers for reference.

4.3 The updated calculations gave an emissions total of 0.76 tonnes of CO2 equivalents. This is less than 25% of the initial estimation and offsetting this amount by May 2022 is feasible.

## **5 Neighbourhood Plan**

- 4.1 The Neighbourhood Plan was successful at referendum in October meaning the council's commitment to addressing the climate emergency is now part of Westminster's statutory development plan.
- 4.2 The Plan set out policies to safeguard the environment of Queen's Park such as: protecting community food growing spaces, ensuring new developments are designed sustainably, improving cycle infrastructure and minimising the loss of residential gardens.

## **5 Carbon Offset Funding**

- 5.1 A bid for funding from Westminster's Carbon Offset Fund was submitted to cover the costs of a 12-month project in Queen's Park kickstarting our journey to becoming a net-zero ward by 2040.
- 5.2 The funding would cover:
  - Staff-costs for a dedicated climate emergency officer (2 days per week).
  - The development of a 'Net-Zero Queen's Park' report, including resident engagement and consultation, baseline emissions calculations and recommendations for decarbonisation of the ward.
  - A match-funding pot which could then be used to launch projects in the ward.
- 5.3 The CIL committee met in early November and were recommended to defer a decision until after consultation was undertaken with WCC officers to correct some issues with the bid.
- 5.4 This was in spite of QPCC officers having previously met with WCC officers to ensure the bid was accurate.
- 5.5 QPCC officers are in talks with WCC to discuss the bid and are ensure that with suggested adjustments the bid will be approved at the February meeting of the CIL committee.

## **6 TNL Together For Planet Funding**

- 6.1 A bid has been submitted to the National Lottery's 'Together For Planet' funding pot.
- 6.2 Funding would be used to fund a three-month period of events and workshops in the local area focused on engaging residents on the climate emergency. It would cover officer time and other costs
- 6.3 A decision will be made in the new year and the project would start in March 2022 should funding be granted.

## **7 Events**

- 7.1 A successful litter pick took place on the 25<sup>th</sup> of September followed by a community lunch to tie in with the Climate Coalition's Great Green Week from 18<sup>th</sup> to 26<sup>th</sup> of September.

Veolia provided litter pickers and bin hoops. 35 bags of litter were taken from the streets showing more needs to be done to combat litter in the area.

The next litter pick is planned for 10am to 12noon on the 4<sup>th</sup> of December ahead of the winter festival.

- 7.2 Officers worked with Veolia and Queen's Park Primary to organise a litter pick with all students in years 3 to 6 on the 18<sup>th</sup> of November. The students have now started work on a "No More Littering" campaign which will include posters that will be put up around the area.
- 7.3 Members of the working group attended Westminster's Climate Focus Action Group on the 22<sup>nd</sup> of September to represent the views and vision of the council. Members expressed concern at the lack of funding available
- 7.4 The working group hosted a stand at WCC's Climate Action Day on the 13<sup>th</sup> of November. The event was well attended by other local partners including Green Doctors, Green Westbourne and WCC's Climate Emergency Team.

## **8 Domestic Retrofit**

- 8.1 Officers met with colleagues from WCC, Morgan Sindall as well as Cllr Patricia McAllister to discuss the plan for domestic retrofit of the socially rented in Westminster's portfolio.
- 8.2 This meeting was arranged following concerning reports that residents had been doorstepped by contractors arriving to undertake domestic retrofit without any prior consultation.
- 8.3 WCC accepted responsibility for the lack of consultation and asked QPCC for help to improve this going forwards.
- 8.4 As of March 2022 all tenants in WCC owned properties of EPC rating D or below will be offered a number of retrofit options regardless of household income.
- 8.5 Officers are planning an information session and open meeting in the new year for residents to attend in order to have their questions answered and improve the percentage uptake.
- 8.6 Energy saving measures will not only minimise household emissions but also help alleviate fuel poverty for residents.

## **9 Community Energy**

- 9.1 Officers met with A2Dominion's Head of Energy to discuss the Beethoven Centre as a sight for community solar power.
- 9.2 A2Dominion are keen to partner on this project and have agreed to speak to their contractors about commissioning a feasibility report for the roof of Beethoven Centre and the surrounding properties.
- 9.3 Officers are also continuing to speak to local partners to identify other potential sites for community energy projects.

## **10 Other Projects**

- 10.1 The working group will continue to submit a page for subsequent issues of The Queen's Park Voice which will focus on energy saving tips and how residents can get involved in our response to the climate emergency.
- 10.1 The working group intends to continue its work with local schools and youth groups to engage local young people in their plans.
- 10.2 A local resident living in the conservation area has started their own personal project of making their house an example of how to maximise energy efficiency and get as close to PassivHaus standard as possible.

The working group will publish an article detailing their actions in order to help other residents.

- 10.3 A dedicated Climate Emergency page is in the works for the website. We are awaiting confirmation from the designer.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Director, Shuwanna Aaron, Community Development Officer, Liz Thorpe-Tracey, Projects and Events' Coordinator, Millie Kent, Project Officer		
Date of Meeting	1 December 2021	Agenda Item	PL 36 – 21/22

## 1 Summary

This report sets out some of the activity undertaken by Officers since the last meeting and activities proposed for the next few months through the winter.

## 2 Recommendations

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

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

<b>Neighbourhood Plan</b>
After a successful referendum result with 91.4% of residents voting in favour of the Neighbourhood Plan it has now been made by Westminster City Council. The Plan protects local green spaces and food growing areas, commits to dealing with the climate emergency, ensures new developments are designed sustainably, improves cycle infrastructure and minimises the loss of residential gardens.
<b>Water Fountain in Queen's Park Gardens</b>
The installation of the fountain was finished in October and part paid for using Queen's Park Community Infrastructure Levy (CIL). Feedback from park users has been positive and the Friends of Queen's Park Gardens volunteers are happy that the planting next to the railing was not disturbed when the trench was dug. The grass seed has germinated to cover some of the bare ground laid over the trench.
<b>Harrow Road Open Space</b>
The Director has attended the steering group meetings and working groups meetings and commented on the plans made. An additional step has now been included of the requirement for planning permission. This will be submitted in December after public consultation.
<b>Community Clean Up</b>
September saw a community clean up to coincide with the Climate Coalition's Great Big Green Week. 35 bags of rubbish and recycling were cleared by volunteers from the green spaces and streets of Queen's Park. A community lunch was held afterwards for residents to enjoy lunch and the referendum campaign was launched. In November a litter pick was held in partnership with Veolia and a local primary

school, Queen's Park Primary. Children from years 3-6 participated and are designing posters to deter littering.

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

##### **Harrow Road Open Space**

Consultation on the plans will take place at the winter festival on Saturday 4<sup>th</sup> December to ensure families', and in particular children's input, is taken into consideration. The Working Group has put forward suggestions for a renaming which will be discussed at the next meeting. Works are expected to be undertaken in 2022 to improve the space.

##### **Climate Emergency**

We await results from the deferred Carbon Offset bid and the National Lottery Together For Planet Funding to fund the carbon wide audit and further project work of events and activities to help residents reduce their emissions.

##### **Community Clean Ups**

The next Community Clean Up is on Saturday 4<sup>th</sup> December. This is to ensure the park is at its best for the winter festival later that day. There will be a winter social to thank volunteers who have helped at Community Clean Ups on Wednesday 15 December. The first Community Clean up for 2022 is booked for Saturday 12<sup>th</sup> February. This is the first Saturday of half term so will ensure the open spaces of the ward are at their cleanest to be enjoyed during half term.

