



To all Members of the Place Committee (Councillors John McArdle (Chair), Sandra Bynoe (Vice-chair) Samantha Alleyne, Roger Diamond, Gill Fitzhugh, Emma Sweeney, and Stella 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 June 2022

Shuwanna Aaron, Acting Director

17 June 2022

AGENDA

- PL 01 22/23** **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PL 02 22/23** **Minute's Silence** – to pause and mark the fourth anniversary of the tragedy at Grenfell Tower.
- PL 03 22/23** **Declarations of interest** - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PL 04 22/23** **Minutes of the previous meetings** – to consider for approval the minutes of the Place Committee Meeting held on 23 February 2022 for confirmation and signing as a correct record.
- PL 05 22/23** **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 22/23** **Financial Report** - to receive a report of current financial position.
- PL 07 22-23** **Reports from contractors** – to receive verbal updates from contractors.
- PL 08 22/23** **Planning Working Group** – to receive a report from the Planning Working Group.
- PL 09 22/23** **Working Groups** – to receive verbal reports from the Air Quality and Public & Community Arts Working Groups.
- PL 10 22/23** **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 23 February 2022

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

Also present: ; Shuwanna Aaron, Community Development Officer; Millie Kent, Project Officer; Simon Walton, Volunteer,

By Zoom: Cathy Maund, Hammersmith Community Gardens Association (HCGA).

PL 37-21/22 Apologies for absence – Councillors Leslie Barson, and Lucie Prior, Director, Liz Thorpe-Tracey, Events Officer;

PL 38-21/22 Declarations of interest – None made.

PL 39-21/22 Minutes of the previous meeting –

RESOLVED THAT, the minutes of the meeting held on 1 December 2021 were APPROVED as a correct record. As a printed copy was not available these will be signed by Cllr. Rustin at a later date.

PL 40-21/22 Public session – Having previously given notice, a resident raised concerns at a lack of consultation with residents on proposals by A2Dominions to redevelop the open space in Selby Square. He went on to outline design issues that he wished to be considered.

Following discussion, the Committee concluded that the proposal was currently at the 'Early Community Engagement' stage of the planning process which takes place prior to the application being submitted. This is now a required part of the process and the City Council will consider both the quality and outcome of the consultation when assessing any application. Cllr Rustin thanked the member of the public for his attendance.

RESOLVED THAT QPCC would continue to publicise that the consultation was taking place and would encourage residents to participate so that the best possible design could be achieved.

PL 41-21/22 Financial Report – Cllr McArdle gave a report on as RFO. No significant changes were reported.

RESOLVED THAT the report on the current financial position be NOTED

PL 42-21/22 Reports from contractors –

Cathy Maund from HCGA gave a report that covered community gardening, the Winter Festival, developments in the park, tree works, recycling, Friends of QPG, and future plans.

RESOLVED THAT the report be NOTED and a copy of the paper be circulated to councillors.

PL 43-21/22 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.

He added that since the report had been written, an objection had been submitted to 22/00014/COGADF with details of the proposed Jubilee Operational Management Plan. This was on the grounds that it did not

provide for a Management Committee as set out in the original planning application, a schedule of proposed charges had not been provided, and the proposals for community use were not well defined.

In discussion the Committee supported the objection but considered that it did not go far enough as the City Council proposals fell far short of those proposed when the original facility was taken away. It was agreed that the Director should ask to see the space, and to contact the City Council at a senior level to discuss these matters.

RESOLVED THAT the report be NOTED

RESOLVED THAT the Director write to the relevant Director and Cabinet Member asking for these matters to be discussed more fully.

PL 44-21/22 Harrow Road Open Space

The item was taken immediately after "PL 42-21/22 Reports from contractors" to allow Cathy Maund to participate in the discussion.

The Director had circulated a report on the project, providing an update on the current position and recommending that a special meeting of the Committee be held to review the detailed design and proposed management arrangements when the planning application is published. In discussion it was agreed that it would be helpful to have information on both the existing maintenance schedule, and on any proposals including whether the maintenance contract would be let separately or included in the WCC grounds maintenance contract.

RESOLVED THAT a special meeting of the Place Committee would be convened when the planning application is published.

RESOLVED THAT the Director write to the Project Team asking for details of the existing and proposed maintenance arrangements.

PL 45-21/22 Environmental Policy– the Project Officer had circulated a report with a draft Environmental Policy, as recommended in the Environmental Audit, inviting the Committee to discuss the details and to identify any amendments or additions. The Chair thanked her for her work and commented on how it demonstrated the importance of public green space.

RESOLVED THAT the report be NOTED

PL 46-21/22 BT Garden– The Director had circulated a report on the project to provide some community access to land adjacent to the BT Operational building between Harrow Road and Droop Street. It was noted that the vicar of St John's Church would be taking a licence on the land, and that a primary user would be Westminster Children's University who would be providing funding. The Community Council has no formal involvement in or financial exposure to the project although officers have provided support as have Cllrs Fitzhugh and Wilson in a personal capacity. It was proposed that a Management Committee be set up and that the Community Council invited to be represented on it.

RESOLVED THAT the reports be NOTED

RESOLVED THAT a recommendation be made to the Council that a representative to the Management Committee be appointed at the Annual Meeting.

PL 47-21/22 Working Groups

Air Quality: Councillor Lancashire gave a report on the Citizen Science air quality monitoring presenting the data in the form of maps. It was of concern that readings had increased since August 2021.

Climate Emergency: A report had been circulated by the Project Officer on the work being undertaken to address the climate emergency.

Public and Community Arts. The Working Group has not met since the previous meeting of the Committee so has nothing to report.

RESOLVED THAT the reports be NOTED

PL 48-21/22 Chair's Report – The Chair used her report to thank Councillor Ray Lancashire who is standing down at the May elections for his contribution to the work of the Committee as Vice-chair and as a stalwart of the friends of Queen's Park Gardens.

RESOLVED THAT the report be NOTED and that the thanks be recorded.

PL 49-21/22 Officers' report – The Director had circulated a report on activities undertaken by Officers since the last meeting, and plans for the next period. This was presented by the Project officer who highlighted the Community Clean-up and the ongoing work on the park hut.

RESOLVED THAT the report be NOTED

The meeting concluded at 7.47pm

Signed by.....

Date.....

Councillor John McArdle (Chair of Place Committee)

Minute Ref: PL 04 – 22/23

Report To:	Queen's Park Community Council		
Title:	Finance Report for May 2022		
Purpose:	For Information		
Author:	Cllr John McArdle, Responsible Financial Officer		
Date of Meeting	People 15 June 2022 Place 22 June 2022	Agenda Item	PP06 – 22/23 PL006 – 22/23

1 Summary

This report summarises the current financial position at the end of May 2022, together with proposals for future reporting.'

2 Recommendations

That the contents be noted.

3 Background

- 3.1 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with the support and assistance of Acting Director Shuwanna Aaron.
- 3.3 As there is no meeting of the Council in June, only Committee meetings, there are no decisions to be made and the report is for information only. As the same paper is to be presented to both the People and Place Committees it will be circulated in advance to all councillors in addition to forming part of the pack for each meeting.
- 3.4 Separately, the People Committee is being asked to discuss and decide on Special Grants in response to a delegation by the Council in May 2022. (019 – 22/23) This is the subject of a report by the Acting Director at that meeting.
- 3.5 The next report to Council will be in October 2022 and will be the report for the first half of 2022/23.

4 Current Financial Position

- 4.1 Under the Council's Financial Regulations the RFO is required to report from time to time on material differences between the budget and the actual financial performance with material being determined as a difference of £100 or 15%.

- 4.2 A detailed analysis has been undertaken of income and expenditure on each Cost Centre for 2022/23 and these are shown in Appendix 1 with a comment on each relevant line. At this early stage in the year it is anticipated that each line will come in close to budget. There is a small overspend on preparing printed copies of the Neighbourhood Plan for which no budget provision had been made but the overall impact of this is negligible.
- 4.3 The Council Detail Report at Appendix 2 provides details of the figures held on the Rialtas accounting system. These have been reconciled to the bank account as required.

5 Future Reporting

- 5.1 Although there is no Council meeting till October, and no Committee meeting until September, the underlying analysis contained in this report is undertaken every month.
- 5.2 It is proposed that a Financial report be prepared each month and circulated to members of the Forward Planning Working Group (FPWG). This report will be available to any councillor on request.
- 5.3 Although all transactions on the Council's bank account have been reconciled to the Rialtas accounting system, as reported at 4.3 above, there is a requirement in the Financial Regulations that this be checked and signed by a councillor at least once in each quarter. As this does not fall in line with the meeting cycle of the Council, the FPWG will be asked to devise a process for this.

201	Communications	Target	YTD	Variance	%	Notes
4110	Website	2,500	-	-	100%	Budget to be met
4200	Queens Park Voice	4,500	-	- 10	100%	Budget to be met
4236	Marketing	500	-	-	100%	Budget to be met
Total Communications		7,500	-	-	10	100%

301	Place Committee	Target	YTD	Variance	%	Notes
4300	Community Gardening	17,500	50	- 10	100%	Budget to be met
4301	Dog Strategy	4,500	1,385	145	97%	Budget to be met
4305	Park Development	500	-	-	100%	Budget to be met
4400	Neighbourhood Plan	-	56	- 56	N/A	Small unbudgetted spend
4405	Retailers' Support	500	-	-	100%	Budget to be met
4410	Air Quality	500	-	- 4	101%	Budget to be met
4420	Public & Community Arts	2,000	780	20	99%	Budget to be met
4999	Climate Emergency	1,000	-	-	100%	Budget to be met
Total Place Committee		26,500	2,271	95	100%	

401	Events	Target	YTD	Variance	%	Notes
1410	Income Summer Festival	10,000	-	-	100%	Budget to be met
1411	Income Fireworks	7,500	-	-	100%	Budget to be met
1412	Income Winter Fair	1,500	-	-	100%	Budget to be met
4201	Events Administration	9,300	-	-	100%	Budget to be met
4205	Winter Fair	3,200	-	-	100%	Budget to be met
4206	Winter Social	100	-	-	100%	Budget to be met
4210	Summer Festival	17,000	300	-	100%	Budget to be met
4220	Fireworks	10,000	-	-	100%	Budget to be met
Events Income		19,000	-	-	100%	
Events Expenditure		39,600	300	-	100%	

501	People Committee	Target	YTD	Variance	%	Notes
4107	Community engagement	2,000	402	48	98%	Budget to be met
4129	Volunteer Development	1,600	-	- 50	103%	Budget to be met
4425	Social Inclusion	400	-	-	100%	Budget to be met
4430	Children & Young People	6,000	1,000	-	100%	Budget to be met
Total People Committee		10,000	1,402	- 2	100%	

601	Grants	Target	YTD	Variance	%	Notes
4134	Community Grants	31,900	6,900	-	100%	Budget to be met
4136	Pop Up Fund	2,000	-	-	100%	Budget to be met
4138	Special Grants	25,000	-	-	100%	Budget to be met
Total Grants		58,900	6,900	-	100%	

		YTD	Variance	%
Grand Total Income	222,183	4,827	- 1,593	101%
Grand Total Expenditure	270,636	32,164	8,001	97%

* Find this file in Citrix under Finance/BUDGET

Detailed Receipts & Payments by Budget Heading 01/06/2022

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> Income							
1010 Project Income	3,100	35,000	31,900			8.9%	
1076 Precept	0	168,183	168,183			0.0%	
<u>101</u> Staff costs							
4100 Staff costs	(15,438)	(93,559)	78,121		78,121	16.5%	
4105 Training	0	(1,500)	1,500		1,500	0.0%	
<u>102</u> Administration							
4101 Councillor allowances	0	(3,000)	3,000		3,000	0.0%	
4105 Training	(53)	(1,000)	947		947	5.3%	
4120 Insurance	(1,588)	(1,500)	(88)		(88)	105.9%	
4125 Office Rent	0	(10,000)	10,000		10,000	0.0%	
4126 Room Bookings	0	(1,200)	1,200		1,200	0.0%	
4127 Office maintenance/relocation	0	(500)	500		500	0.0%	
4128 Catering	0	(200)	200		200	0.0%	
4130 IT - hosting, computers, email	(442)	(6,000)	5,558		5,558	7.4%	
4132 Stationery & Materials	(278)	(700)	422		422	39.7%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(199)	(1,500)	1,301		1,301	13.3%	
4137 Subscriptions	(35)	(3,000)	2,965		2,965	1.2%	
4139 Travel expenses	0	(300)	300		300	0.0%	
4140 Professional fees	(78)	(500)	422		422	15.6%	
4142 Audit fees	(187)	(1,500)	1,313		1,313	12.5%	
4144 Bank charges	(17)	(102)	85		85	16.7%	
4150 Elections costs	(2,684)	(7,278)	4,594		4,594	36.9%	
<u>201</u> Communications							
4110 Website	0	(2,500)	2,500		2,500	0.0%	
4200 Queens Park Voice	0	(4,500)	4,500		4,500	0.0%	
4236 Marketing	0	(500)	500		500	0.0%	
<u>301</u> Place							
4300 Community Gardening	(50)	(17,500)	17,450		17,450	0.3%	
4301 Dog Strategy	(1,385)	(4,500)	3,115		3,115	30.8%	
4305 Park Development	0	(500)	500		500	0.0%	
4400 Neighbourhood Plan	(56)	0	(56)		(56)	0.0%	
4405 Retailers' Support	0	(500)	500		500	0.0%	
4410 Air Quality	0	(500)	500		500	0.0%	
4420 Public & Community Arts	(780)	(2,000)	1,220		1,220	39.0%	
4999 Climate Emergency	0	(1,000)	1,000		1,000	0.0%	
<u>401</u> Events							
1410 Income Summer Festival	0	10,000	10,000			0.0%	

Detailed Receipts & Payments by Budget Heading 01/06/2022

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	0	7,500	7,500			0.0%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
4201 Events Administration	0	(9,300)	9,300		9,300	0.0%	
4205 Winter Fair	0	(3,200)	3,200		3,200	0.0%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(300)	(17,000)	16,700		16,700	1.8%	
4220 Fireworks	0	(10,000)	10,000		10,000	0.0%	
501 People							
4107 Community engagement	(402)	(2,000)	1,599		1,599	20.1%	
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	(1,000)	(10,568)	9,568		9,568	9.5%	
601 Grants							
4134 Community Grants	(6,900)	(45,806)	38,906		38,906	15.1%	6,900
4136 Pop Up Fund	0	(2,000)	2,000		2,000	0.0%	
4138 Special Grants	0	(25,000)	25,000		25,000	0.0%	
999 VAT data							
115 VAT refund	1,727	0	(1,727)			0.0%	
515 VAT on Payment	(292)	0	(292)		(292)	0.0%	
Grand Totals:- Receipts	4,827	222,183	217,356			2.2%	
Payments	32,164	294,388	262,225	0	262,225	10.9%	
Net Receipts over Payments	(27,336)	(72,205)	(44,869)				
plus Transfer From EMR		6,900					
Movement to/(from) Gen Reserve	(20,436)						

Report To:	Queen's Park Community Council – Place Committee		
Title:	Planning Working Group Report		
Purpose:	For Information		
Author:	Councillor John McArdle – Planning Working Group Coordinator		
Date of Meeting	22 June 2022	Agenda Item	PL 08 – 22/23

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.