##### **Queen's Park Hut**

The contractor has measured for the door and we have been promised installation in January to ensure the premise becomes fully accessible.



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To all Members of the Place Committee (Cllrs. S Rustin (Chair), R Lancashire (Vice-chair) L Barson, R Dalton, G Fitzhugh, J McArdle, E Sweeney, and S Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **Place Committee**  
to be held in the Beethoven Centre at 6pm  
on Wednesday 23 February 2022

Lucie Prior, Director

18 February 2022

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### AGENDA

- PL 37 21/22** **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PL 38 21/22** **Declarations of interest** - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PL 39 21/22** **Minutes of the previous meetings** – to consider for approval the minutes of the Place Committee Meetings held on 1 December 2021 for confirmation and signing as a correct record.
- PL 40 21/22** **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).*
- PL 41 21/22** **Financial Report** - to receive a report of current financial position.
- PL 42 21/22** **Reports from contractors** – to receive verbal updates from contractors.
- PL 43 21/22** **Planning Working Group** – to receive a report from the Planning Working Group.
- PL 44 21/22** **Harrow Road Open Space** – to receive an update on the plans and decide how a formal approval is to be obtained.
- PL 45 21/22** **Environmental Policy** – to review the draft environmental policy.
- PL 46 21/22** **BT Garden** – to receive a report on the project.
- PL 47 21/22** **Working Groups** – to receive verbal reports from the Air Quality; Public & Community Arts; and Climate Emergency Working Groups.
- PL 48 21/22** **Chair's Report**
- PL 49 21/22** **Officers' Report** - to receive a report from the Officers.

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held in the Beethoven Centre  
at 6 pm  
on Wednesday 1 December 2021

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**Present:** Councillors Susanna Rustin (Chair), Ray Lancashire (Vice Chair), Ryan Dalton and John McArdle

**Also present:** Lucie Prior, Director; Shuwanna Aaron, Community Development Officer; Millie Kent, Project Officer; Chrissie Chambers, Canine Culture; Cathy Maund, Hammersmith Community Gardens Association (HCGA).

**PL 25-21/22 Apologies for absence** – Councillors Leslie Barson, Gill Fitzhugh and Emma Sweeney; and Liz Thorpe-Tracey, Events Officer; Simon Walton, volunteer.

**PL 26-21/22 Declarations of interest** – None made.

**PL 27-21/22 Minutes of the previous meeting** –

**RESOLVED THAT**, the minutes were APPROVED as a correct record and signed by Cllr. Rustin.

**PL 28-21/22 Public session** – A resident had written in to ask whether QPCC could pay for rat traps to be installed over the drains as rats were proving a nuisance in the gardens of properties on The Avenues Estate.

**RESOLVED THAT** QPCC would not pay for households to have rat covers installed on homes as this should be the responsibility of the homeowner or landlord of the property to cover the cost.

Crissie Chambers raised that there had been a car travelling at high speed on Sunday night along Nutbourne Street that had consequently collided with another car. She was concerned that Nutbourne Street has no bumps and therefore speedy can occur.

**RESOLVED THAT** due to Nutbourne Street being an emergency access road for the estate it would not be appropriate to request traffic calming measures on this street.

**PL 29-21/22 Queen's Park Dog Run** – The Director gave a verbal update on the dog run, stating that WCC are due to move the bench from the trial location in the middle of the run back to the original position.

**RESOLVED THAT** the report be NOTED

**PL 30-21/22 Financial Report** – The Director gave a report on behalf of the RFO. No significant changes were reported.

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

**PL 31-21/22 Reports from contractors** –

Cathy Maund from HCGA gave a report that covered community gardening in the park, family activities, the planters on Ashmore Road, corporate volunteering and other programmes in the area such as the health walks.

Chrissie Chambers from Canine Culture gave a report on dog related activities. There is a dog social and advice session for owners to be held in the dog run on Sunday 12 December. Posters are up around the neighbourhood. Volunteer Bonnie has now achieved all certificates for her dog handling qualification.

**RESOLVED THAT** both reports be NOTED.



**PL 32-21/22 Planning Working Group**

The coordinator of the Planning Working Group had circulated a report on the Council's response to planning applications within Queen's Park.

**RESOLVED THAT** the report be NOTED

**PL 33-21/22 Harrow Road Open Space**

The Director gave a report on the space stating that the plans released by WCC now included six permanent mooring. There will be consultation with residents at the Winter Fair in December and a change of name is being canvassed.

**RESOLVED THAT** the Director would respond to the project team with the committee's concerns about permanent moorings, the names for the rejuvenated space put forward within the meeting and corrections on the illustration to show the canal boats moored up.

**PL 34-21/22 Working Groups – Air Quality.** Councillor Lancashire gave a report on the Citizen Science air quality monitoring. It was particularly concerning that indoor pollution was showing the same levels of NOx as on the roadside of quiet residential streets. The lowest levels of NOx were found in the park. Comparing this year and the same time last year NOx levels are 30% down.

A report had been circulated about the work to address the climate emergency. The report covered climate emergency events and activities. With the Neighbourhood Plan adopted the commitment to becoming a net zero ward is now part of Westminster's statutory development plan.

Public and Community Arts. Cllr Fitzhugh stated she wished to step down as the co-ordinator of the group.

**RESOLVED THAT** the reports be NOTED

**RESOLVED THAT** Shuwanna Aaron, Community Development Officer would be the appointed the coordinator of the Public and Community Arts Working Group.

**PL 35-21/22 Chair's Report** – The Chair gave a saying how she was pleased with the amount of work being done to improve the area's open spaces, on the climate emergency and the Neighbourhood Plan.

**RESOLVED THAT** the report be NOTED

**PL 36-21/22 Officers' report** – The Director had circulated a report on activities undertaken by Officers since the last meeting and plans for the winter period.

**RESOLVED THAT** the report be NOTED

*The meeting concluded at 7.50pm*

Signed by.....  
Date.....

Cllr. Susanna Rustin (Chair of Place Committee)

Minute Ref: PL 39 – 21/22

<b>Report To:</b>	Queen's Park Community Council – Place 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>	23 February 2022	<b>Agenda</b>	PL 41 21/22

## 1 Summary

This report sets out current position across a number of cost centres, together with the overall expectation for the current financial year.

## 2 Recommendations

It is recommended that the report be noted.

## 3 Background

- 3.1 The overall budget for 2021/22 was set by the Council on 20 January 2021 (050 – 20/21) when it allocated funds to a number of cost centres, each designated to deliver some activity or meet an anticipated expenditure. These can only be altered by the Council, so not changes are proposed here.
- 3.2 Summaries of expenditure to date and performance against that budget for the whole council are attached as an appendix, and details of those cost centres allocated to this Committee are provided below, with a commentary on each item.

## 4 Financial Commentary by Cost Centre

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4300	Community Gardening	17,500	12,755	4,430	17,185
This is a well-established cost centre and the bulk of the expenditure is the contract with HCGA. From 2020/21 the scope of that contract was extended to include support for volunteer activity, including Friends of Queen's Park Gardens, and that approach has worked well.					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4301	Dog Strategy	4,500	2,070	1,100	3,170
<p>This is a well-established cost centre with the expenditure being the contract with Canine Culture. The contract provides for regular patrols of the area, and for organised trading sessions for dogs and their human companions. It is expected that expenditure at the end of the year will be near the budget.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4305	Park Development	1,000			
<p>This was primarily for work on the park hut. Most of it is covered by 'donations in kind' but the available funding was to be used for fitting out after completion of the main works. It is unlikely to be spent this year but provision of £500 has been made for 2022/23</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4400	Neighbourhood Plan	1,000	1,044	-	1,044
<p>This allocation is to take the Plan prepared in previous years to its conclusion. Again, donations in kind' have underwritten some of the costs and running the referendum was paid for by the City Council but some costs remain. There is expected to be a slight overspend as a result.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4405	Retailers' Support	1,500	130	-	130
<p>This is a new budget heading intended to provide some support to local retailers as the country emerges from lockdown and also faces changes to shopping patterns. So far, most support given has been in the form of officer time towards reinvigorating the Harrow Road Business.</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4410	Air Quality	500	256	-	256
<p>This is for the work in installing air pollution monitoring tubes across the area, having the samples analysed, and presentation the results</p>					

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4420	Public & Community Arts	4,000	805	-	805

The Working Group has been developing ideas and some work undertaken. It is anticipated that there will be an underspend.

<b>Code</b>	<b>Cost Centre</b>	<b>Budget 2021/22</b>	<b>Year to date</b>	<b>Year to Come</b>	<b>Forecast Outturn</b>
4999	Climate Emergency	1,000	11	500	511

The Working Group has been meeting and continues to develop plans to meet the Council objectives, these are reported in detail elsewhere on the agenda.

## Detailed Receipts &amp; Payments by Budget Heading 01/02/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1010 Project Income	9,318	20,000	10,682			46.6%	
1076 Precept	166,277	166,269	(8)			100.0%	
<u>101</u> <u>Staff costs</u>							
4100 Staff costs	(67,608)	(75,000)	7,392		7,392	90.1%	
4105 Training	(385)	(1,500)	1,115		1,115	25.7%	
<u>102</u> <u>Administration</u>							
4101 Councillor allowances	(1,250)	(3,000)	1,750		1,750	41.7%	
4105 Training	0	(1,000)	1,000		1,000	0.0%	
4120 Insurance	(1,337)	(1,200)	(137)		(137)	111.5%	
4125 Office Rent	(10,000)	(10,000)	0		0	100.0%	
4126 Room Bookings	(760)	(1,000)	240		240	76.0%	
4127 Office maintenance/relocation	(43)	(500)	457		457	8.7%	
4128 Catering	(59)	(200)	141		141	29.3%	
4130 IT - hosting, computers, email	(2,956)	(7,500)	4,544		4,544	39.4%	
4132 Stationery & Materials	(669)	(500)	(169)		(169)	133.9%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(894)	(2,000)	1,106		1,106	44.7%	
4137 Subscriptions	(2,406)	(2,750)	344		344	87.5%	
4139 Travel expenses	0	(300)	300		300	0.0%	
4140 Professional fees	(164)	(1,000)	836		836	16.4%	
4142 Audit fees	(1,042)	(1,500)	458		458	69.5%	
4144 Bank charges	(73)	(100)	27		27	73.0%	
4150 Elections costs	0	(2,000)	2,000		2,000	0.0%	
<u>201</u> <u>Communications</u>							
4110 Website	(1,335)	(2,500)	1,165		1,165	53.4%	
4200 Queens Park Voice	(1,787)	(4,000)	2,213		2,213	44.7%	
4236 Marketing	(529)	(500)	(29)		(29)	105.8%	
<u>301</u> <u>Place</u>							
4300 Community Gardening	(12,755)	(17,500)	4,745		4,745	72.9%	
4301 Dog Strategy	(2,070)	(4,500)	2,430		2,430	46.0%	
4305 Park Development	0	(1,000)	1,000		1,000	0.0%	
4400 Neighbourhood Plan	(1,044)	(1,000)	(44)		(44)	104.4%	
4405 Retailers' Support	(130)	(1,500)	1,370		1,370	8.7%	
4410 Air Quality	(256)	(500)	244		244	51.2%	
4420 Public & Community Arts	(805)	(4,000)	3,195		3,195	20.1%	
4999 Climate Emergency	(11)	(1,000)	989		989	1.1%	
<u>401</u> <u>Events</u>							
1410 Income Summer Festival	1,000	6,500	5,500			15.4%	

## Detailed Receipts &amp; Payments by Budget Heading 01/02/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1411 Income Fireworks	512	5,000	4,488			10.2%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
4201 Events Administration	(8,550)	(9,300)	750		750	91.9%	
4205 Winter Fair	(400)	(3,200)	2,800		2,800	12.5%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(16,943)	(13,500)	(3,443)		(3,443)	125.5%	
4220 Fireworks	(9,756)	(9,000)	(756)		(756)	108.4%	
<u>501 People</u>							
4107 Community engagement	(1,626)	(1,600)	(26)		(26)	101.6%	
4129 Volunteer Development	(356)	(1,600)	1,244		1,244	22.2%	
4425 Social Inclusion	0	(400)	400		400	0.0%	
4430 Children & Young People	(3,570)	(8,000)	4,430		4,430	44.6%	692
<u>601 Grants</u>							
4134 Community Grants	(17,500)	(25,000)	7,500		7,500	70.0%	7,000
4136 Pop Up Fund	(200)	(2,000)	1,800		1,800	10.0%	
4138 Special Grants	(25,000)	(25,000)	0		0	100.0%	
<u>999 VAT data</u>							
115 VAT refund	1,815	0	(1,815)			0.0%	
515 VAT on Payment	(3,910)	0	(3,910)		(3,910)	0.0%	
<b>Grand Totals:- Receipts</b>	<b>178,923</b>	<b>199,269</b>	<b>20,346</b>			<b>89.8%</b>	
<b>Payments</b>	<b>198,180</b>	<b>247,825</b>	<b>49,645</b>	<b>0</b>	<b>49,645</b>	<b>80.0%</b>	
<b>Net Receipts over Payments</b>	<b>(19,257)</b>	<b>(48,556)</b>	<b>(29,299)</b>				
plus Transfer From EMR	7,692						
<b>Movement to/(from) Gen Reserve</b>	<b>(11,565)</b>						

**Appendix: Budget Monitoring 2021/22**
**Jan-22**

<b>100</b>	<b>Income</b>	<b>Target</b>	<b>Year to Date</b>	<b>Year to Come</b>	<b>Fore cast</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1010	Project Income	20,000	9,318	10,000	19,318	682	97%	External funding bids are being processed so it is expected that the budget will be met
1076	Precept	166,269	166,277	-	166,277	- 8	100%	Budget to be met
	<b>Total Income</b>	<b>186,269</b>	<b>175,595</b>	<b>10,000</b>	<b>185,595</b>	<b>674</b>	<b>100%</b>	

<b>101</b>	<b>Staff Costs</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4100	Staff costs	75,000	67,608	7,638	75,246	- 246	100%	Slight overspend
4105	Training	1,500	385	750	1,135	365	76%	Slight underspend
	<b>Total Staff costs</b>	<b>76,500</b>	<b>67,993</b>	<b>8,388</b>	<b>76,381</b>	<b>119</b>	<b>100%</b>	

<b>102</b>	<b>Adminisrtation</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4101	Councillor allowances	3,000	1,250	1,500	2,750	250	92%	Slight underspend
4105	Training	1,000	-	-	-	1,000	0%	Underspend through lack of activity
4120	Insurance	1,200	1,337	-	1,337	- 137	111%	Slight overspend
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,000	760	475	1,235	- 235	124%	The need to use larger rooms has led to a slight overspend
4127	Office maintenance/ relocation	500	43	-	43	457	9%	Budget to be met
4128	Catering	200	59	100	159	41	80%	Slight overspend
4130	IT - hosting, computers, email	7,500	2,956	2,000	4,956	2,544	66%	Slight underspend