4 Points to Note

4.1 At the meeting of the Committee on 23 February 2022 the Director was instructed to write to the City Council demanding more community involvement in the new Jubilee development. (PL 43 - 21/22) This has resulted in increased engagement and the Acting Director will provide an update on this.

Ref No	Proposal	Summary	Decision
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) which varied the original planning permission dated 16 December 2014 (13/12250/COFUL) Jubilee Sports Centre Caird Street London W10 4RR	Queen's Park Community Council (QPCC) wishes to object to this proposal on the following three grounds. In the original planning application, it was reported that a Community Management Group would be set up to prioritise local use. There does not appear to be any provision for this in the draft Operational Management Plan. Section 4 refers to an appendix with details of pricing, but no appendix with details of pricing appears to have been provided. Section 5 sets out some generic proposals for community use, and lists Queen's Park Community Council as a potential user of the community hall. This gives the impression that QPCC has been involved in discussions over holding meetings in the hall and this is not the case. It has existing arrangements in place for meetings in venues which are free or low cost and would only move if there were clear benefits. QPCC believes that community use of the space should be free of charge, that slots should be set aside for community use, and that this should be overseen by the Community Management Group	
22/00620/FULL	Erection of a side infill extension with rooflights and rear glazing. 19 Fifth Avenue London W10 4DL		Permitted.
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	In the original planning application, it was reported that a Community Management Group would be set up to prioritise local use. There does not appear to be any provision for this in the draft	Issue certificate of lawfulness
22/00701/FULL	Erection of a rear dormer, installation of two rooflights to front roofslope and erection of first floor rear extension. 240 Kilburn Lane, London, W10 4BA		Permitted.
22/00799/CLEUD	Retention of UPVC windows and one door. - 176 Peach Road London W10 4DY	Section 4 refers to an appendix with details of pricing, but no appendix with details of pricing	Permitted

22/00932/FULL	Replacement of windows with aluminium framed double glazed windows in rear outrigger, refurbishment of existing single glazed timber frame sash windows to double glazed sashes to match existing. Refurbishment of flat and internal alterations. - First Floor Flat 30 Ilbert Street London W10 4QJ		Permitted.
Ref. No: 22/01279/FULL	Demolition of existing side return, erection of new single-storey side infill, 3 new skylights, existing side window to be replaced by window matching existing, replacement of rear ground window with sliding doors and new window. - 1 Second Avenue London W10 4RN	Section 5 sets out some generic proposals for community use, and lists Queen's Park Community Council as a potential user of the community hall. This gives the impression that QPCC has been involved in discussions over	Permitted
22/01706/FULL	Erection of rear dormer roof extension Flat 6,153 Saltram Crescent,London	Queens Park Community Council has no objection to this application.	
22/01867/FULL	Use of a building as three self contained flats (Class C3); erection a ground floor rear extension; Dormer roof extension; roof lights to the front elevation; bike andbin storage within front garden; and associated works. 321 Shirland Road,London,W9 3JJ	Queens Park Community Council objects to this proposal. While many of the drawings are good and clear, in several cases it is impossible to work out the actual changes requested, in particular as regards the rear extension. There is no indication of the effect of this extension on adjoining properties.	
22/01936/FULL	Installation of window with obscure glass to side of rear closet wing at first floor level and installation of two rooflights at front slope. Flat 3 156 Ashmore Road London W9 3DE	Queens Park Community Council has no objection to this application.	
22/02126/FULL	Ground floor rear extension to flat. Ground Floor 79 Bravington Road London W9 3AA	Queens Park Community Council has no objection to this application.	
22/02412/FULL	Demolition of part and remodelling of the existing ground floor rear extension, and erection of a new ground floor side extension. Flat 1,127 Portnall Road,London	Queens Park Community Council objects to this proposal. It appears the new extension will be taller than the existing one and looks as if it may dominate the gardens at the rear of the property, particularly in relation to No. 125 Portnall Road. If this is not the case we would be happy to withdraw our objection.	
22/02428/FULL	Reconstruction of basement lightwell entrance steps and installation of an external steplift including associated works. 8 Portnall Road, London, W9 3BD	Queens Park Community Council has no objection to this application.	

Ref. No: 22/02572/FULL	Installation of two new rooflights to rear roof slope, in association with loft conversion. (Linked with 22/02573/LBC) - 92 Fifth Avenue London W10 4DP	Queens Park Community Council has no objection to this application.	Permitted
22/02583/FULL	Erection of a single storey infill extension to rear, installation of three rooflights to rear roof slope and replacement of front windows. 83 Marne Street London W10 4JF	Queens Park Community Council objects to this proposal. There is relatively little information regarding the replacement double glazed windows and we are unable to tell if they are appropriate to the design of the building. We are happy to withdraw this objection if Officers are satisfied that the windows will be in keeping with the rest of the building. It looks as though the infill extension is not set back as it should be.	
Ref. No: 22/02646/FULL	Variation of condition 1 (Approved plans) of planning permission dated 23rd June 2015 (RN 15/01031/FULL) for the Erection of full height side (facing Malvern Road) and rear extension, demolition of existing mansard roof and mechanical plant and replacement with enlarged mansard roof extension at third floor level across extended building to provide additional hotel accommodation (Class C1). NAMELY, minor revisions to approved drawings, reducing to 3 dormers, proposed lift to all floors, small stone coping to the top of the parapet and details of the entrance door including canopy to hotel. - 207 Shirland Road London W9 2EX	Queens Park Community Council has no objection to this application.	
Ref. No: 22/02701/FULL	Replacement of three front elevation windows with timber double glazed windows. - 3 Marne Street London W10 4JE	Queens Park Community Council has no objection to this application.	permitted

22/02860/FULL	Erection of single storey infill extension to rear and formation of new windows to existing rear extension. 80 Droop Street London W10 4DD	Queens Park Community Council objects to this proposal. The side infill extension does not appear to be set back from the main part of the building. The rooflights do not appear to be conservation type and look to protrude excessively. The windows at the rear look to be very large and are possibly too large and the rooflight on the existing rear extension is totally out of keeping with the design of the houses on the estate.	
22/02912/FULL	Installation of conservation roof lights, installation of doors to rear ground floor level (Linked with 22/02913/LBC) 121 Fifth Avenue London W10 4DR	Queens Park Community Council objects to this proposal. The Sustainable Design Statement states that there will be Secondary or high performance glazing and that Glazing to be double glazed of high thermal values. We would like further details and a full specification of the double glazing. Secondly, we cannot find any evidence of the infill extension being set back from the main part of the building. Thirdly we object to the glazing in the roof of the lean to as it not in keeping with the rest of the building and is likely to be visible from the houses opposite.	
Ref. No: 22/02915/FULL	Erection of a rear side infill extension at ground floor level, modification of the existing window to a double door on the rear wall of the existing lean-to. Installation of conservation roof light to roof of lean-to. Installation of double door to rear wall of extension. Internal alterations. (Linked with 22/02916/LBC) - 121 Fifth Avenue London W10 4DR	Queens Park Community Council objects to this proposal. So far as we can tell the proposed extension has not been set back from the main part of the building. We strongly object to the rooflight to the lean-to roof as it negates any possible effect of the extension being subservient to the main part of the building..	
Ref. No: 22/03041/FULL	Erection of a loft conversion including lowering of first floor ceiling, insertion of new loft stair and insertion of two conservation grade roof lights on the rear roof slope. Including Internal alterations. (Linked with 22/03042/LBC) 100 Fifth Avenue London W10 4DS	Queens Park Community Council is unable to comment on this application owing to its long planning history and our lack of knowledge of its current state..	

22/03129/FULL	Variation of condition 1 of planning permission dated 23rd August 2021 (RN: 21/04731/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 replacement of glazed doors and fixed glazing with bifolding doors and extend part of rear extension. 220 Fernhead Road London W9 3EJ	Queens Park Community Council has no objection to this application.	
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Report To:	Queen's Park Community Council – Place Committee		
Title:	Climate Emergency Report		
Purpose:	For discussion		
Author:	Millie Kent, Project Officer		
Date of Meeting	22 June 2022	Agenda Item	PL 10 – 22/23

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 12th 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 2nd 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:	Shuwanna Aaron, Acting Proper Officer and Millie Kent, Project Officer		
Date of Meeting	22 June 2022	Agenda Item	PL 10 – 22/23

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

Harrow Road Open Space
Any Updates?
Community Clean Ups
May's clean up saw our regular volunteers as well as some new faces take 20 bags of litter off the streets ahead of the summer half term. We also welcomed a group of corporate volunteers from the civil service who spent the morning clearing litter from Bravington, Ashmore, Portnall and South Mozart .
Play Streets
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.
Park Hut
Update on works? Grand Opening -
Selby Square
Any updates?
Garden Clean Up
Climate Emergency

4 Main tasks / issues over the forthcoming period

Harrow Road Open Space
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.
Climate Emergency
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).
Community Clean Ups
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.
Retrofitting of WCC Housing in The Avenues
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.
Play Streets
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.



To all Members of the Place Committee (Councillors John McArdle (Chair), Sandra Bynoe (Vice-chair) Samantha Alleyne, Roger Diamond, Gill Fitzhugh, Emma Sweeney, and Stella 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 21 September 2022

Shuwanna Aaron, Director

16 September 2022

AGENDA

PL 11 22/23	Apologies for absence – to receive and approve any apologies for absence from councillors.
PL 12 22/23	Minute’s Silence – to pause and mark the passing of Her Majesty Queen Elizabeth II.
PL 13 22/23	Declarations of interest - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
PL 14 22/23	Minutes of the previous meetings – to consider for approval the minutes of the Place Committee Meetings held on 22 June 2022 for confirmation and signing as a correct record.
PL 15 22/23	Public session – 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>
PL 16 22/23	Queen’s Park Gardens – to discuss a resident’s request for a coffee stand in Queen’s Park Gardens
PL 17 22/23	Jubilee Community Centre – to receive a report and discuss the progress of the Jubilee Centre Management Committee and potential next steps
PL 18 22/23	Financial Report - to receive a report of current financial position.
PL 19 22/23	Reports from contractors – to receive updates from contractors.
PL 20 22/23	Climate Emergency Working Group – to receive a verbal report from the Climate Emergency Working Group.
PL 21 22/23	Planning Working Group – to receive a report from the Planning Working Group.
PL 22 22/23	Working Groups – to receive reports from the Air Quality and Public & Community Art Working Groups.

PL 23 22/23

Officers' Report - to receive a verbal 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 June 2022

Present: Councillors John McArdle (Chair) Sandra Bynoe (Vice-chair) Samantha Alleyne, Gill Fitzhugh, Emma Sweeney, and Stella Wilson

Also present: Shuwanna Aaron, Acting Director; Millie Kent, Project Officer; Simon Walton, Volunteer

PL 01-21/22 Apologies for absence – No apologies were issued.

PL 02-21/22 Minute's Silence - All present participated in a minute of silence. The Chair of Place Committee thanks Councillor Pond for delivering a wreath on behalf of the Council at a memorial paying tribute to those affected by the tragedy.

PL 03-21/22 Declarations of interest – The Chair of the Place Committee notes a declaration of interest as the Returning Financial Officer.

PL 04-21/22 Minutes of the previous meeting – Cllr Gill Fitzhugh proposes the Minutes, Cllr Wilson Second the proposal.

RESOLVED THAT, the minutes of the meeting held on 23 February 2022 were APPROVED as a correct record and signed by the Chair.

PL 05-21/22 Public session – Simon Walton questions why the forecast column is missing from the financial report.

RESOLVED THAT QPCC would continue to publicise that the consultation was taking place and would encourage residents to participate so that the best possible design could be achieved.

PL 06-21/22 Financial Report – Cllr McArdle gave a report on as RFO explaining that the variance between spend and forecast is relatively small, the precepts has been received after a follow-up with WCC. All other budget lines are expected to go as planned. There has been a slight overspend on the Election budget with funding being pulled from an earmarked reserved. There is also overspend on the Neighbourhood plan where no spend was expected, the spend covered the printing of the neighbourhood plan for the Council's files. Summer Festival plans are going ahead and set to meet the allocated budget. A full report will go to the council in October.

RESOLVED THAT Committee to note that a full report will be sent to the forward planning Committee when available and other Councillors can request a copy. Councillors will be asked to reconcile spending at least quarterly to adhere to the requirements of the standing order following Cllr Lancashire's stepping down from the Council. The report has been NOTED.

PL 07-21/22 Reports from contractors –

Shuwanna confirmed that there are no reports from contractors.

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. A matter of note following the last meeting regards the objection to proposed operational Management Plan for the Jubilee Centre and community involvement. Officers have picked up this conversation with WCC.

Shuwanna provided an update that a number of organisations were invited to join the management committee – representing a range of activities and service providers in the area. The Councillor has been asked to suggest a system of community use. Officers put forward a system based on needs in the community, and flexibility to meet needs which included a suggestion that community usage be allocated to QPCC and the Council would work with local groups to ensure that needs were met. This system was not accepted by WCC due to WCC requirements that the Jubilee site is run through the Everyone Active contractors. There has not been confirmation as yet from WCC/Everyone Active that free community access will be possible.

Councillor Alleyne raises concerns that there has been a relinquishment of the agreement that the Jubilee Centre will be refurbished for and managed by the Community.

Shuwanna notes a pending meeting with Councillor Sanquest to discuss the Jubilee Centre

Councillor McArdle notes that our position on the Jubilee centre is to have genuine Community availability at the Jubilee Centre.

Shuwanna clarifies that conversation with WCC thus far about free access is restricted by concerns about maintaining commercial viability.

Councillor Sweeney points out that an email has been circulated by the Council regarding a mobilisation plan for the Jubilee Centre.

Simon Walton confirms that current planning applications are being responded to as necessary.

RESOLVED THAT the report be NOTED

PL 09-21/22 Working Groups

Air Quality: Ray Lancashire confirms that a new study of air quality will be launched over the weekend and raises that there is a potential to improve the study by also testing particles with additional costs.

Councillor McArdle thanks Ray Lancashire.

Public and Community Arts. The Working Group has not met since the previous meeting of the Committee so has nothing to report. Shuwanna highlighted a request made by a resident to run a play during Black History Month based on the life of Fanny Eaton. Officers are exploring option and have submitted grant application to support the production of the play for a week over Black History Month. The Public and Community Arts working group will be called to discuss the play as a project. Officers are also exploring the potential for another exhibition during Black History Month.

Councillor Alleyne suggests a meeting with A2Dominion to work collaboratively on Black History Month Projects.

Climate Emergency: report will be included in the Officers' report.

RESOLVED THAT the reports be NOTED

PL 10-21/22 Officers' report – Officers provided a verbal report to Council including:

Simon Wilton's request to plant an Elm Tree in recognition of Former Queen's Park Councillor Paul Dimoldenberg service to the community has been actioned and an email was sent to ascertain an appropriate time and date.

Chair of the Council and the action director joined a "walk" organised by Ward Councillor Sanquest with the John Hayden (WCC Divisional Head of Maintenance and Repairs) Laura Jursone (WCC North and West Area Repairs Manager) to discuss urgent repair needs in the Mozart estate including notice, boards, missing tiles, damp, flooding etc) WCC officers have agreed to prioritise stop- gap repairs for the more hazardous issues. Longer term repairs will be addressed in regular meeting to be organised by Councillor Sanquest.