4132	Stationery & Materials	500	669	75	744	-	244	149%	Purchases made to support activities
4133	Chair's Allowance	75	-	-	-		75	0%	Budget to be met
4135	Tel & post	2,000	894	1,030	1,924		76	96%	Budget to be met
4137	Subscriptions	2,750	2,406	520	2,926	-	176	106%	Slight overspend
4139	Travel expenses	300	-	-	-		300	0%	Budget to be met
4140	Professional fees	1,000	164	-	164		836	16%	Possible underspend
4142	Audit fees	1,500	1,042	-	1,042		458	69%	Budget to be met
4144	Bank charges	100	73	17	90		10	90%	Budget to be met
4150	Elections costs	2,000	-	1,000	1,000		1,000	50%	Budget to be met
<b>Total Administration</b>		<b>34,625</b>	<b>21,653</b>	<b>6,717</b>	<b>28,370</b>		<b>6,255</b>	<b>82%</b>	

<b>201</b>	<b>Communications</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>	
4110	Website	2,500	1,335	1,150	2,485	15	99%	Budget to be met	
4200	Queens Park Voice	4,000	1,787	3,113	4,900	-	900	123%	Slight overspend with larger print runs plus calendar
4236	Marketing	500	529	-	529	-	29	106%	Budget to be met
<b>Total Communications</b>		<b>7,000</b>	<b>3,651</b>	<b>4,263</b>	<b>7,914</b>	-	<b>914</b>	<b>113%</b>	

<b>301</b>	<b>Place Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>	
4300	Community Gardening	17,500	12,755	4,430	17,185	315	98%	Budget to be met	
4301	Dog Strategy	4,500	2,070	1,100	3,170	1,330	70%	Slight underspend -	
4305	Park Development	1,000	-	-	-	1,000	0%	Unlikely to be spent this year	
4400	Neighbourhood Plan	1,000	1,044	-	1,044	-	44	104%	Slight overspend on referendum
4405	Retailers' Support	1,500	130	-	130	1,370	9%	Underspend as internal staffing used	
4410	Air Quality	500	256	-	256	244	51%	Slight underspend	



4420	Public & Community Arts	4,000	805	-	805	3,195	20%	Underspend as internal staffing used
4999	Climate Emergency	1,000	11	500	511	489	51%	Underspend as internal staffing used
<b>Total Place Committee</b>		<b>31,000</b>	<b>17,071</b>	<b>6,030</b>	<b>23,101</b>	<b>7,899</b>	<b>75%</b>	

<b>401</b>	<b>Events</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1410	Income Summer Festival	6,500	1,000	-	1,000	5,500	15%	External funding expected to create a positive variance
1411	Income Fireworks	5,000	512	-	512	4,488	10%	External funding expected to create a positive variance
1412	Income Winter Fair	1,500	-	-	-	1,500	0%	Losses offset by other events income
4201	Events Administration	9,300	8,550	500	9,050	250	97%	Budget to be met
4205	Winter Fair	3,200	400	-	400	2,800	13%	Budget to be met
4206	Winter Social	100	-	-	-	100	0%	Budget to be met
4210	Summer Festival	13,500	16,943	-	16,943	- 3,443	126%	Overspend, but also additional income
4220	Fireworks	9,000	9,756	-	9,756	- 756	108%	Slight overspend
<b>Events Income</b>		<b>13,000</b>	<b>1,512</b>	<b>-</b>	<b>1,512</b>	<b>11,488</b>	<b>12%</b>	
<b>Events Expenditure</b>		<b>35,100</b>	<b>35,649</b>	<b>500</b>	<b>36,149</b>	<b>- 1,049</b>	<b>103%</b>	

<b>501</b>	<b>People Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4107	Community engagement	1,600	1,626	-	1,626	- 26	102%	Budget to be met
4129	Volunteer Development	1,600	356	800	1,156	444	72%	Underspend as internal staffing used
4425	Social Inclusion	400	-	400	400	-	100%	Budget to be met
4430	Children & Young People	8,475	3,570	4,000	7,570	905	89%	Underspend as internal staffing used
<b>Total People Committee</b>		<b>12,075</b>	<b>5,552</b>	<b>5,200</b>	<b>10,752</b>	<b>1,323</b>	<b>89%</b>	

<b>601</b>	<b>Grants</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4134	Community Grants	32,000	17,500	12,500	30,000	2,000	94%	Budget to be met
4136	Pop Up Fund	2,000	200	800	1,000	1,000	50%	Slight underspend
4138	Special Grants	25,000	25,000	-	25,000	-	100%	Budget to be met
<b>Total Grants</b>		<b>59,000</b>	<b>42,700</b>	<b>13,300</b>	<b>56,000</b>	<b>3,000</b>	<b>95%</b>	

		<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>
<b>Grand Total Income</b>	199,269	178,922	10,000	187,107	12,162	94%
<b>Grand Total Expenditure</b>	255,300	198,179	44,398	238,667	16,633	93%

\* Find this file in Citrix under Finance/BUDGET

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Planning Working Group Report		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle – Planning Working Group Coordinator		
<b>Date of Meeting</b>	23 February 2022	<b>Agenda Item</b>	PL 43 - 21/22

## 1 Summary

This report provides an update on the activity of the Planning Working Group and gives the Committee an opportunity to discuss any of the matters raised.

### Recommendations

It is recommended that the report be noted.

## 3 Background

- 3.1 The Council is a statutory consultee on all planning applications submitted within Queen's Park and is entitled to comment on these. Because of the tight turnaround times in July 2020 it delegated this activity to the Planning Working Group provided the comments are in line with existing policy as set out in the Neighbourhood Plan. (018 – 20/21)
- 3.2 The comments are publicly available on the planning database maintained by the City Council, and a schedule of those submitted or updated since the previous meeting of this Committee is attached as an appendix to this report.

Ref No	Proposal	Summary	Decision
21/05155/CLOPUD - 4 Nutbourne Street London W10 4HN	Installation of 3no. roof windows to rear roof slope of terraced dwelling house.	Queen's Park Community Council wish to object to this application. The applicant has produced lots of drawing which seem irrelevant but no detailed drawings/specification of the roof lights. If the windows are flush with the roof tiles and are of conservation design and of suitable materials and colour, then we would be happy to withdraw our objection.	Permitted.
21/05597/TCA - 27 First Avenue London W10 4NR	Back garden - we propose to get rid of the whole tree as its obstructing and causing harm to two houses. - 27 First Avenue London W10 4NR	Queen's Park Community Council wish to object to this application. We think that further evidence that the tree needs to be removed should be requested, preferably from a tree surgeon appointed by the Council or the Housing Association.	No objection
21/05230/FULL - 86 Sixth Avenue London W10 4HJ	Erection of a single storey rear extension at ground floor level. - 86 Sixth Avenue London W10 4HJ	Queen's Park Community Council wish to object to this application. While the changes to the design of the extension are an improvement on the earlier application there is no mention of the replacement of all the visible windows in UPVC to a design that is utterly not in keeping with the surrounding properties except in the application form which states that the work has not been started without consent when the new UPVC windows are totally in one's face We also understand from a neighbour that the work has already started although not visible from the road.	Permitted
21/05486/FULL - 54 Kilburn Lane London W10 4AH	Installation of three new conservation rear rooflights and bricking up of rear first floor window. - 54 Kilburn Lane London W10 4AH	Queens Park Community Council has no objection to this application.	Permitted