There will be a photo opportunity on Thursday 24th to celebrate the refurbishments made to the hut. Councillor Fitzhugh has raised officers' awareness of further works to be done, officers will meet with Park keepers to discuss before re-initiating conversations with WCC about covering the costs.

Officers are investigating processes to ensure that Community groups can access the Hut in the near future.

Applications have been put in for Street Play on Kilravock and Ashmore Road. Permanent designation of Play Streets has been halted by the Council until further notice due to difficulty coordinating with Highways team. Councillor McAllister is supportive of a permanent designation of Play Street on Ashmore Road.

Play Sessions are planned to take place in Lancefield Gardens. There are concerns about the safety of the fences which was previously raised with WCC by former director Lucie Prior. Officers will raise this with WCC again.

3 successful garden clean days have been held supporting 12 residents to clean up their gardens. Approximately 20 residents are still on the waiting list. Residents have been very appreciative of the work done during the garden clean up and have sent thanks to Officers. Officers are working with Councillor Fitzhugh and volunteers to help residents to sustain their gardens and prevent re-growth of weeds.

There is now a desire for play space in Selby Square. A2 Dominion will be issuing another consultation before taking further action.

Knotweed removal from the allotments behind Harrington court has still not begun. Officers have raised this with Councillor Sanquest and will follow up.

Officers have supported residents on Ashmore, Kilravock and Fifth Avenue to run Street Parties during the Platinum Jubilee Bank holiday and will produce a supplement for the next issue of the Queen's Park Voice.

Progress is being made on the BT garden. Gates need to be put on and Trees still need to be pruned.

WCC has secured GLA funding to support retrofitting of properties in the area. Open meeting will be planned to provide information to residents and address concerns.

Domestic Retrofit

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

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.

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

Community Clean Up

Another successful community clean up was hosted on the 12th 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.

The next Community clean-up is scheduled for the 2nd of April to tie in with the Easter holidays and the Great British Spring Clean.

Other Projects

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.

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

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

Officers are still in talks with A2Dominion regarding a community energy project based at the Beethoven Centre.

RESOLVED THAT the report be NOTED

The meeting concluded at 7.47pm



Signed by.....

Date.....

Councillor John McArdle (Chair of Place Committee)

Minute Ref: PL 01 –10 22/23

Report To:	Queen's Park Community Council – Place Committee		
Title:	Queen's Park Gardens Coffee Stand		
Purpose:	For information and discussion		
Author:	Shuwanna Aaron		
Date of Meeting	21 September 2022	Agenda Item	PL 16-22/23

1 Summary

This report highlights a request from a resident to Westminster City Council to install a coffee stand in the Queen's Park Gardens and considerations for the Council on whether to support the initiative

2 Recommendations

That the Committee discusses the initiatives, highlights any concerns and decides whether to support the initiative.

3 Background and context

A Resident has written to Westminster City Council requesting permission to install a coffee stand in Queen's Park Gardens. WCC have stated that such a request is not usually considered due to various complications. WCC are awaiting a response about whether QPCC supports the initiative and have stated that no action will be taken without first the backing of Community Council and the local Ward Councillors.

The request also has the attention of Queen's Park Ward Councillors, who seem supportive.

Resident's proposal:

- To install a coffee in the Queen's Park Garden, near the Third Avenue entrance. See Appendix A for examples about the proposed structure.
- The resident wishes to have access to a power source but is willing to use a generator if necessary. This area of the park does not currently have access to a power supply and the WCC are dis-encouraging the use of fuel generators in parks.
- The initiative is a for-profit venture to provide refreshments to others using the park, providing an opportunity for residents to get together.
- There are no other provisions of this nature in the area including on the Harrow Road.
- The resident is current exploring other commercial options with particular interests for a location near the Caird Street Development.
- The resident is open to having an installation that leaves the park at the end of the day.

4. Discussion

Does the Committee:

- Feel the initiative will benefit the Queen's Park Garden's and its users?
- Have concerns about a permanent installation in the Queen's Park Gardens?
- Have concerns about the potential safety considerations – vandalism, break and entry etc.
- Does the Committee agree to officially support the initiative in writing to WCC?

Report To:	Queen's Park Community Council – Place Committee		
Title:	Jubilee Community Centre		
Purpose:	For information and discussion		
Author:	Shuwanna Aaron		
Date of Meeting	21 September 2022	Agenda Item	PL 17-22/23

1 Summary

This report provides an update on discussions had with representatives at Westminster City Council regarding the rebuild of the Jubilee community Centre and the development of a Community Management Group at the new centre

2 Recommendations

That the Committee discusses the report and provide guidance to the Proper Officer on a position from the council regarding the various points raised.

3 Background and context

In 2014 - 2015 Queen's Park Community Council opposed the planned demolition of the Jubilee sports centre alongside 6000 residents who signed a petition to prevent the demolition of the Centre. Residents proposed Community ownership of the Centre, with QPCC as the owner. At the time the Council decided against taking ownership of such assets but continued to support the Save the Jubilee's Campaign. In 2021, the Planning Working Group Coordinator objected to the details of the proposed Jubilee Operational Management Plan on the grounds that it did not provide for a Management Committee as set out in the original planning application. Council decided the objection did not go far enough and asked the Director to check the WCC Planning Committee timetable and to write to WCC regarding the establishment of the Planning Committee.

In 2022, the Director supported WCC officers to set up the Management Committee which includes two representatives from the Community Council, a number of representatives from local organisations/groups, Ward Councillors, representatives from WCC and Everyone Active (WCC's leisure centre contractors). Prior to the first meeting of the Management Committee QPCC Director met with WCC officers to discuss Community access to the Jubilee Community Centre – making a case for free access by individuals/ groups an organisation facilitating event, projects and activities for the benefit of the Community. WCC Officers, stated that the commercial viability of the centre was of utmost importance but agreed to discuss the options with Everyone Active. Following this meeting the Director was asked to propose to WCC ideas for a process under which free community access could be facilitated. In order to ensure the system of free access is flexible to the needs of the Community, the director proposed a system whereby the WCC/Everyone active would allocate free Community usage to the Community Council which could then be requested by individuals, groups/organisation running events, activities and projects for community use.

The first meeting of the Management Committee was not well attended by those organisations invited to join the group due to generic emails being used as contacts. No decisions were made in the meeting, expect for the development of a Terms of Reference for the Management Committee. The second meeting of the Management Committee was better

attended as QPCC director contacted organisations to confirm attendance and to update contact information. A TOR was presented at the meeting suggesting a dissolution of the management committee after the establishment of a process under which free community access will be facilitated.

A programme calendar was also presented following the meeting, inviting members of the Management to suggest dates/time that they would like to make use of the free access offer.

Following conversations with MP Karen Buck and Ward Councillors the director has written to Officers as WCC to object on the following grounds:

- **Management Committee:** The dissolution of the Management Committee does not seem to be in line with the agreement made with the community during the Save the Jubilee Campaign. It is widely understood that the management Committee will play a long-term role in the Jubilee Community Centre.
- **The Programme:** The programming limits free usage access to the members of the Management Committee. Whilst some of the organisations on the Committee will benefit from a “home” and programmed access, for others a programmed access system is not fit for purpose. There will also be no free usage access from individuals, new groups or other organisations not on the Management Committee to access free usage of the Community Centre to run event, activities and projects for the benefit of the community. This would particularly be important for individuals/ groups seeking to set up new initiatives with limited funding.

There are also questions about:

- How long the programme is intended to run.
- The process through which community groups/organisations can making amendments to the dates/ times allocated.
- How new groups or organisations could put themselves forward to access the free usage time allocated.
- Where future discussions and decisions about community access will be directed following the dissolution of the management committee.

WCC Officers have provided a response to these concerns:

Management Committee

We think there may have been a misunderstanding about the role of CMG. This group was always intended to help facilitate a discussion with the local community in order to help shape the Programme and establish some clear links to the community once the centre is open, this was agreed given the strength of feeling during the original consultation 10 years ago which myself and our then Director Richard Barker were involved in. As with all of the Council's leisure facilities these are operated under the leisure contract – currently with Everyone Active and as you know we need to balance commercial viability and sustainability as well as meeting community need; there are a full range of concessionary rates (where appropriate) available to community groups and individuals via the ActiveWestminster Card. We are happy in light of your comments to extend the period of the CMG to one year after opening of the new leisure centre to ensure that the group can influence and input to the Programme and receive the best possible offer for community organisations. We propose that the group meets quarterly following the opening of the facility, is this acceptable to you? We haven't received any comments on the Terms of Reference since the last meeting but of course can look to incorporate any amendments that you and Councillors/stakeholders would like to propose. Please could you send over your thoughts?

The Programme

The template we circulated was by no means a way of fixing the Programme for the new leisure centre. We see it very much as an initial tool/blank canvas to help the Council/Everyone Active understand the local demand and help answer some of your more detailed questions above. Once we have a greater idea of the types of activities and timeslots different groups would like to see we can then work with the CMG to set a policy and schedule to take forward an initial Programme of bookings, which of course can be amended and updated once the centre opens. We understand your point about the wider participation and involvement of those not attending the CMG and suggest that you forward this to your local contacts and encourage them to fill in the information where possible. This could include one off events and bookings and wouldn't be restricted to school term time or normal working hours and of course we can look at incorporating grant funding for specific programmes where applicable.

Suggested next steps:

- 1) Shuwanna to circulate the template with a covering note to the wider community and those stakeholders who have not attended the CMG meetings to date asking for input by the end of the month
- 2) For Councillors/stakeholders to suggest any revisions to the ToR in the same timeframe
- 3) Should you feel we need a separate meeting with QPCC/Ward Cllrs following steps 1 & 2 we can arrange accordingly
- 4) Once the above steps have taken place we will set a meeting for mid October with the CMG to discuss the feedback we've received and the updated ToR
- 5) We need to inform Westminster planners that the CMG is in agreement in order for the project to not be delayed and the centre opened
- 6) I can set up a visit for the CMG and Councillors once the building work has finished and prior to formal opening to the community

4. Discussion

Does the Committee:

- Have any concerns about the points raised in response to the objection?
- Agree with the assessment about the intended role of the management Committee as a temporary project to facilitate Community access?
- Agreement with the assessment about the role of the Management Committee?
- Agree a Management Committee that meets quarterly and sits for a year after the Centre opens is:
 - a) Inline with the agreement made with the Community?
 - b) Is suitable/appropriate for the tasks
- Agree that the free access should be limited to the members of the management committee, supplemented by discounted access for other organisations/ groups?
- Does the Committee wish to escalate it's concerns with Ward Councillors and the MP?

5. Considerations

- A long term Management Committee and more flexible system of programme may require additional capacity from Community Council Officers.
- The Community Council's is exploring options for a redesign to our website which will help Officers to facilitate "booking" of the Queen's Park Hut and could be extended to help facilitate a more flexible booking system for the free access allocation at the Jubilee Centre, though this would depend on agreement by WCC/Everyone Active.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Finance Report		
Purpose:	For Information		
Author:	Councillor John McArdle Responsible Finance Officer and Shuwanna Aaron Proper officer		
Date of Meeting	21 September 2022	Agenda Item	PL 18 22/23

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 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with the support and assistance of Director Shuwanna Aaron

3.2 The overall budget for 2022/23 was set by the Council on 19 January 2022 (060 – 21/22) 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	4,105	8,860	12,965

This is a well-established cost centre and the bulk of the expenditure is the contract with HCGA which also covers support for Friends of Queen's Park Gardens and other volunteers. The variance indicated is a result of phasing of invoices, and it is expected that expenditure at the end of the year will be at or near the budget.

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4301	Dog Strategy	4,500	1,385	2,970	4,355
<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>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4305	Park Development	500		500	500
<p>This is primarily for work on the park hut. Most of it was covered by 'donations in kind' but the available funding will be used for fitting out.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4400	Neighbourhood Plan	0	56	0	56
<p>This cost was incurred in obtaining printed copies of the final plan. It was not budgeted for, but has minimal impact on the overall financial position.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4405	Retailers' Support	500	0	500	500
<p>This budget heading was introduced in 2021/22 to provide some support to local retailers as the country emerged from lockdown with changes to shopping patterns. Most support given was in the form of officer time towards reinvigorating the Harrow Road Business Association, and the City Council has now picked up the task of supporting this with the appointment of an administrator. It is anticipated that expenditure will be near budget.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4410	Air Quality	500	130	374	504
<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>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4420	Public & Community Arts	2,000	780	1,200	1,980
This budget is used in support of a number of initiatives and is going to plan.					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4999	Climate Emergency	1,000	299	700	999
This budget is also used in support of a number of initiatives and is going to plan.					

Appendix: Budget Monitoring 2022/23
Aug-22

100	Income	Target	YTD	Year to Come	Fore cast	Variance	%	Notes
1010	Project Income	35,000	3,853	29,158	33,011	1,989	94%	Budget to be met
1076	Precept	168,183	166,518	-	166,518	1,665	99%	Budget to be met
Total Income		203,183	170,371	29,158	199,529	3,654	98%	

101	Staff Costs	Target	YTD	YTC	F/C	Variance	%	Notes
4100	Staff costs	93,559	42,356	56,846	99,202	- 5,643	106%	Budget to be met
4105	Training	1,500	-	1,000	1,000	500	67%	Budget to be met
Total Staff costs		95,059	42,356	57,846	100,202	- 5,143	105%	

102	Adminisrtation	Target	YTD	YTC	F/C	Variance	%	Notes
4101	Councillor allowances	3,000	500	2,250	2,750	250	92%	Budget to be met
4105	Training	1,000	335	500	835	165	84%	Budget to be met
4120	Insurance	1,500	1,588	-	1,588	- 88	106%	Budget to be met
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,200	-	1,125	1,125	75	94%	Budget to be met
4127	Office Maintenance	500	82	450	532	- 32	106%	Budget to be met
4128	Catering	200	-	220	220	- 20	110%	Budget to be met
4130	IT Costs	6,000	2,929	3,900	6,829	- 829	114%	Budget to be met
4132	Stationery & Materials	700	474	280	754	- 54	108%	Budget to be met
4133	Chair's Allowance	75	-	75	75	-	100%	Budget to be met
4135	Tel & post	1,500	846	855	1,701	- 201	113%	Budget to be met
4137	Subscriptions	3,000	35	2,950	2,985	15	100%	Budget to be met
4139	Travel expenses	300	-	300	300	-	100%	Budget to be met
4140	Professional fees	500	114	400	514	- 14	103%	Budget to be met
4142	Audit fees	1,500	187	1,100	1,287	213	86%	Budget to be met
Total Administration		33,077	19,821	17,471	37,292	- 4,215	113%	

4144	Bank charges	102	43	66	109	-	7	107%	Budget to be met
4150	Elections costs	2,000	2,688	3,000	5,688	-	3,688	284%	EMR to be added

Total Administration 33,077 19,821 17,471 37,292 - 4,215 113%

201	Communications	Target	YTD	YTC	F/C	Variance	%	Notes
4110	Website	2,500	940	1,600	2,540	- 40	102%	Budget to be met
4200	Queens Park Voice	4,500	2,382	3,160	5,542	- 1,042	123%	Depends on planned e
4236	Marketing	500	235	250	485	15	97%	Budget to be met