21/05924/FULL - 19 Fifth Avenue London W10 4DL	Erection of a side infill extension with rooflights and rear glazing. - 19 Fifth Avenue London W10 4DL	Queens Park Community Council has no objection to this application.	Permitted
21/06769/FULL - 27 Second Avenue London W10 4RN	Conversion of loft space into habitable room and installation of rooflights to roof, Alterations to rear ground floor with full width openable doors. - 27 Second Avenue London W10 4RN	Queens Park Community Council has no objection to this application.	Permitted
21/06794/FULL - 94 Kilburn Lane London W10 4AH	Erection of a rear side infill extension at ground floor level. - 94 Kilburn Lane London W10 4AH	Queens Park Community Council has no objection to this application.	permitted
21/06853/COFUL - Complex Support Needs Service 131 Droop Street London W10 4DB	Installation of Air Source Heat Pump and associated plant located externally, on the ground floor of the property adjacent to Droop Street. - Complex Support Needs Service 131 Droop Street London W10 4DB	Queens Park Community Council has no objection to this application.	Permitted
21/06972/FULL	Replacement of single glazed timber sash windows to the front elevation with new double glazed hardwood sash windows painted white. - 253 Peach Road London W10 4DX	Queens Park Community Council has no objection to this application on the basis that Officers are happy with the technical aspects of the windows in the sense of thickness of the glass and space between the panes.	Permitted
21/07259/P3JPA - Clifford House 131 Droop Street London W10 4DB	Notification of prior approval for the installation of 452.34 m2 roof mounted photovoltaics associated infrastructure under Schedule 2, Part 14 (Renewable Energy), Class J of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). - Clifford House 131 Droop Street London W10 4DB	Queens Park Community Council has no objection to this application.	Permitted

21/07443/FULL - 52 Marne Street London W10 4JF	Installation of replacement timber sash windows to front elevation.	Queen's Park Community Council wish to object to this application. The application form quotes in Paragraph 14 that the Description of proposed materials and finishes: is to be white - UPVC double glazed units to closely match in appearance and style. This is totally unacceptable but we believe that it is a mistake as some of the papers quote the materials as wood. If this is so, then we are happy so long as Officers are satisfied that the design as as close to the original as is possible, allowing for the double glazing.	Permitted
21/07444/FULL - 73 Marne Street London W10 4JF	Installation of replacement windows at front elevation.	Queen's Park Community Council wish to object to this application. The application form quotes in Paragraph 14 that the Description of proposed materials and finishes: is to be white - UPVC double glazed units to closely match in appearance and style. This is totally unacceptable but we believe that it is a mistake as some of the papers quote the materials as wood. If this is so, then we are happy so long as Officers are satisfied that the design as as close to the original as is possible, allowing for the double glazing.	Permitted
21/07509/FULL - 69 Oliphant Street London W10 4ED	Erection of a single storey glazed infill addition to the rear, the replacement of the front and rear windows with traditional sash windows, the removal of the front boundary and its replacement with a low dwarf wall and traditional railing detail and the provision of 3no. rooflights to the main roofslope at the rear and 1no. rooflight to the side roofslope of the existing closet wing.	Queens Park Community Council has no objection to this application on the basis that the height of the extension is no greater than 2.5 metres.	Permitted

21/08733/FULL   Construction of a dormer extension in the rear roof slope with the insertion of 3no. rooflights in the front roof slope, and the replacement of the rear window above the staircase.   Flat 3 118 Bravington Road London W9 3AL	Construction of a dormer extension in the rear roof slope with the insertion of 3no. rooflights in the front roof slope, and the replacement of the rear window above the staircase.   Flat 3 118 Bravington Road London W9 3AL	Queens Park Community Council has no objection to this application.	Permitted
21/05190/FULI - 7 Nutbourne Street London W10 4HW	Erection of a rear side infill extension at ground floor level. Installation of two conservation roof lights to the rear roof slope and alterations to rear ground floor window to door.	Queens Park Community Council has no objection to this application.	Permitted.
21/05982/FULL	Erection of a rear extension and alteration of dwelling. - 610 Harrow Road London	Queens Park Community Council has no objection to this application.	Permitted.
21/07234/FULL	Replacement windows to front and rear elevations. - 28 Lothrop Street London W10 4JB	Queen's Park Community Council wish to object to this application. The application form quotes in Paragraph 14 that the Description of proposed materials and finishes: is to be white - UPVC double glazed units to closely match in appearance and style. This is totally unacceptable but we believe that it is a mistake as some of the papers quote the materials as wood. If this is so, then we are happy so long as Officers are satisfied that the design as as close to the original as is possible, allowing for the double glazing.	Permitted.
21/07343/FULL	Erection of a rear side infill extension at ground floor level. Remove existing ground floor window and install double door. Installation of two conservation roof lights to the rear roof slope. - 69 Marne Street London W10 4JF	Queens Park Community Council has no objection to this application.	Permitted.

21/06941/FULL - Ground Floor 166c Bravington Road	Erection of a rear mansard extension with 2no skylights to front elevation in association with the top floor flat (C). - 166C Bravington Road London W9 3AP	Queen's Park Community Council wish to object to this application. We do not understand the connection between the proposed plans for the loft and the proposed elevations. It looks to us as if they refer to different buildings. If there has to be an extension on the roof we consider only a centrally placed dormer should be permitted and only if there are others nearby. We think that the skylights on the front roof should only be allowed if there are others nearby or if they are invisible from the street. With regard to materials, it is noted that within the application form it states timber/upvc. It is noted that timber sliding sash windows would be preferred and if the application was being recommended favourably this detail would have been sought.	Refused
21/05501/FULL - Flat 2 17 Beethoven Street London W10 4LG	Variation of condition 1 of planning permission dated 8th March 2021 (RN 20/08269/FULL) for the insertion of 3 rooflights to the front roof and the construction of dormer to the rear roof and relocation of existing solar panels in connection with conversion of existing roof space into habitable accommodation. NAMELY, to reflect the use of a two panel door in lieu of 4 panel door; the installation of frames glass Juliet balustrade and the use of hanging slate to the dormer cheeks in lieu of standing seam lead. - Flat 2 17 Beethoven Street London W10 4LG	Queen's Park Community Council wish to object to this application. There seems to be no information about the application apart from some unidentifiable photos and one page of drawings with no description whatsoever.	Refused.



21/06667/FULL - Flat 3 ,118 Bravington Road,London	The construction of a dormer extension in the rear roof slope with the insertion of 3 rooflights in the front roof slope, and the formation of a roof terrace above the rear outrigger with access door. - Flat 3 118 Bravington Road London W9 3AL	Queen's Park Community Council wish to object to this application. We are not happy with the dormer on the roof and the various skylights. If officers are happy that these are not going to create precedents and are not too big then we are happy to withdraw our objection.	Refused.
21/05478/FULL - Ground Floor Flat 151 Portnall Road	Erection of a single storey wraparound extension at ground floor, layout alterations, and associated works.	Queen's Park Community Council wish to object to this application. We think that the proposed infill extension should be subservient to the main extension of the building unless that is not usual on similar extensions on Portnall Road. We are also concerned about loss of light to 149 Portnall Road.	Withdrawn
21/05304/FULL - 92 Portnall Road London W9 3BE	Extensions and alterations in connection with the conversion of single family dwelling house to 3 flats; including demolition of ground floor rear projection part upper projection and boundary wall, new full width ground floor extension with rooflights, first floor rear terrace with associated screen, Rear full width dormer roof extension (including raising the Party Walls), replacement of all windows, new bin and cycle stores with green roof to front garden.	Queen's Park Community Council wish to object to this application. We are not happy with the roof lights disturbing the run of tiles along the houses but if there several roofs with such lights and if they are barely visible from the road below then we are happy to withdraw our objection. Similarly The dormer window looks far too big and domineering, but if there are similar sized dormers nearby we would happily withdraw our objection. As regards the Terrace, its use for noisy parties etc could cause considerable disturbance to neighbours, but the screen might mitigate the noise so we are happy for Officers to decide.	

<p>21/05565/COFUL   Received: Thu 12 Aug 2021   Validated: Thu 12 Aug 2021   Status: Pending Consideration</p>	<p>Variation of condition 1 of planning permission dated 16 December 2014 (RN:13/12250/COFUL) for the: Demolition of all existing buildings on site and redevelopment to provide a terrace of 20 townhouses fronting Caird Street, two buildings (one on corner of Caird Street and Third Avenue and the other on corner of Lancefield Street and Bruckner Street) accommodating 64 apartments (of which 12 are affordable) and a 772m2 (Class D1/D2) community sports and community centre, with associated car parking, cycle parking, private and communal amenity space and landscaping. (Site includes 2-6 Caird Street, 17-23 Bruckner Street and 1-3 Lancefield Street) (Application linked to redevelopment of Moberly Sports Centre in London Borough of Brent). NAMELY, to allow the installation of Air Source Heat Pump (ASHP) system with screening on Block A for servicing the sports hall. - Jubilee Sports Centre Caird Street London W10 4RR</p>	<p>Queens Park Community Council has no objection to this application.</p>	
<p>21/06475/FULL - 217-221 Harrow Road,London,W2 5EH</p>	<p>Demolition of the existing building to redevelop the site to provide a part-20 storey and part-9 storey mixed use building comprising residential (Class C3), a commercial unit (Class E), homeless accommodation and facilities (Sui Generis) and associated move-on units (Class C3), alongside parking, landscaping, public realm and other associated works</p>	<p>Queens Park Community Council has no objection to this application.</p>	
<p>21/06887/FULL - RB Building 557 Harrow Road London W10 4RH</p>	<p>External refurbishment of the site comprising the erection of a new buggy and waste storage, erection of a pergola to the rear of the site, new step-free access, rear fire staircase, and amendments to the fenestration and external doors to enable the use of the site. (Linked with 21/06888/LBC) - RB Building 557 Harrow Road London W10 4RH</p>	<p>Queens Park Community Council has no objection to this application.</p>	

21/07211/FULL - 220 fernhead Road London W9 3EJ	awaiting details	Queens Park Community Council has no objection to this application.	
21/07484/FULL - 289 Shirland Road London W9 3JW	awaiting details	<p>Queen's Park Community Council wish to object to this application. We support the neighbour comment on the web site as follows:- Works on this property (main house) have been underway for over a year with limited consideration for neighbours. The new structure has been already raised and rightfully stopped. It represents corner to corner overdevelopment which leaves no green space. The structure is taller than all neighbouring walls and would be approximately double the size of any existing shed in the community. Furthermore, given that all garden soil and greenery have been eradicated; the floor is now all concrete - and to be decked, this development represents a significant loss of green garden area.</p> <p>In addition, We comment further that there seem to be no mention of the extremely high wall at the back of the new structure and we question the roof of the structure and whether fibreglass is sustainable or should a green roof be installed?</p>	

21/08168/LBC	Erection of a rear extension at ground floor involving the partial removal of the existing rear lean-to building. associated internal alterations. (Linked to 21/08167/FULL) - 147 Fifth Avenue London W10 4DT	Queens Park Community Council wish to object to this application. The rear infill extension does not look to be recessed from the main extension. It would seem that the party wall with the neighbouring property will have to be raised considerably and we are not sure about the flat membrane on part of the extension roof. All this means that the extension will NOT be subservient from the existing building which is, of course, a listed building.	
21/08308/FULL	Erection of a single storey ground floor side return and rear extensions; works to loft to turn into a habitable space; installation of 3 roof lights to the rear of the main roof slope and 2 roof lights to the sloped roof of the rear outrigger; replacement of all windows with double glazed windows matching the existing; and associated works. - 111 Ilbert Street London W10 4QF	Queens Park Community Council wish to object to this application. We are not happy with the details of the double glazing and, in any case, are not sufficiently knowledgeable to comment. However, if Officers are happy with the design we would be happy to withdraw our objection. Secondly, there seems to be very little information about the proposals for the front door. It should be refurbished or replaced in accordance with the Queens Park Estate Design Guide.	
21/08497/FULL	Demolition of the existing buildings, construction of part 4, part 5 and part 6 storey building to create ground floor commercial space and twenty five, 1-bed flats with private balconies, bicycle storage, refuse storage and communal roof terrace. - Flat 581 Harrow Road London W10 4RH	Queens Park Community Council has no objection to this application.	
21/08742/FULL   Replacement of windows   14 Macroom Road London W9 3HY	Replacement of windows 14 Macroom Road London W9 3HY	Queens Park Community Council has no objection to this application unless the majority of the street retains traditional timber windows in which case we suggest that hardwood is used.	

22/00014/COGADF - Jubilee Sports Centre Caird Street London W10 4RR	Details of Jubilee Operational Management Plan, pursuant to condition 34 of planning permission dated 29 July 2020 (20/00621/COFUL) - Jubilee Sports Centre Caird Street London W10 4RR		
22/00653/CLOPUD	Erection of a single storey rear extension, provision of a Juliet balcony at first floor level to the rear, and the provision of an Air Source Heat Pump in rear garden. 69 Oliphant Street London W10 4ED	Queens Park Community Council wishes to object to this proposal. We can find no description of the size of the Juliet Balcony and are concerned that it will not be in keeping with the rest of the buildings on the estate. We are also concerned that use of the balcony could create noise and disturb neighbours in a very quiet area. We do not support the ground floor extension which would create a precedent in the area and, finally, while we support the principle of the heat pump, we are worried that it may make a noise and lead to disturbance to neighbours.	



<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Harrow Road Open Space		
<b>Purpose:</b>	For decision		
<b>Author:</b>	Lucie Prior, Director		
<b>Date of Meeting</b>	23 February 2022	<b>Agenda Item</b>	PL 44 21/22

## 1 Summary

This report sets out options for responding to the future planning application in respect of the Harrow Road Open Space and seeks a decision on the process.

## 2 Recommendations

- 2.1 It is recommended that the report be noted and the mechanism for arriving at a formal response proposed at 4.3 be discussed and a decision made.

## 3 Proposals for Harrow Road Open Space

- 3.1 As part of the Harrow Road Place Plan the City Council has proposals to revuvenate this space, including fining it a new name. QPCC is represented on the Steering Group for the wider project and individual councillors and residents are participating in the Working Group which is developing the detailed design.
- 3.2 QPCC worked with the Project Team to provide opportunities for residents to comment of the plans including at the Summer Festival and the Winter Fair.
- 3.3 Full details, including plans, can be found on the link below but the main elements include
- Rebuilding the ramps at either end to improve accesabilty
  - Clearing the overgrown plants and trees to create a view to the canal
  - Removing the railings to allow access to the water
  - Altering the layout to create more usable space, including an 'outdoor reading room' for the library
  - Installing a pontoon on the canal to enable leisure activities
  - Providing canalside space for residential moorings

Link: <https://harrowroad.org/>

#### **4 Formal Approval of Proposals**

- 4.1 While the detailed proposals are continuously being refined by the Project Team the final version will be submitted to the City Council for planning permission. This need not cover all aspects of the project, but will be essential for the residential moorings and for the removal of some mature trees.
- 4.2 In normal circumstances the response to planning applications is submitted by the Planning Working Group who apply the policies contained in the Neighbourhood Plan. In this case the default response would be to support the residential moorings as the Neighbourhood Plan has them listed as a QPCC aspiration, but it is appreciated, however, that there may be concerns around the detailed design.
- 4.3 It is proposed, therefore, that an Extraordinary Meeting of the Place Committee be convened when the application is submitted to decide on the response.
- 4.4 As with every committee meeting this will be open to the public and councillors not on the committee can attend but not vote. The councillors on the committee will, nevertheless, take account of the views of the meeting when arriving at a decision.