Total Communications 7,500 3,557 - 8,567 - 1,067 114%

301	Place Committee	Target	YTD	YTC	F/C	Variance	%	Notes
4300	Community Gardening	17,500	4,105	8,860	12,965	4,535	74%	Budget to be met
4301	Dog Strategy	4,500	1,385	2,970	4,355	145	97%	Budget to be met
4305	Park Development	500	-	500	500	-	100%	Budget to be met
4400	Neighbourhood Plan	-	56	-	56	- 56	N/A	Small unbudgetted spend
4405	Retailers' Support	500	-	500	500	-	100%	Budget to be met
4410	Air Quality	500	130	374	504	- 4	101%	Budget to be met
4420	Public & Community Arts	2,000	780	1,200	1,980	20	99%	Budget to be met
4999	Climate Emergency	1,000	299	700	999	1	100%	Budget to be met

Total Place Committee 26,500 6,755 15,104 21,859 4,641 82%

401	Events	Target	YTD	YTC	F/C	Variance	%	Notes
1410	Income Summer Festival	10,000	-	10,000	10,000	-	100%	Budget to be met
1411	Income Fireworks	7,500	-	7,500	7,500	-	100%	Budget to be met
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	Budget to be met
4201	Events Administration	9,300	4,680	3,870	8,550	750	92%	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	17,000	12,421	4,500	16,921	79	100%	Budget to be met

Events Expenditure 39,600 17,101 21,670 38,771 829 98%

4220	Fireworks	10,000	-	10,000	10,000	-	100%	Budget to be met
	Events Income	19,000	-	19,000	19,000	-	100%	

Events Expenditure 39,600 17,101 21,670 38,771 829 98%

501	People Committee	Target	YTD	YTC	F/C	Variance	%	Notes
4107	Community engagement	2,000	637	1,550	2,187	- 187	109%	Budget to be met
4129	Volunteer Development	1,600	280	1,300	1,580	20	99%	Budget to be met
4425	Social Inclusion	400	634	300	934	- 534	234%	Budget to be met
4430	Children & Young People	6,000	7,411	4,500	11,911	- 5,911	199%	To draw from EMR

Total People Committee 10,000 8,962 7,650 16,612 - 6,612 166%

601	Grants	Target	YTD	YTC	F/C	Variance	%	Notes
4134	Community Grants	31,900	10,350	25,000	35,350	- 3,450	111%	Budget to be met
4136	Pop Up Fund	2,000	400	1,200	1,600	400	80%	Budget to be met
4138	Special Grants	25,000	24,998	-	24,998	2	100%	Budget to be met

Total Grants 58,900 35,748 26,200 61,948 - 3,048 105%

		YTD	YTC	F/C	Variance	%
Grand Total Income	222,183	172,554	29,158	218,529	3,654	98%
Grand Total Expenditure	270,636	136,099	145,941	285,251	- 14,615	105%

** Find this file in Citrix under Finance/BUDGET*

Detailed Receipts & Payments by Budget Heading 02/09/2022

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> Income							
1010 Project Income	3,853	35,000	31,147			11.0%	
1076 Precept	166,518	168,183	1,665			99.0%	
<u>101</u> Staff costs							
4100 Staff costs	(42,356)	(93,559)	51,203		51,203	45.3%	
4105 Training	0	(1,500)	1,500		1,500	0.0%	
<u>102</u> Administration							
4101 Councillor allowances	(500)	(3,000)	2,500		2,500	16.7%	
4105 Training	(333)	(1,000)	667		667	33.3%	
4120 Insurance	(1,588)	(1,500)	(88)		(88)	105.9%	
4125 Office Rent	(10,000)	(10,000)	0		0	100.0%	
4126 Room Bookings	0	(1,200)	1,200		1,200	0.0%	
4127 Office maintenance/relocation	(82)	(500)	418		418	16.4%	
4128 Catering	0	(200)	200		200	0.0%	
4130 IT - hosting, computers, email	(2,929)	(6,000)	3,071		3,071	48.8%	
4132 Stationery & Materials	(474)	(700)	226		226	67.7%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(846)	(1,500)	654		654	56.4%	
4137 Subscriptions	(35)	(3,000)	2,965		2,965	1.2%	
4139 Travel expenses	191	(300)	491		491	(63.8%)	
4140 Professional fees	(114)	(500)	386		386	22.8%	
4142 Audit fees	(187)	(1,500)	1,313		1,313	12.5%	
4144 Bank charges	(43)	(102)	60		60	41.7%	
4150 Elections costs	(2,688)	(7,278)	4,591		4,591	36.9%	
<u>201</u> Communications							
4110 Website	(940)	(2,500)	1,560		1,560	37.6%	
4200 Queens Park Voice	(2,382)	(4,500)	2,118		2,118	52.9%	
4236 Marketing	(235)	(500)	265		265	46.9%	
<u>301</u> Place							
4300 Community Gardening	(4,105)	(17,500)	13,395		13,395	23.5%	
4301 Dog Strategy	(1,385)	(4,500)	3,115		3,115	30.8%	
4305 Park Development	0	(500)	500		500	0.0%	
4400 Neighbourhood Plan	(56)	0	(56)		(56)	0.0%	
4405 Retailers' Support	0	(500)	500		500	0.0%	
4410 Air Quality	(130)	(500)	370		370	26.1%	
4420 Public & Community Arts	(780)	(2,000)	1,220		1,220	39.0%	
4999 Climate Emergency	(299)	(1,000)	701		701	29.9%	
<u>401</u> Events							
1410 Income Summer Festival	0	10,000	10,000			0.0%	

Detailed Receipts & Payments by Budget Heading 02/09/2022

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	0	7,500	7,500			0.0%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
4201 Events Administration	(4,680)	(9,300)	4,620		4,620	50.3%	
4205 Winter Fair	0	(3,200)	3,200		3,200	0.0%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(12,421)	(17,000)	4,579		4,579	73.1%	
4220 Fireworks	0	(10,000)	10,000		10,000	0.0%	
501 People							
4107 Community engagement	(637)	(2,000)	1,363		1,363	31.8%	
4129 Volunteer Development	(280)	(1,600)	1,320		1,320	17.5%	
4425 Social Inclusion	(634)	(400)	(234)		(234)	158.6%	
4430 Children & Young People	(7,411)	(10,568)	3,157		3,157	70.1%	4,645
601 Grants							
4134 Community Grants	(10,350)	(45,806)	35,456		35,456	22.6%	10,350
4136 Pop Up Fund	(400)	(2,000)	1,600		1,600	20.0%	
4138 Special Grants	(24,998)	(25,000)	2		2	100.0%	
999 VAT data							
115 VAT refund	2,183	0	(2,183)			0.0%	
515 VAT on Payment	(1,799)	0	(1,799)		(1,799)	0.0%	
Grand Totals:- Receipts	172,554	222,183	49,629			77.7%	
Payments	135,905	294,388	158,483	0	158,483	46.2%	
Net Receipts over Payments	36,649	(72,205)	(108,854)				
plus Transfer From EMR	14,995						
Movement to/(from) Gen Reserve	51,643						



Report To:	Queen's Park Community Council – Place Committee		
Title:	Community Gardening		
Purpose:	To note		
Author:	Cathy Maund		
Date of Meeting	21 ST September 2022	Agenda Item	19 - 22/23

1. Contract

We attended a meeting with John and Shuwanna where the contract for services was reviewed and a new contract has now been signed

Community gardening session

Volunteer hours for 1 July - 31 August = 62

Throughout the summer months we continued to provide our weekly 2 hour community gardening sessions in the Rose Garden between 10am-12 noon.

July and August 2022 have presented exceptional challenges for the garden and volunteers working in it with two heat waves, a drought and the introduction of a hose pipe ban. We have concentrated on endeavouring to maintain the health and life of new plantings and edibles, in addition to keeping on top of weeding, watering key plants and mulching. A number of plants have suffered in the extreme weather conditions. We are currently identifying and collating details of the plants that have shown resilience to the extreme heat and drought which will inform future plantings.

2. Working with St Marylebone School

Our work with Year 10 students joining us in the Rose Garden for gardening during community gardening sessions continued until the end of the academic year in July.

3. Queens Park in Bloom 2022

Our community judges delivered over 250 certificates to residents and tree pits across the ward this year. Certificates were also awarded to local organisations for their floral displays including hostels supporting people experiencing homelessness and mental ill-health, churches and the local community centre. Over 80 residents collected their plant prizes at our stall at the Queens Park Summer Festival on 6 August.

We will be declaring the overall street winner in September and providing a plaque to display in the winning street.

4. Summer nature based family activities

We delivered 5 x 2 hour family activity sessions in the park during the school summer holidays on Thursday afternoons between 2-4pm. We engaged with 85 children and carers and provided a range of nature based activities including a Butterfly hunt, floral crown making, seed ball making, wildflower seed sowing, plant identification and fruit picking in the community orchard.

5. Corporate group work

We have organised a corporate group event on 29 September to undertake key tasks clearing areas of the Rose Garden in preparation for autumn/winter work to restore damage from the summers extreme weather.

6. Professional Tour

We run regular Professional Tours and any councillors /other staff would be very welcome to attend

15th September <https://www.eventbrite.co.uk/myevent?eid=399438951657>

or

20th October <https://www.eventbrite.co.uk/myevent?eid=399439814237>

Report To:	Queen's Park Community Council – Place Committee		
Title:	Planning Working Group Report		
Purpose:	For Information		
Author:	Councillor John McArdle – Planning Working Group Coordinator		
Date of Meeting	21 September 2022	Agenda Item	PL 20 – 22/23

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. Because of the large number of applications processed the main focus is on those where the Community Council has been formally consulted.

4 Future Plans

- 4.1 To help deal with the volume of work in this area, and to progress the actions flowing from the adopted Neighbourhood Plan, it is proposed to expand and strengthen this Working Group, and a campaign will be launched later in the year using Queen's Park Voice and our social media. It is appropriate also to pay tribute to volunteer Simon Walton who has been, and continues to be, the workhorse of this Group.

Ref No	Proposal	Summary	Decision
22/00015/FULL	Erection of rear dormer and formation of 2 skylights to front roof slope, associated with loft conversion. 166C Bravington Road London W9 3AP	Queens Park Community Council wishes to object to this proposal. The height of the dormer windows looks excessive and we feel that they will dominate the surrounding area. There appear to be few dimensions quoted and the Heritage Statements, repeated several times under varying titles, do not appear to add much to the planning request.	Refused.
22/00208/FULL	Replacement of three UPVC windows. - 29 First Avenue Lond	Queens Park Community Council wishes to object to this application on the following grounds:- The drawings of the proposed windows are for some windows in Peach Road and we do not understand how it is possible to apply for the wrong property. We are not sufficiently knowledgeable to comment on the proposed new windows and defer to Officers' skills in determining whether the glazing bars are correct as regards heritage and whether the air gap is sufficiently small to be acceptable in the circumstances	
22/01108/CLEUD	Conversion of Flat C to three flats, (two x 2 Bed and 1 x studio) Flat A 239 Portnall Road London W9 3BL	Queen's Park Community Council objects to this application as it is unable to establish exactly what has changed as several of the drawings do NOT show what has been changed and therefore what is being applied for.	Refused.

22/01959/FULL	Erection of single-storey infill extension and formation of window to rear at lower ground floor level. 46A Lydford Road London W9 3LX	Queen's Park Community Council has no objection to this application.	Permitted
22/02968/FULL	Erection of rear dormer, formation of rooflights to front and enlargement of second floor window. Second Floor 107 Bravington Road London W9 3AS	Queen's Park Community Council has no objection to this application.	Permitted
22/03138/FULL	Construction of two residential units within the existing roof space including the insertion of rooflights, rear dormers and terrace. 302 Kilburn Lane London W9 3EF	Queen's Park Community Council has no objection to this application.	Permitted
22/03554/LBC	External and internal refurbishment including 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, new paving and railings to the rear and amendments to the fenestration and external doors to enable the use of the site as a continued Class E use. [amendments to application referenced 21/06888/LBC] White Building 555 Harrow Road London	Queen's Park Community Council has no objection to this application.	
22/03574/FULL	Reconfiguration of six existing residential units at first and second floor from 1 x studio; 4 x 1-bed units and 1 x 2-bed unit to 2 x 1-bed units; 2 x 2-bed units and 2 x 3-bed units. - 302 Kilburn Lane London W9 3EF	Queen's Park Community Council has no objection to this application.	Permitted

22/03889/FULL	Single storey ground floor rear infill extension with new rooflights and doors to rear garden, loft conversion to include ensuite bedroom and three rooflights skylight to rear roof, new rooflight to outrigger roof, upgrade existing windows to double glazed timber sash windows, installation of solar panels. 114 Oliphant Street London W10 4EB	Queens Park Community Council objects to this proposal. The side return infill appears to not be set back from the main extension of the house. While we accept a certain amount of rooflight installation we feel that the current proposals, together with the solar panels, are excessive and spoil the view from the opposite properties. We are not sufficiently knowledgeable to comment on the proposed new windows. There seems to be very little detail about the back garden and we feel that it should not be entirely hard standing.	Refused.
22/03996/LBC	Display of internally illuminated fascia sign measuring, 2 totem signs; a non-illuminated fascia sign at Kensal House; a non-illuminated fascia sign at rear of Kensal House; a non-illuminated fascia sign plaque at pedestrian entrance and 2 a non-illuminated fascia sign plaques at vehicle egress (linked to 22/03995/ADV) White Building 555 Harrow Road London W10 4RH	Queen's Park Community Council has no objection to this application.	Permitted

22/04162/FULL	Erection of a single storey side return and rear extension at ground floor level, plus formation of side gate to boundary wall. Ground Floor 10 Fourth Avenue London W10 4QS	Queens Park Community Council objects to this proposal on the following grounds:- The Steel framed crittall windows to kitchen and bathroom are not in keeping with the rest of the house nor with other properties on the estate. We do not support the large and domineering extension into the garden and it is far too high. We are not at all sure about the living roof which will detract from the lightness of the side infill.	Permitted
22/04198/FULL	Erection of single storey infill extension to rear. (Linked with 22/04199/LBC) 147 Fifth Avenue London W10 4DT	Queen's Park Community Council has no objection to this application.	
22/05210	Installation of 3 roof lights to rear roof slope and 1 roof light to rear lean-to roof. 10 Marne Street London W10 4JE	Queen's Park Community Council has no objection to this application.	

Queen's Park Community Council Emissions

Calculation 21/22



Photo Credit: Ray Lancashire 2021

September 2022

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Summary

Queen's Park Community Council (QPCC) released an estimated 0.615 tonnes of carbon dioxide equivalents (t CO_{2e}) from the 1st April 2021 to 31st March 2022. This was a 19% decrease from the base year emissions (calculated for the 19/20 municipal year). Direct (scope 1) emissions accounted for 0% of reported emissions. Indirect emissions resulting from the purchase of energy (scope 2) accounted for 100% of reported emissions. Other indirect emissions (scope 3) accounted for 0% of reported emissions; scope 3 emissions were not quantified in this audit due to reporting boundaries.

The council purchased 5 tonnes of verified international carbon credits through Forest Carbon making net emissions below zero for the 21/22 year.

Context

In February 2020 the council declared a climate emergency and committed to the ambitious target of achieving net-zero greenhouse gas (GHG) emissions for council operations by May 2022¹. This target was later updated to include a target to reach net zero for the ward as a whole by 2040. The parish's principal council, Westminster City Council (WCC), has also declared a climate emergency and committed to becoming a carbon neutral council by 2030 and city by 2040².