<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Environmental Policy		
<b>Purpose:</b>	For discussion		
<b>Author:</b>	Millie Kent, Project Officer – Climate Emergency Working Group Coordinator		
<b>Date of Meeting</b>	23 February 2022	<b>Agenda Item</b>	PL 45 21/22

## 1 Summary

This report sets out a draft Environmental Policy for discussion by the committee.

## 2 Recommendations

- 2.1 It is recommended that councillors discuss the draft policy and provide comments and ideas for the final version to be taken to Council in March.

## 3 Background

- 3.1 The Climate Emergency Working Group has drafted an Environmental Policy in response to a recommendation in the Environmental Audit.

## 4 Proposal

- 4.1 A draft Policy has been prepared by Officers and is attached as an appendix.
- 4.2 Councillors are invited to discuss the draft and propose amendments to it.



## **QPCC Environmental Policy**

### **Context**

Queen's Park Community Council (QPCC) aims to promote a strong sense of community and increase the quality of life for all residents of (and visitors to) Queen's Park. Our vision is of a neighbourhood that has a strong sense of community; a place where people of all ages, cultures, religious and social backgrounds live, work and socialise together.

Since its inception in 2014, QPCC has been committed to protecting and enhancing the environment in and around Queen's Park.

In October 2021 the council commissioned officers to complete an environmental audit on the operations of the council which included an emissions calculation and a number of recommendations to minimise environmental impact and reduce emissions. One recommendation from this audit was the development of an environmental policy which summarised the council's position and set out a number of good practices.

### **Aims**

The aims of QPCC's Environmental Policy are:

- To ensure that the council operates in a way which minimizes or, where possible, removes entirely any negative impact on the environment.
- To promote the importance of our local and global environment and support local residents and businesses to enjoy it.
- To ensure consideration is given to the environment by all councillors, employees and contractors conducting business and activities on behalf of QPCC.

## **Policies**

### **1. The Climate Emergency**

- 1.1 The GLA's climate risk map identifies Queen's Park as being at the highest level for overall climate risk in London. This increases the likelihood of both flooding and extreme heat and has a negative impact on the ability of residents to prepare for and respond to each.
- 1.2 In 2020 councillors voted unanimously to declare a climate emergency and pledged to achieve net-zero greenhouse gas (GHG) emissions for council operations by May 2022. In 2021 this target was updated to include a net-zero emissions pledge for the ward as a whole by 2040 (in line with Westminster Council's target for the borough). This pledge will pave the way for decarbonisation in the ward, protecting residents and businesses from the negative effects of heating.
- 1.3 In March 2021 the Climate Emergency Working Group was established— with four councillors, two officers and one member of the public in its membership —to oversee progress on these targets and pursue projects addressing the climate emergency in Queen's Park. The membership of all working groups are open to all residents and councillors. The working group reports to the Place Committee, meetings for which are open to the public.
- 1.4 In October 2021, as part of an environmental audit of the council's activities, an emissions calculation was completed for the 2019/20 municipal year in accordance with ISO Standard 14064-1 (2018) methodology. This year was chosen as the base year as it was the most recent year before the council's operations were disrupted by the Covid-19 pandemic. The council released an estimated 0.76 tonnes of carbon dioxide equivalents (t CO<sub>2e</sub>) during this period.
- 1.5 This calculation is based only on the energy consumption at the Beethoven Centre where the QPCC office is based and does not account for any other activities. This is due to reporting boundaries (it was not possible to obtain accurate figures from contractors or events in this period). This means it is likely that the actual emissions total for the council is considerably higher.

- 1.6 In order to reach our net-zero target the council will focus firstly on reduction and offset projects within the ward and then certified carbon credits for any residual emissions. All carbon credits will be bought from offset schemes based in the UK, with preference given to those most local and with co-benefits, for example enhancing biodiversity or education opportunities.
- 1.7 The calculated figure does not fully represent the emissions of the council. In order to account for emissions that may not be included in the calculation the council will commit to offsetting five times the calculated amount each year.
- 1.8 QPCC will investigate projects which can mitigate the negative impacts of global heating in the ward as well as projects which will reduce emissions of the council.

## **2. Open Spaces**

- 2.1 QPCC is committed to ensuring open spaces in the ward are managed in a way which both maximises their potential for community use and increases opportunities for nature to thrive.
- 2.2 Shared Public Space is deficient in Queen's Park. It only has 4.4% of shared green space in comparison with the average for Westminster of 22%.
- 2.3 Queen's Park is not on the 'areas of deficiency' register. The reason for this is that all of the houses in The Queen's Park Estate Conservation Area, and many of those on the Victorian / Edwardian terraces, have private gardens. This means Queen's Park has 20% of its land area in private gardens whereas the average for Westminster is only 8%. These gardens are only accessible to the residents of those properties..
- 2.4 The remainder of the ward is made up of the post-war Mozart, Queen's Park Court and Avenues Gardens estates. For these residents, where private outdoor space is limited, access to high quality, multi-use, shared space is essential for both physical and mental wellbeing.

- 2.5 QPCC has a contract with Hammersmith Community Gardening Association (HCGA) to run weekly community gardening sessions in Queen's Park Gardens, encouraging local participation in the natural environment.
- 2.6 QPCC will investigate any unused open space in the ward and attempt to bring it into community use in a manner that protects and increases biodiversity.
- 2.7 There are a number of shared food growing spaces in the ward. Policy 4 of the [Queen's Park Neighbourhood Plan](#) protects these from development. QPCC will seek out and investigate new sites for community food growing in the ward.

### **3. Sustainable Travel**

- 3.1 QPCC is committed to encouraging active (walking or cycling) and sustainable travel within the ward and will pursue projects and activities which will encourage this.
- 3.2 Councillors, residents and staff are encouraged to use active or public transport when on council business.
- 3.4 The Queen's Park Voice— a quarterly newsletter produced and delivered by the council —is delivered on foot by a number of volunteers.
- 3.5 All contractors are asked to use sustainable travel when on council business.

### **4. Responsible and Sustainable Procurement**

- 4.1 Due consideration will be made to the environmental impact of projects and activities during planning.
- 4.2 All contractors will be expected to minimise their environmental impact (e.g through use of sustainable transport). Environmental impact will be given due consideration when selecting contractors.

### **5. Office Use**

- 5.1 Projects for decarbonisation of QPCC's current/future office space will be investigated and pursued where feasible.

- 5.2 100% recycled paper should be used for all printing needs.
- 5.3 All appliances should be switched off at the mains when not in use.
- 5.4 Central heating should be set to the lowest setting whenever the office is unoccupied.

## **6. Planning**

- 6.1 The [Queen's Park Neighbourhood Plan](#) was developed by QPCC following consultation with residents. It set's out the council's position on a number of planning matters and was adopted following a successful referendum in October 2021.
- 6.2 The Planning Working Group uses this document alongside the Westminster City Plan and London Plan to comment on all planning applications in the ward on behalf of the council.
- 6.3 It sets out the need for development proposals to: exhibit exemplary sustainable design with high standard of environmental performance (Policy 5), encourage sustainable transport through the provision of secure cycle storage (Policy 6), and support measures which provide improved pedestrian access (Policy 7).

## **7. Monitoring**

- 7.1 The environmental audit including emissions calculation will be reviewed and updated annually, where data is available. This will be overseen by the Climate Emergency Working Group.
- 7.2 This policy will be reviewed and re-adopted each year at the annual meeting of the Council in May.

## 8. References

1. [Cornwall Council Example Environmental Policy for Parish Councils](#)
2. [Friends of the Earth – 20 actions parish and town councils can take on the climate and nature emergency](#)
3. [GLA Sustainability Policy](#)
4. [Westminster City Council Environment Policy](#)
5. [Queen's Park Neighbourhood Plan](#)



<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	BT Garden Report		
<b>Purpose:</b>	For information		
<b>Author:</b>	Lucie Prior - Director		
<b>Date of Meeting</b>	23 February 2022	<b>Agenda Item</b>	PL 46 21/22

## 1 Summary

This report provides information on the project.

## 2 Recommendations

2.1 It is recommended that the report be noted.

## 3 Background

3.1 The BT garden is the land to the north of the BT building that lies between the Harrow Road, Droop Street and Queen's Park Court.

3.2 The land is not in use by BT. The vicar at St John's Church approached BT about a garden licence for the community to use the land through QPCC and local schools.

3.3 An informal group with representatives from St John's Church, QPCC, Westminster Children's University, Queen's Park School and Bales College meet to discuss access points to the land and potential uses for it.

3.4 A meeting was held with BT to discuss the plans and the extent of the land to licence.

3.5 BT signed the licence with The Parochial Church Council of the Ecclesiastical Parish of St John's The Evangelist Kensal Green in February. Copies of this are held at the church and at QPCC offices in the Beethoven Centre.

3.3 Due to the security risk BT have specified the type of fencing required to separate their used land from the garden leased space. Funding has been applied for by Queen's Park School in order to install this.

## 4 Future Plans

4.1 A terms of reference is to be drafted up for the management committee and the Council will designate Officers and Councillors to it at the Annual Council Meeting.

4.2 Volunteers from Helping Hands will clear the space to make it usable.

4.3 Fencing will need to be purchased and installed before the land can be used by the community.

<b>Report To:</b>	Queen's Park Community Council – Place Committee		
<b>Title:</b>	Climate Emergency Working Group Report		
<b>Purpose:</b>	For discussion		
<b>Author:</b>	Millie Kent, Project Officer – Climate Emergency Working Group Coordinator		
<b>Date of Meeting</b>	23 February 2022	<b>Agenda Item</b>	PL 47 – 21/22

## 1 Summary

This report sets out the current position of a number of projects being worked on by the working group.

## 2 Recommendations

2.1 It is recommended that the report be noted.

## 3 Background

3.1 The Climate Emergency Working Group was set up in response to the council's declaration to become a net zero council by May 2022.

3.2 An environmental audit was commissioned and completed in October 2021 which set out a number of recommendations including the environmental policy (PL45 21/22).

## 4 Domestic Retrofit

4.1 WCC was successful in securing GLA funding to continue domestic retrofit of their properties in the area.

4.2 Officers are planning an information session and open meeting in Spring for residents to attend in order to have their questions answered and improve the percentage uptake.

4.3 Energy saving measures will not only minimise household emissions but also help alleviate fuel poverty for residents.

## 5 Community Clean Up

5.1 Another successful community clean up was hosted on the 12<sup>th</sup> of February. We had access to the hut so were able to offer all volunteers a hot drink afterwards using reusable mugs provided by Westminster Recycling.

5.2 The next clean up is scheduled for the 2<sup>nd</sup> of April to tie in with the Easter holidays and the Great British Spring Clean.

## 5 Other Projects



- 5.1 A page was dedicated to the climate emergency in the most recent edition of The Voice which focused on how residents can get involved. The working group will continue to submit a page for subsequent issues.
- 10.1 The working group intends to continue its work with local schools and youth groups to engage local young people in their plans.
- 10.2 A dedicated Climate Emergency page is in the works for the website. We are awaiting confirmation from the designer.
- 10.3 Officers are still in talks with A2Dominion regarding a community energy project based at the Beethoven Centre.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Director, Shuwanna Aaron, Community Development Officer and Millie Kent, Project Officer		
Date of Meeting	23 February 2022	Agenda Item	PL 49 – 21/22

## 1 Summary

This report sets out some of the activity undertaken by Officers since the last meeting and activities proposed for the next few months through the spring. Some work is covered under other agenda items.

## 2 Recommendations

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

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

<p><b>Harrow Road Open Space</b></p> <p>The Director has attended the steering group and working group meetings and commented on the plans made. Officers worked with the project team to ensure consultation in December was undertaken in the ward, particularly families with children as this is a group that is underrepresented in the Working Group. (paper PL 44 21/22). The owner of the garage next to the space has been tracked down for discussions over their potential involvement.</p>
<p><b>Community Clean Ups</b></p> <p>December saw a very cold community clean up to coincide with the Winter Fair and February to coincide with the start of half term. 10 bags of rubbish and recycling were cleared by volunteers from the green spaces and streets of Queen's Park at each session. Each clean up has seen new faces join in as well as regular volunteering helping out.</p>
<p><b>Retrofitting of WCC Housing in The Avenues</b></p> <p>Offices approached the WCC project team to assist with their community engagement, as the current door knocking approach had not been well received by residents who reported it to us. A meeting was held to discuss the issues and build relationships between the project team and QPCC.</p>
<p><b>Play Streets</b></p> <p>Two sessions were booked for February half term, one was held despite the rain on Wednesday afternoon with around 10 residents turning out. The second had to be cancelled due to storm on Friday. The request for permanent Play Streets designation has been raised with Councillor Spencer, the Cabinet Member for City Management.</p>

<b>Park Hut</b>
The new door and extended lintel was due to be installed in January but the contractor said they had caught Covid, this is now due to be installed in February. We have refused any promotional activity with the funder of this until works are completed.
<b>Selby Square</b>
A2Dominion issued the consultation for the space and Officers have commented on it and assisted with the distribution of the survey within the community.

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

<b>Harrow Road Open Space</b>
Item PL44 21/22 will have decided how officers proceed with the planning application for the space. Work will continue with the garage owners to explore options for their involvement.
<b>Climate Emergency</b>
Results are due from the National Lottery Together For Planet Funding bid in March and the deferred Carbon Offset bid in the summer. These awards would fund the carbon wide audit and further project work of events and activities to help residents reduce their emissions (see item PL47 21/22).
<b>Community Clean Ups</b>
The next Community Clean Up is booked for Saturday 2 April. This is to ensure the park is at its best for the start of the Easter holidays. We are in discussions with local primary schools to run education sessions with the children about littering and hold further clean ups.
<b>Retrofitting of WCC Housing in The Avenues</b>
The project team have recently been awarded funding to improve the 300 least energy efficient houses that WCC own in the area and will work with QPCC on resident engagement for this.
<b>Play Streets</b>
Play Streets are being planned for the Easter school holidays under temporary traffic orders. A meeting has been booked with Active Westminster to keep pushing for permanent Play Street designations from them.