The council's first environmental audit was completed in 2021 and set out a number of recommendations. Including the completion of a yearly emissions calculation and development of an environmental policy. The environmental policy was adopted by the council at the May annual meeting (agenda item 014–22/23).

The council operates a small operation, with three members of staff working a total of 2 full-time equivalents (FTE) between them. For events the council uses the contractor, Happy Lizzy Event Planning³, who ran a number of events on behalf of the council during the reporting period.

¹ [Queen's Park Parish Declares Climate Emergency](#)

² [Westminster City Council — Climate Emergency](#)

³ [Happy Lizzy Event Planning](#)

Greenhouse Gas Inventory

Methodology

The GHG inventory is reported in accordance with ISO Standard 14064-1 (2018): *Specification with guidance at the organization level for quantification and reporting of greenhouse gas emissions and removals*⁴.

The core principles of the ISO 14064-1 (2018) standard are:

- **Relevance** - Select the GHG sources, GHG sinks, GHG reservoirs, data and methodologies appropriate to the needs of the intended user.
- **Completeness** - Include all relevant GHG emissions and removals.
- **Consistency** - Enable meaningful comparisons in GHG-related information.
- **Accuracy** - Reduce bias and uncertainties as far as is practical.
- **Transparency** - Disclose sufficient and appropriate GHG-related information to allow intended users to make decisions with reasonable confidence.

Since direct measurement is not always practical, GHG emissions are quantified using a calculation based on GHG activity (eg. electricity consumption) multiplied by GHG conversion factors as published by the Department for Business, Energy & Industrial Strategy (BEIS)⁵.

All GHG emissions are converted into units of carbon dioxide equivalents (CO_{2e}) based on their global warming potential (GWP) as published by the IPCC⁶ for consistency.

$$\text{GHG Emission (CO}_{2e}\text{)} = \text{Activity Data (kWh)} \times \text{Conversion Factor}$$

⁴ See Appendix 1 - ISO 14064-1 International Standard

⁵ See Appendix 2 - BEIS Conversion Factors 2021

⁶ [Global Warming Potentials \(IPCC Second Assessment Report\)](#)

Base Year

The 2019/20 municipal year, 1st April 2019 to 31st March 2020, was agreed upon as the base year for quantifying GHG emissions. This was the most recent year before the disruption to the activities of the council from the Covid-19 pandemic. If the council undergoes any major structural or operational changes the base year should be updated to reflect this.

Emissions were calculated to be 0.76 tonnes of carbon dioxide equivalents (t CO_{2e}) for the base year reporting period⁷.

Organisational Boundaries

Organisational boundaries are used to determine how GHG emissions are accounted. Organisations can choose to account their GHG emissions based on three different approaches⁸:

- **Equity share** - an organisation accounts for its portion GHG emissions and removals of assets in which it has equity in.
- **Financial control** - an organisation accounts for all GHG emissions and removals over which it has financial control.
- **Operational control** - an organisation accounts for all GHG emissions and removals over which it has operational control.

QPCC does not have equity in any assets with associated GHG emissions, meaning the equity share approach is not appropriate for the intended use of this report. As such QPCC will report the GHG emissions over which it has financial and operational control.

⁷ See Appendix 3 - QPCC Environmental Audit and Base Year Calculation

⁸ See Appendix 1

GHG Emissions and Removals

Emissions

Scope 1

Direct emissions from activities owned or controlled by the council. As the council neither owns nor controls any assets with associated emissions it's direct scope 1 emissions are zero.

Scope 1 emissions (t CO_{2e}) 0

Scope 2

The emissions associated with the purchase of electricity and heat, from the operation of the council's office in the Beethoven Centre. Gas and electricity consumption figures for the reporting period were provided by A2Dominion and are detailed in Appendix 4⁹.

The council's proportion of this consumption was estimated using the percentage of the floor total area of the Beethoven Centre that is occupied by QPCC. Total area of the Beethoven Centre was given as 1032 square metres in the 2019 EPC¹⁰ and the QPCC office area is 18 square metres.

$$\text{QPCC Energy Consumption (kWh)} = \text{Beethoven Centre Consumption (kWh)} \times (18/1032)$$

Details of these calculations can be seen in Appendix 5¹¹.

Scope 2 emissions (t CO_{2e}) 0.6149

Scope 3

Any other indirect emissions that arise as a result of the council's actions but over which the council has neither financial nor operational control. This includes the emissions of contractors and subcontractors when delivering on projects or events commissioned by the council. As well as the

⁹ See Appendix 4 - Beethoven Community Centre Gas & Electricity Consumption 2021-22

¹⁰ [2019 EPC for the Beethoven Centre](#)

¹¹ See Appendix 5 - Emissions Calculation for 2021-22

GHG emissions released in the production of any goods purchased by the council or their contractors on their behalf.

The ISO 146004-1 (2018) standard allows for the omission of indirect emissions where they are either too costly or impractical to quantify¹². Due to the limited resources available to the council, scope 3 emissions were not quantified for this report. This is not to say there are none, it is likely that these make up a large proportion of the GHG emissions associated with the council and every effort must be made to minimise these even without quantification

Scope 3 emissions (t CO_{2e})

0

Removals

The council has purchased certified carbon credits from Forest Carbon¹³ to compensate against its footprint for the 2021/2022 municipal year through both UK & International NBS projects.

- **Woodland Carbon Code & Peatland Code (UK) – Doddington North, Gameshope Loch, Corriechuillie, Tom's Wood – 5 tonnes CO_{2e}**

UK projects are certified using either the UK Woodland Carbon Code or Peatland Code, for new woodland creation and peatland restoration. When supporting these projects 'Pending Issuance Units' (PIUs) are issued. PIUs represent a future carbon reduction that will convert into a verified Woodland or Peatland Unit as the trees grow and sequester carbon over the lifetime of the project (over 100 years).

As they represent future carbon savings, these projects cannot be used to 'offset' carbon emissions and as such are not certifiable GHG removals. QPCC decided it was important

¹² See Appendix 1

¹³ Appendix 6 - certificates of VCS credit retirement.

- **VCS & Plan Vivo (International) – Conservation Coast, Nii Kaniti, Forestel el Arriero, Cochabamba – 5 tonnes CO_{2e}**

International projects are certified by the Verified Carbon Standard (VCS) who issue Verified Carbon Units (VCUs) for every tonne of carbon dioxide which is removed from the atmosphere. These units represent removals which have already taken place and can be quantified as green house gas removals in our emissions calculation and used to offset our emissions.

GHG removals (t CO_{2e})

5

Recommendations

A number of recommendations were made in the initial Environmental Audit commissioned in 2021.

Their progress is indicated below:

- Actioned - complete
- Actioned - in progress
- No action taken

Policy and Environmental Management

- Recommend that the council note the audit and commit to working on priority recommendations.*
- Officers to draft an environmental policy to be adopted by Full Council.*
- Officers to ensure that an annual environmental review is undertaken and presented to the council, including progress on any recommendations and an emissions comparison with the benchmark set out in this report.*
- All job descriptions to be amended in consultation with staff to include the responsibility to work towards the council's goal of net-zero emissions by 2022.*

- The Neighbourhood Plan to be revisited to include policies which facilitate a Net Zero

Queen's Park.

- Investigate and encourage (through funding or otherwise) local proposals for carbon offset that the council can invest in to offset their residual emissions.*

- Include a 'Net Zero Queen's Park Community Council' section on the website where residents can access information on what action the council has taken to reduce their carbon emissions and what residents can do to reduce theirs..*

- Launch a Net Zero Queen's Park Day to facilitate community engagement around the issue and encourage local partnerships.

Office Use

- Lobby the Beethoven Centre to switch to a renewable energy tariff.

- Lobby the Beethoven Centre to undertake an environmental audit of the premises and support them in implementing any recommendations to improve the energy efficiency and move towards decarbonisation.*

- Switch all internal printing to 100% post-consumer waste recycled paper. Publicise this change to encourage local businesses and residents to do the same.*

Procurement

- Any future contracts to include a stipulation that the contractor is working towards net neutrality with suppliers to be ISO 146001 accredited.*

- Request that all external printing is done on 100% post-consumer waste recycled paper.

Events

- Ensure there are always inexpensive low carbon alternatives to food and drink provision and ensure these are signposted with information about the associated emissions.*

- Avoid using disposable plates, cups and cutlery by subsidising discounts from caterers for customers that bring their own.*

- Any printing to be done on 100% post-consumer waste recycled paper.*

- Events committee to review future events in consultation with the Climate Emergency Working Group on new plans/Ensure one member of the Climate Emergency Working Group is present for the review and planning of future events.

- Host stalls which focus on repairing and upcycling.

- Events contractors to quantify emissions associated with council run events using an emissions calculator such as the one launched by BP Target Neutral¹⁴.*

- Events contractors to commit to minimising associated emissions as much as possible by May 2022. Any residual emissions after this date to be offset through the purchase of regulated carbon offsets. QPCC to contribute 50% of any offset costs.*

Open Spaces

- Consult with Friends of Queen's Park Gardens, Hammersmith Community Gardens Association and Westminster City Council to develop a biodiversity plan for open spaces in the ward.

- Develop ideas for maximising the use of blank green spaces (maintained lawns) across the ward to increase carbon sequestration and biodiversity.

¹⁴ [Events | Calculate and offset your emissions | bp Target Neutral](#)



To all Members of the Place Committee (Councillors John McArdle (Chair), Sandra Bynoe (Vice-chair) Samantha Alleyne, Roger Diamond, Gill Fitzhugh, Emma Sweeney, and Stella 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 November 2022

Shuwanna Aaron, Director

17 November 2022

AGENDA

PL 24 22/23	Apologies for absence – to receive and approve any apologies for absence from councillors.
PL 25 22/23	Declarations of interest - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
PL 26 22/23	Minutes of the previous meetings – to consider for approval the minutes of the Place Committee Meetings held on 21 September 2022 for confirmation and signing as a correct record.
PL 27 22/23	Public session – 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>
PL 28 22/23	Financial Report – to receive a report of current financial position.
PL 29 22/23	Reports from contractors – to receive updates from contractors.
PL 30 22/23	Planning Working Group – to receive a report from the Planning Working Group.
PL 31 22/23	Working Groups – to receive reports from the Air Quality and Public & Community Art Working Groups.
PL 32 22/23	Chair’s Report - to receive a verbal report from the Chair.
PL 33 22/23	Officers’ Report - to receive a verbal report from the Officers.
AOB	Latest Crime Figures Retrofitting Presentation from WCC

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held in the Beethoven Centre
at 6 pm on Wednesday 21 September 2022

Present: Cllrs. Bynoe, Fitzhugh and Sweeney.

Also present: Shuwanna Aaron, Acting Director; Simon Walton, Volunteer, Ray Lancashire, Volunteer, Millie Kent, Project Officer

PL 11-22/23 Apologies for absence – Cllrs. Alleyne, McArdle and Cllr Diamond have issued apologies.

PL 12-22/23 Minute's Silence - All present participated in a minute of silence to mark the passing of Queen Elizabeth II.

PL 13-22/23 Declarations of interest – no declarations of interests were issued.

PL 14-22/23 Minutes of the previous meeting – Cllr Gill Fitzhugh proposes the Minutes, Cllr Sweeney Second the proposal.

RESOLVED THAT, the minutes of the meeting held on 22 June were APPROVED as a correct record and signed by the Vice-Chair, Cllr Bynoe.

PL 15-21/22 Public session – No questions were posed.

PL 16-22/23 Queen's Park Gardens – The Director introduced the written report circulated, council discussed the resident's proposal.

RESOLVED THAT, the director should write to the Parks team outlining the Council's views as below:

- General support for a provision of coffee and other refreshments in the Queen's Park Gardens as it can add value for park users. There are however, concerns that financial viability for this business (given footfall at the location) may mean products costs more and will become inaccessible to large sections of the community.
- Council is more inclined to support a mobile structure (which preferably leaves the park at night)
- Council is supportive of the potential location being near the Third Avenue entrance but due to the size of the park would be reluctant to support additional structures such as a gazebo, or tables or chairs as part of the offer.

PL 17- 22/23 Jubilee Community Centre – The Director introduced the written report circulated and council discussed the recommendations.

RESOLVED THAT, the director should write to the Parks team outlining the Committee's views as below:

- The Committee's understanding is that the agreement for a Management Group was made with the intention that the group would play a long-term role establishing and maintaining clear links with the community. As such, the Committee would like to see ToR for the CMG

amended that reflect a long-term role. The feeling is that this is particularly important to ensure that the balance between commercial viability and community need is maintained.

- Committee are concerned that the process of how non-members of the CMG will have access to the free usage allocation remains unclear. Currently the Committee view is that the Community Council is better positioned to facilitate the flexible local engagement needed to ensure that the free usage allocation is best utilised to meet the local needs; and would like to see ideas for this explored.
- The Committee would like to organise a meeting with Councillors (QPCC and Ward) and potentially the MP in order to come to a shared understanding of the purpose of the CMG and to discuss the proposals for facilitation of free access.

PL 18-22/23 Financial Report – the chair outlined that the Financial report has been circulated for the committee to note.

RESOLVED THAT the report be noted.

PL 19-22/23 Reports from contractors – A report from HCGA was circulated with the Meeting's Papers. Crissie Chambers (Canine Culture) submitted a report highlighting:

- Ongoing discussion regarding splitting the Dog run as a measure of addressing ongoing issues of health and safety and concerns from local dog owners that smaller dogs are at risk when bigger or certain breeds of dogs are using the run.
- Continued weekly patrols with Nuno Reis, observing and educating dog owners on areas that dogs should by law be on leads and about the findable offence of not picking up dog fouling.
- Increased number of patrols during the summer months and hot weather where there was an increase in dogs off lead in the football areas, wildlife gardens and other public places.
- Overall off lead dogs decreased
- Dog classes were carried out in May and June including a former labradorite and a few small breeds.
- The success of the Queen's Park Dog show 2022, where there was a great turnout from residents.
- was amazing.
- Plan to host a 'Coffee and Cake' morning as part of Silver Sunday celebrations at the Queens Park library, providing support and advice for owners.

Councillors asked questions about the potential impact of splitting the Dog run and identified general support for the project if it is deemed a positive solution by local owners.

RESOLVED THAT the report be noted.

20-22/23 Climate Emergency Working Group – A written report on the Council's emissions was prepared by the Climate Emergency Working Group and was circulated. The Project Officer outlined the report's main point.

RESOLVED THAT the report be noted.

21-22/23 Planning Working Group

The Director outlined that a written report of the Planning working group was circulated to be noted by the Committee. Simon Walton outlined the current difficulty he is experiencing undertaking the administrative tasks of the planning working group and called for the council to seek additional volunteer support.

RESOLVED THAT the report be noted.

PL 22-22/23 Working Groups

The Director informed the Committee that reports from the working groups have been circulated as part of the Officer's report.

RESOLVED THAT the reports be NOTED

PL 23-22/23 Officers' report – The Director introduced the written report which was circulated as part of the meeting's papers and highlighted the key points of the report.

The meeting concluded at 7.52pm

Signed by.....

Date.....

Councillor John McArdle (Chair of Place Committee)
22/23

Minute Ref:PL11-23

Report To:	Queen's Park Community Council – Place Committee		
Title:	Finance Report		
Purpose:	For Information		
Author:	Councillor John McArdle Responsible Finance Officer and Shuwanna Aaron Proper officer		
Date of Meeting	23 November 2022	Agenda Item	PL 28 22/23

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 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with the support and assistance of Director Shuwanna Aaron

3.2 The overall budget for 2022/23 was set by the Council on 19 January 2022 (060 – 21/22) 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	8,124	8,430	16,554
<p>This is a well-established cost centre and the bulk of the expenditure is the contract with HCGA which also covers support for Friends of Queen's Park Gardens and other volunteers. It is expected that expenditure at the end of the year will be at or near the budget.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4301	Dog Strategy	4,500	2,615	2,130	4,745
<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>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4305	Park Development	500		500	500
<p>This is primarily for work on the park hut. Most of it was covered by 'donations in kind' but the available funding will be used for fitting out.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4400	Neighbourhood Plan	0	56	0	56
<p>This cost was incurred in obtaining printed copies of the final plan. It was not budgeted for, but has minimal impact on the overall financial position.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4405	Retailers' Support	500	0	500	500
<p>This budget heading was introduced in 2021/22 to provide some support to local retailers as the country emerged from lockdown with changes to shopping patterns. Most support given was in the form of officer time towards reinvigorating the Harrow Road Business Association, and the City Council has now picked up the task of supporting this with the appointment of an administrator. It is anticipated that expenditure will be near budget.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4410	Air Quality	500	130	130	260
<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 anticipated that there will be another round of monitoring in the winter, but that the budget will be slightly underspent.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4420	Public & Community Arts	2,000	1,530	600	2,130
This budget is used in support of a number of initiatives and is projected to be slightly overspent.					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4999	Climate Emergency	1,000	1,046	-	1,046
This budget is used in support of a number of initiatives and is projected to be slightly overspent.					

Appendix: Budget Monitoring 2022/23
Oct-22

100	Income	Target	YTD	Year to Come	Fore cast	Variance	%	Notes
1010	Project Income	35,000	3,853	22,658	26,511	8,489	76%	Possible shortfall
1076	Precept	168,183	166,518	-	166,518	1,665	99%	Budget to be met
	Total Income	203,183	170,371	22,658	193,029	10,154	95%	

101	Staff Costs	Target	YTD	YTC	F/C	Variance	%	Notes
4100	Staff costs	93,559	55,471	32,240	87,711	5,848	94%	Budget to be met
4105	Training	1,500	-	1,000	1,000	500	67%	Budget to be met
	Total Staff costs	95,059	55,471	33,240	88,711	6,348	93%	

102	Adminisrtation	Target	YTD	YTC	F/C	Variance	%	Notes
4101	Councillor allowances	3,000	500	2,250	2,750	250	92%	Budget to be met
4105	Training	1,000	333	500	833	167	83%	Budget to be met
4120	Insurance	1,500	1,588	-	1,588	- 88	106%	Budget to be met
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,200	586	650	1,236	- 36	103%	Budget to be met
4127	Office Maintenance	500	82	450	532	- 32	106%	Budget to be met
4128	Catering	200	-	140	140	60	70%	Budget to be met
4130	IT Costs	6,000	3,744	2,900	6,644	- 644	111%	Budget to be met
4132	Stationery & Materials	700	572	-	572	128	82%	Slight overspend
4133	Chair's Allowance	75	-	75	75	-	100%	Budget to be met
4135	Tel & post	1,500	1,046	75	1,121	379	75%	Budget to be met
4137	Subscriptions	3,000	35	-	35	2,965	1%	Budget to be met
4139	Travel expenses	300	- 191	300	109	191	36%	Underspend likely
4140	Professional fees	500	114	-	114	386	23%	Underspend likely
4142	Audit fees	1,500	1,019	-	1,019	481	68%	Underspend likely
4144	Bank charges	102	60	43	103	- 1	100%	Budget to be met
4150	Elections costs	7,278	2,688	3,000	5,688	1,590	78%	EMR to be added
	Total Administration	38,355	22,176	10,383	32,559	5,797	85%	

201	Communications	Target	YTD	YTC	F/C	Variance	%	Notes
4110	Website	2,500	940	250	1,190	1,310	48%	Budget to be met
4200	Queens Park Voice	4,500	2,382	2,860	5,242	- 742	116%	Possible overspend
4236	Marketing	500	257	250	507	- 7	101%	Budget to be met
Total Communications		7,500	3,579	-	6,939	561	93%	

301	Place Committee	Target	YTD	YTC	F/C	Variance	%	Notes
4300	Community Gardening	17,500	8,124	8,430	16,554	946	95%	Budget to be met
4301	Dog Strategy	4,500	2,615	2,130	4,745	- 245	105%	Budget to be met
4305	Park Development	500	-	500	500	-	100%	Budget to be met
4400	Neighbourhood Plan	-	56	-	56	- 56	N/A	Small overspend
4405	Retailers' Support	500	-	-	-	500	0%	Budget to be met
4410	Air Quality	500	130	130	260	240	52%	Slight underspend
4420	Public & Community Arts	2,000	1,530	600	2,130	- 130	107%	Slight overspend
4999	Climate Emergency	1,000	1,046	-	1,046	- 46	105%	Slight overspend
Total Place Committee		26,500	13,501	11,790	25,291	1,209	95%	

401	Events	Target	YTD	YTC	F/C	Variance	%	Notes
1410	Income Summer Festival	10,000	13,927	-	13,927	- 3,927	139%	Additional revenue
1411	Income Fireworks	7,500	1	7,500	7,501	- 1	100%	Budget to be met
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	Budget to be met
1415	Income BHM	-	450	-	450	- 450	N/A	New Income line
4201	Events Administration	9,300	4,680	4,620	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	17,000	17,452	-	17,452	- 452	103%	Slight overspend
4220	Fireworks	10,000	-	10,000	10,000	-	100%	Budget to be met
Events Income		19,000	14,378	9,000	22,928	- 3,928	121%	
Events Expenditure		39,600	22,132	17,920	40,052	- 452	101%	

501	People Committee	Target	YTD	YTC	F/C	Variance	%	Notes
4107	Community engagement	2,000	852	1,150	2,002	- 2	100%	Budget to be met
4129	Volunteer Development	1,600	299	1,200	1,499	101	94%	Budget to be met
4425	Social Inclusion	400	634	-	634	- 234	159%	Overspend on activities
4430	Children & Young People	10,568	7,496	3,500	10,996	- 428	104%	Budget to be met

Total People Committee 14,568 9,281 5,850 15,131 - 563 104%

601	Grants	Target	YTD	YTC	F/C	Variance	%	Notes
4134	Community Grants	31,900	9,350	25,000	34,350	- 2,450	108%	Budget to be met
4136	Pop Up Fund	2,000	400	1,600	2,000	-	100%	Budget to be met
4138	Special Grants	25,000	24,998	-	24,998	2	100%	Budget to be met

Total Grants 58,900 34,748 26,600 61,348 - 2,448 104%

		YTD	YTC	F/C	Variance	%
Grand Total Income	222,183	186,932	22,658	215,957	6,226	97%
Grand Total Expenditure	280,482	161,510	105,782	270,030	10,452	96%

** Find this file in Citrix under Finance/BUDGET*

Report To:	Queen's Park Community Council – Place Committee		
Title:	Planning Working Group Report		
Purpose:	For Information		
Author:	Councillor John McArdle – Planning Working Group Coordinator		
Date of Meeting	23 November 2022	Agenda Item	PL 30 – 22/23

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, including the proposals in Section 4 on Houses of Multiple Occupation and Short-term letting.

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. Because of the large number of applications processed the main focus is on those where the Community Council has been formally consulted.

4 Emerging Issues

- 4.1 The Council has been approached by a resident seeking support in connection with a complaint about a nearby property being used as 'House in Multiple Occupation' (HMO). In the event no action was taken as the property in question had only six letting rooms which falls below the threshold for 'multiple' and is considered 'permitted development'.
- 4.2 In researching the case it was noted that QPCC does not have a policy on HMOs within the Neighbourhood Plan.

- 4.3 The Council does, however, have an objective (Objective 2.39) which includes 'ensure the existing housing stock is protected and enhanced' and 'resist the subdivision of family units'.
- 4.4 It is considered that this gives sufficient grounds to object to any future proposal to convert a family home into an HMO.
- 4.5 This principle will also be applied to any proposal to convert a family house into a holiday home or other short-term let.

Ref No	Proposal	Summary
22/04387/FULL	Demolition of existing single storey flat roofed building and construction of 2 storey flat roof building to create a 2 storey dwelling. Solar panels to flat roof, alterations to site to create front garden, refuse and cycle storage. - 230 Kilburn Lane	Queen's Park Community Council has no objection to this application.
22/05384/FULL	Enlargement to existing window opening to allow for double glazed French patio doors on rear elevation, enlargement to existing window openings to allow for sliding doors to extension side extension, increase of height of extension roof to allow for habitable internal floor to ceiling height. Replacement of existing door with window. Flat 1 138 Portnall Road London W9 3BQ	Queen's Park Community Council has no objection to this application.
22/05921/FULL	Variation of condition 1 of planning permission dated 24 February 2022 (RN:22/05921/FULL) for external and internal refurbishment works comprising the erection of a new buggy and waste storage, new step-free access, rear fire staircase, new paving and railings to the rear and amendments to the fenestration and external doors to enable the continued use of the site as a Class E unit. (Linked with 21/06888/LBC), Namely, alterations to the external areas White Building 555 Harrow Road London W10 4RH	Queens Park Community Council has no objection to this application.
22/06031/FULL	Erection of a single storey side/rear extension at ground floor level with glazed roof. - 69 Nutbourne Street London W10 4HL	Queens Park Community Council objects to this proposal on the following grounds:- There is a major shortage of information regarding the construction of the replacement windows and doors and we consider that permission should not be given until Officers are satisfied with all the details. We question whether the infill extension is being set back and by how much. We would like to know the heights of the extension so that we can be satisfied that they are not affecting the neighbours. Finally, we question why there seem to be no green initiatives.

22/06604/FULL	56A Bravington Road, London, W9 3AJ,	Queens Park Community Council objects to this proposal on the following grounds:- We are deeply concerned about the height and overall size of the rear extension. However, if Officers are satisfied that it will not have a major effect on neighbouring properties either side and possibly on those at the end of the garden on First Avenue, then we would be happy to withdraw our objection..
22/06640/FULL	Provision of new bin store together with alterations to front elevation including erection of a front garden wall, porch/canopy and new window. - 250 Kilburn Lane London W10 4BA	Queens Park Community Council objects to this proposal on the following grounds:- There seems to be no recognition of Section 38.10 of Westminster's City Plan 2019 - 2040 which states the following :- "Applicants should demonstrate that they have taken into account principles of sustainable design and that measures to improve environmental performance and mitigate and adapt to climate change have been integrated into the design." It would appear that nothing has been done to improve the sustainability of the proposals.
22/06935/FULL	11 Bravington Road, London, W9 3A	Queens Park Community Council has no objection to this application subject to the conditions in the memo from Environmental Services of 21 October 2022 being implemented.
22/06936/FULL	Installation of two new rooflights to rear roof slope, in association with loft conversion; erection of a rear side infill extension at ground floor level; modification of the existing window to a double door on the rear wall of the existing rear extension; installation of window to side wall of rear extension; installation of conservation roof light to roof of lean-to and installation of roof light to roof of rear extension; and installation of door to rear wall of extension. (Linked with 22/06937/LBC) - 112 Fifth Avenue London W10 4DS	Queens Park Community Council objects to this proposal on the following grounds:- We consider that the set back on the side infill should be greater than 50 mm and suggest 230 mm. We are not clear as to whether the proposal includes replacing the front windows or not. If they are included there should be further details. The new French doors should be made of wood and painted white.

22/07055/FULL

Erection of a single storey rear extension at ground floor level; internal alteration and associated works. - 101 Nutbourne Street London W10 4HL

Queens Park Community Council objects to this proposal on the following grounds:-

1. The proposed ground floor extension will be highly visible/dominate the living room and garden of the adjoining house (99 Nutbourne Street) leading to a lack of privacy.
2. Similarly, there will be a reduction of light in the garden and living room of the neighbouring house (99).
3. 101 Nutbourne Street already has an existing extension and the scale and material of the proposed additional extension of 1.5 metres is out of scale and character with other houses in this conservation area.
4. There appears to be a design issue as to how the additional 1.5m extension will join the neighbour's extension. It would appear to leave a void rectangular space which would trap water. Furthermore, while the current infill extension is clearly subservient to the main building the replacement would appear to show no subservience and would dominate the rear of the property.
5. We have no objection in principle to skylights on rear roofs but cannot accept proposals for the sides of the house as they may be visible from other properties.
6. Although a very detailed Design and Access Statement has been provided we can find little information that is of any use and certainly not enough about materials to be used for doors and windows

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Shuwanna Aaron, Proper Officer, Elysse Grave, Temporary Community Development Officer		
Date of Meeting	23 November 2022	Agenda Item	PL 33 – 22/23

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

Harrow Road Open Space

A proposal has been made to the Cabinet Office for additional funding to the harrow road open space project to fix the wall which sits against the canal. Making this wall structurally sound produces the potential of adding a pontoon to the Queen's Park Canal side in future funding rounds.

If approved by the Cabinet Office the project will commence in January/February 2023 with the wall repair before moving on to the planned public realm improvements.

Climate Emergency

Retrofitting

WCC stock in the area has 32% higher Carbon emissions than WCC owned homes in other areas where the average of 2.5 tons. Only 75 of the 250 Retrofitted homes in the area have taken up WCC's retrofitting offer. We shared our concern with WCC Officers leading the local retrofitting project, feeding back concerns raised by residents and staff. Officers will be reproducing the information booklet sent to residents to focus on the cost saving elements as well as impact on the climate. It will also be making clearer to residents that the project is free, run by the council and clear information will be provided about disruptions. The information will also be available in different languages to reflect those most popularly spoken locally.

We've agreed to support WCC efforts to improve uptake of the retrofitting offer by exploring the potential for a collaborative Information session with residents and sharing information through our communication channels.

Officers have spoken to Ward Cllr Sanquest regarding Notting Hill Genius' potentially selling off stock in Westminster to fund its retrofitting programme, and have been made aware that:

- NHG were considering the potential disposal of some voids in their Westminster stock, especially basement studios and 1beds in order to fund their programme of cyclical, fire safety and major works. NHG have not yet identified individual addresses for disposal to Westminster yet, but advance notice of this has been requested.

Community Clean Ups

Three community clean up sessions were held since the last meetings. Two with corporate volunteers cleaning up along Bravington, Portnall, Lancefield, Bruckner and Mozart Street over two days.

The third community clean up facilitated was the post-fireworks display. The next Community clean-up will take place from 10:00am on Sunday 11th December to clean up the Queen's Park Gardens after the Winter Festival.

Garden Clean-up

We've put down anti-weed lowering in a further three gardens, which will be covered with wood-chipping when volunteers are available in the coming weeks. After this, the project will go on hold until Spring

Tree Planting

Ward Councillor have informed up of new trees to be planted next year on: Beethoven, Bravington, Fernhead, First Ave, Fourth Av, Sixth Av, Ilbert, Kilburn Lane, Lothrop Street, Nutborne, Oliphant, Peach and Portnall.

If you have further suggestions, please send any further suggestions please send these by email.

Community Energy

We have picked up Millie's work with repowering and Ward Councillors, investigating potential local sites for a community energy project since it was deemed that the roof at the Beethoven is not structurally sound enough to accommodate solar panels. Retrofitting have been invited to run an interactive stall at Winter festival speaking with residents about energy and cost saving measures, as well as starting to early engagement with residents about the possibility of a local community energy project. Retrofitting will be submitting a new bid at the end of the year to support feasibility checks for other sites in the area to operate as the base for a community energy project.

Retrofitting has identified the following sites may be feasible for a community energy programme:

St Johns Church, Kilburn Lane, London
Victoria Wharf, St John'S Terrace, London
New Avenues Youth Project, 3-7, Third Avenue, London
260a, Kilburn Lane, London
Ground Floor, 260, Kilburn Lane, London

Q P G Community Hub, 254, Kilburn Lane, London
City Of Westminster, Queens Park Library, 666, Harrow
Road, London
Hope Hall, 222, Kilburn Lane, London
St. Judes Hall, Fourth Avenue, London
67, Ilbert Street, London
321, Shirland Road, London
St. Lukes Church Centre, Fernhead Road, London

Housing/ Repairs

Network Housing has shared it's repair plans for stock on Lancefield Street, Ashmore Road and Mozart Street in over the next year. These will address:
Dampness in (2 homes), Cyclical planned maintenance, Front door and utility door security (3 locations), Broken Gas meter, Unfinished and scaffold in-situ.

Dog Matters

WCC Officers have applied to Veolia's sustainability fund to support the project to split the Dog run and to purchase anew notice board for the Dog run. A rough map has been created to illustrate the desired outcomes. Battersea Cats and Dogs Homed, Ulla and QPCC will be included in a meeting to discuss potentials for planters in the Dog run.

QPCC will be supporting the efforts to consult residents on splitting the dog run.

Street Play / Play Streets

No-updates

Queen's Park Gardens / Park Hut

Officers will arrange the first monthly deep-clean of the Queen's Park Gardens Hut in advance of the Winter Festival, where the hut will act as Santa's Grotto.

Ward Councillors have asked the parks team to explore options for planting on the empty strip of land outside the Gardens on Ilbert Street. Costings have not yet been identified but Ulla has suggested that the ear be used for edible plants.

QPCC will help top facilitate volunteers' support dor the planting of the area when funding is identified.

Harrow Road Business Association

The HRBA has put in a request to for capital works for the high street – canopy and potentially shop front improvements. The request could support shops on the core and secondary high street sections of the Harrow Road.

Other developments:

- Businesses are receiving free business energy audits
- More penalties will be issued for Forecourts infringements

- A Graffiti removal programme has started, removing all graffiti from public spaces

Jubilee Site

A meeting has been set for QPCC, Ward Councillors, Karen Buck, MP and officers from across WCC to meet to discuss expectations about the Management Committee's role at the Jubilee Community Centre.

Public and Community Arts

- The public and community arts supported the production and showing of Out of the Picture Play during Black History Month. More than 100 people attended the two performance, more than £400 was collected in donation towards to cost of putting on the production. Reports of the production were featured in local press

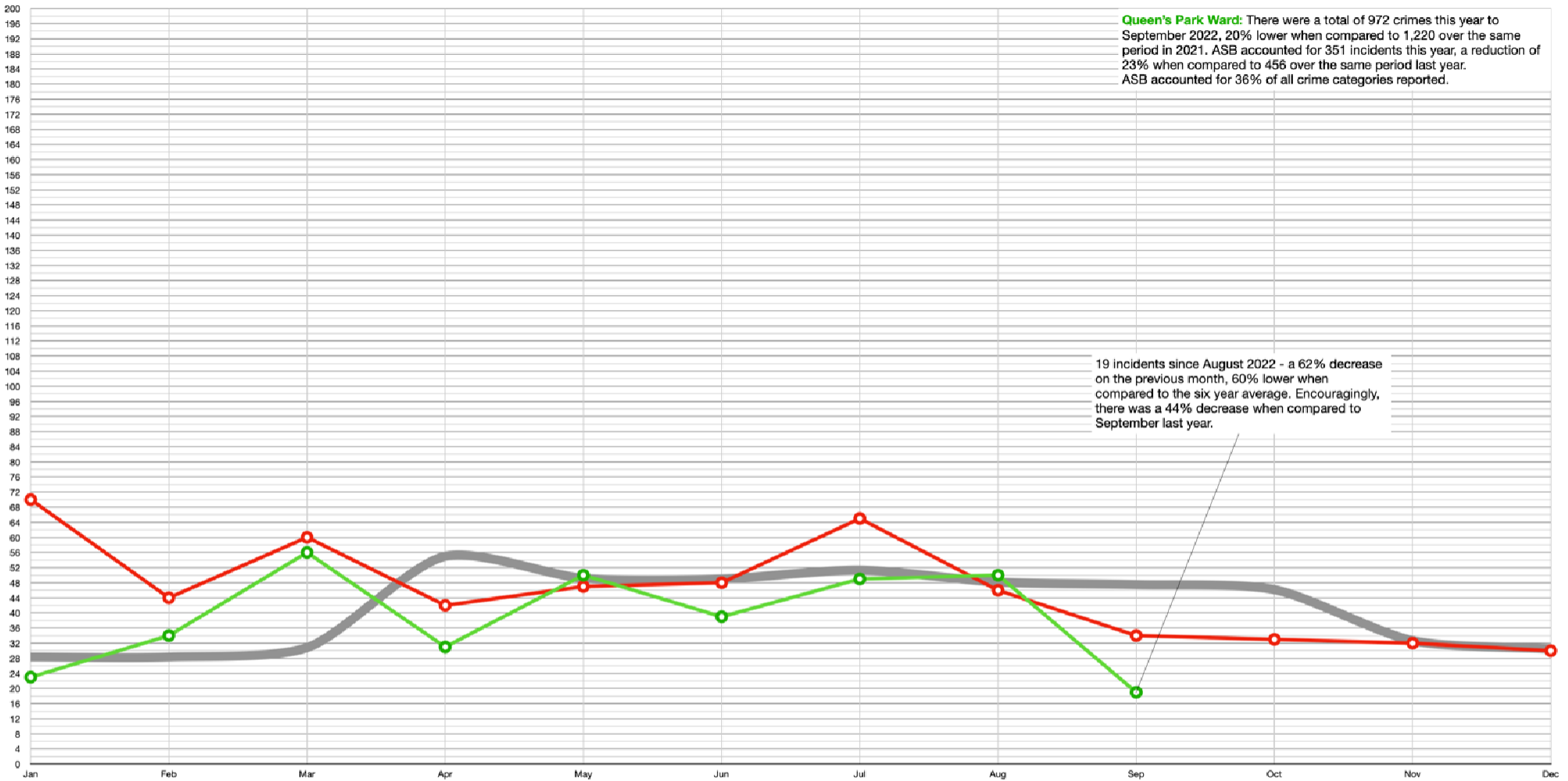
-

4 Main tasks / issues over the forthcoming period

Officers will continue to build on the momentum of current projects / discussions. No new projects/events will be undertaken until the new year.

Queen's Park Ward: There were a total of 972 crimes this year to September 2022, 20% lower when compared to 1,220 over the same period in 2021. ASB accounted for 351 incidents this year, a reduction of 23% when compared to 456 over the same period last year. ASB accounted for 36% of all crime categories reported.

Reported Incidents



19 incidents since August 2022 - a 62% decrease on the previous month, 60% lower when compared to the six year average. Encouragingly, there was a 44% decrease when compared to September last year.

Queen's Park Ward



Notes...

Green line is current year, Red is last year's figures. Bold Grey line is a six year average. Figures are based on the number of incidents reported to police. Percentages shown are increases or decreases compared to previous year

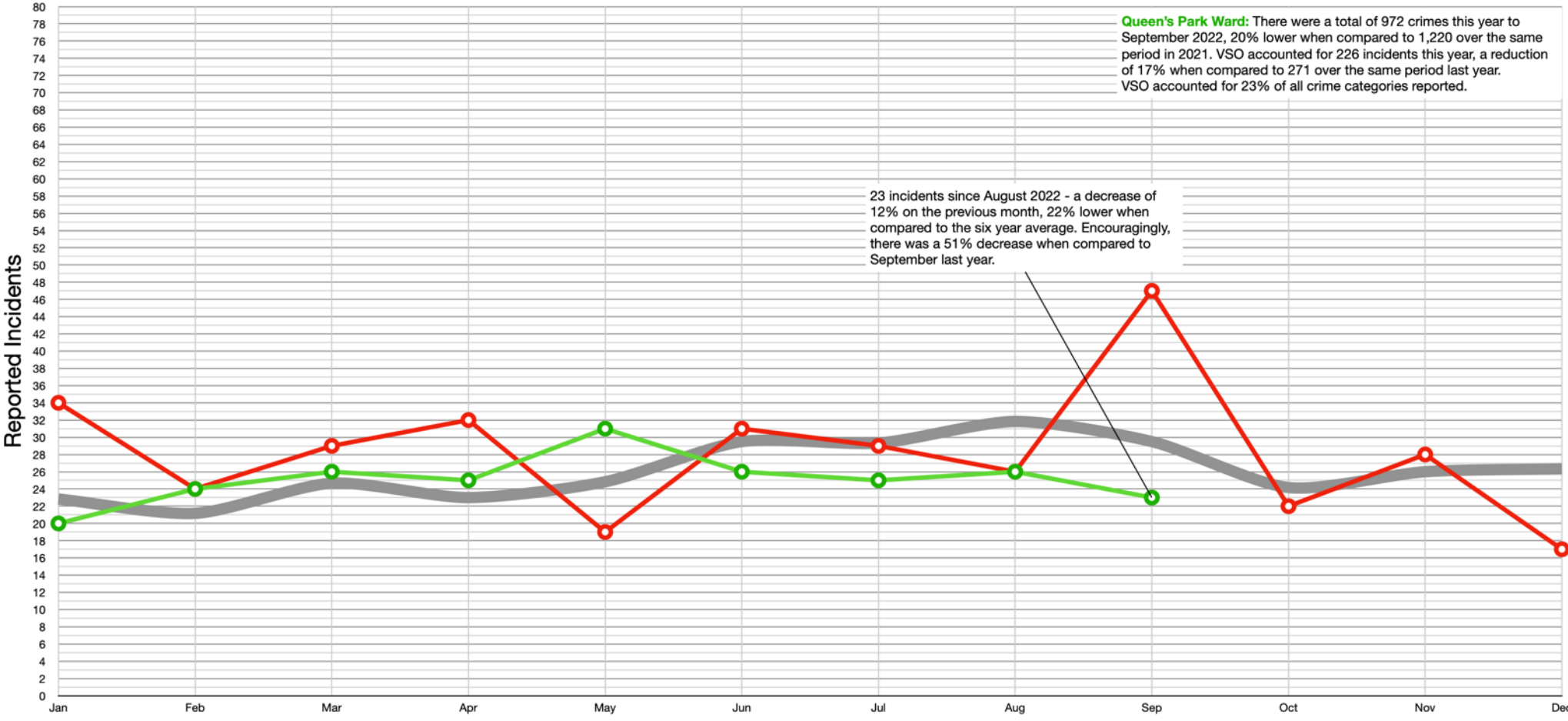
○ 2022
 ○ 2021
 — VSO Six Year Average

Violence and Sexual Offences (VSO)

Queen's Park Ward

Queen's Park Ward: There were a total of 972 crimes this year to September 2022, 20% lower when compared to 1,220 over the same period in 2021. VSO accounted for 226 incidents this year, a reduction of 17% when compared to 271 over the same period last year. VSO accounted for 23% of all crime categories reported.

23 incidents since August 2022 - a decrease of 12% on the previous month, 22% lower when compared to the six year average. Encouragingly, there was a 51% decrease when compared to September last year.



Queen's Park Ward

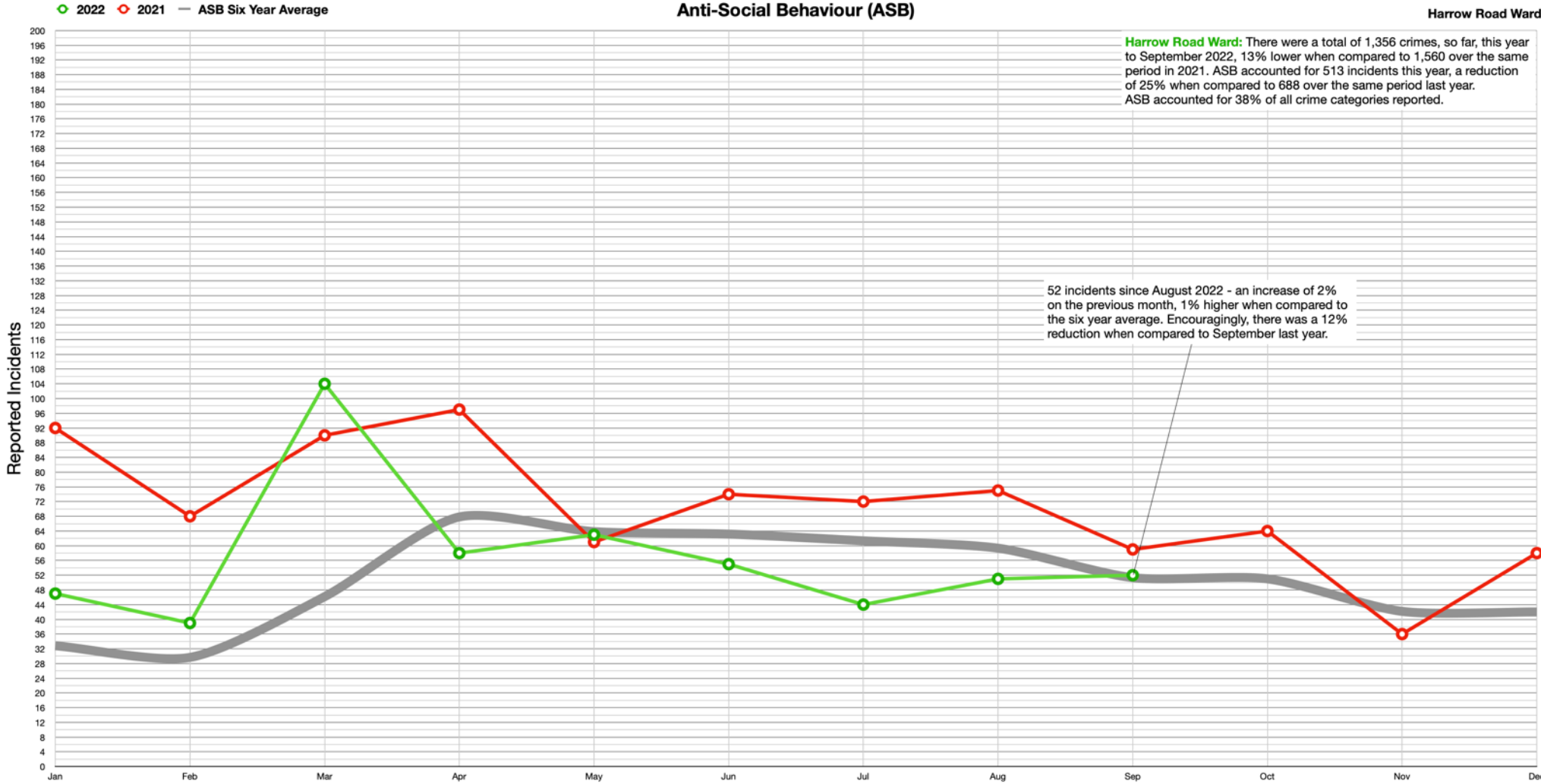


Notes...

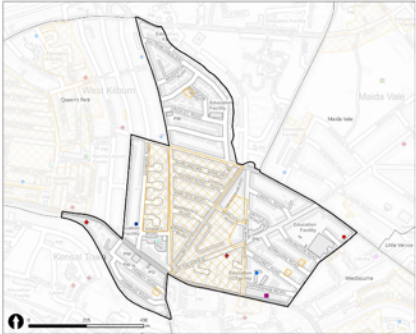
Green line is current year, Red is last year's figures. **Bold Grey** is the six year average
 Figures are based on the number of incidents reported to police.

Anti-Social Behaviour (ASB)

Harrow Road Ward

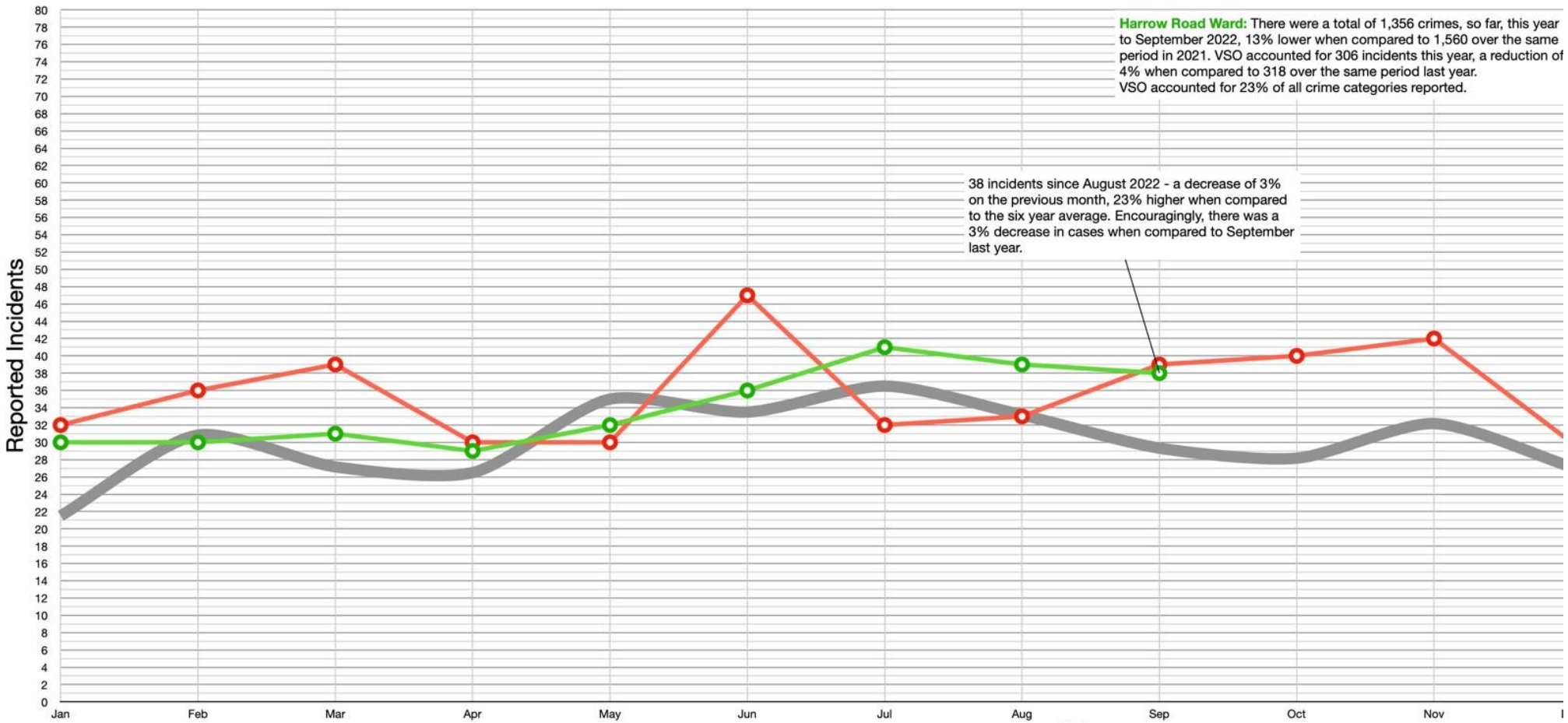


Harrow Road Ward



Notes...
Green line is current year, **Red** is last year's figures. **Bold Grey line** is a six year average.
 Figures are based on the number of incidents reported to police.

Violence and Sexual Offences (VSO)



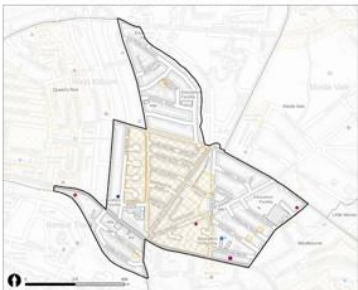
Harrow Road Ward: There were a total of 1,356 crimes, so far, this year to September 2022, 13% lower when compared to 1,560 over the same period in 2021. VSO accounted for 306 incidents this year, a reduction of 4% when compared to 318 over the same period last year. VSO accounted for 23% of all crime categories reported.

38 incidents since August 2022 - a decrease of 3% on the previous month, 23% higher when compared to the six year average. Encouragingly, there was a 3% decrease in cases when compared to September last year.

Notes...

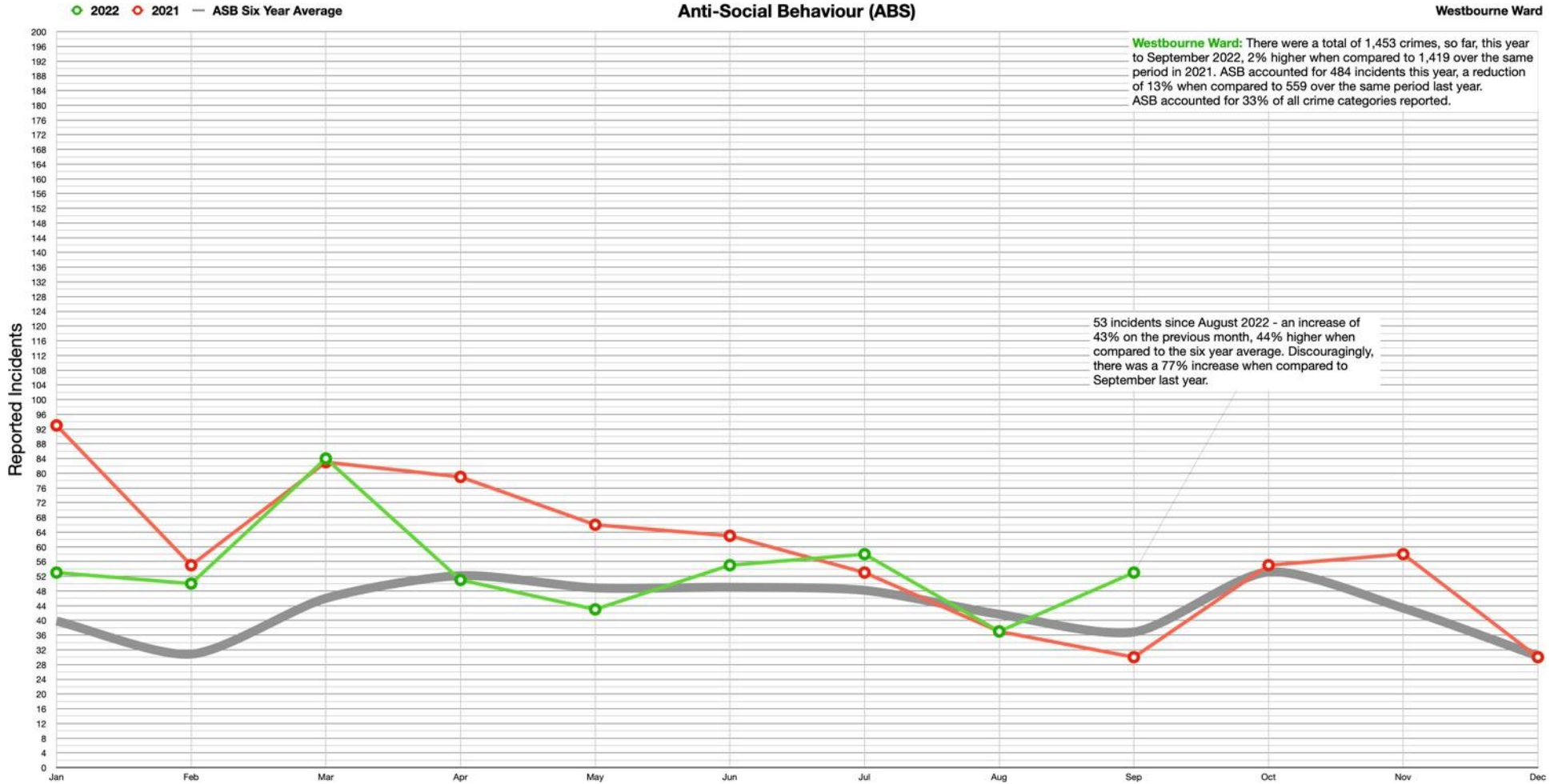
Green line is current year, Red is last year's figures. Bold Grey line is a six year average. Figures are based on the number of incidents reported to police.

Harrow Road Ward

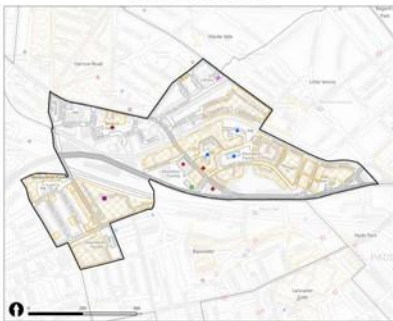


Anti-Social Behaviour (ABS)

Westbourne Ward



Westbourne Ward



Notes...

Green line is current year, Red is last year's figures. Bold Grey line is a six year average. Figures are based on the number of incidents reported to police.

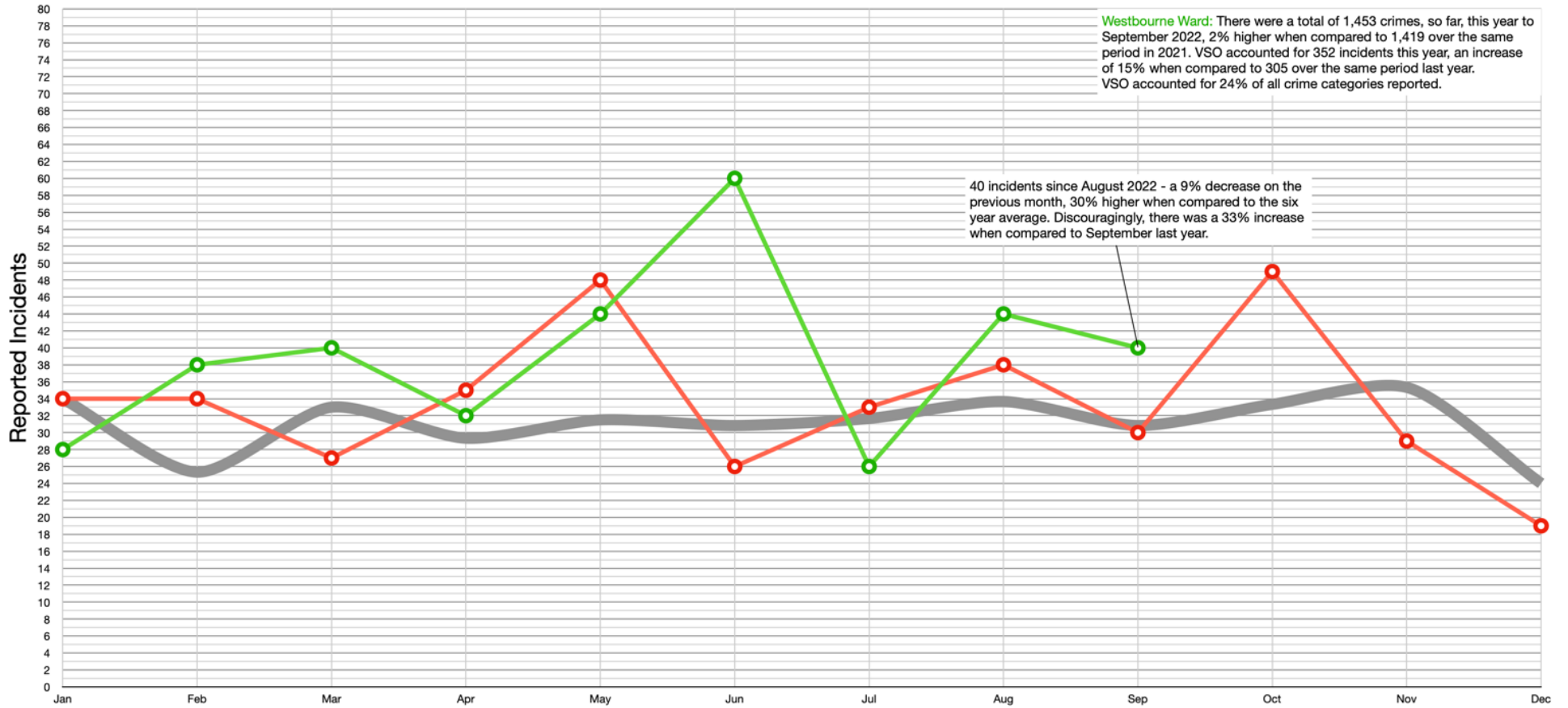
Violence and Sexual Offences (VSO)

Westbourne Ward

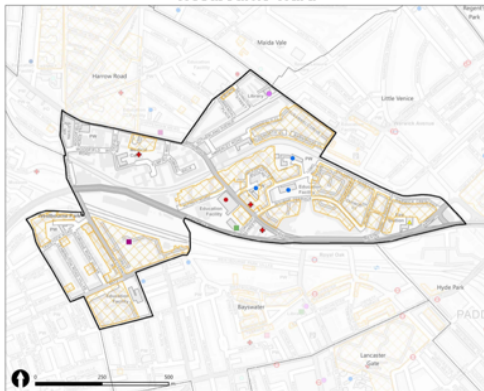
● 2022 ○ 2021 — VSO Six Year Average

Westbourne Ward: There were a total of 1,453 crimes, so far, this year to September 2022, 2% higher when compared to 1,419 over the same period in 2021. VSO accounted for 352 incidents this year, an increase of 15% when compared to 305 over the same period last year. VSO accounted for 24% of all crime categories reported.

40 incidents since August 2022 - a 9% decrease on the previous month, 30% higher when compared to the six year average. Discouragingly, there was a 33% increase when compared to September last year.



Westbourne Ward



Notes...

Green line is current year, **Red** is last year's figures. **Bold Grey** is the six year average
 Figures are based on the number of incidents reported to police.

Anti-Social Behaviour Comparing Four Wards

First Nine Months to September 2021

● Harrow Road
 ● Queen's Park
 ● Westbourne
 ● Bayswater

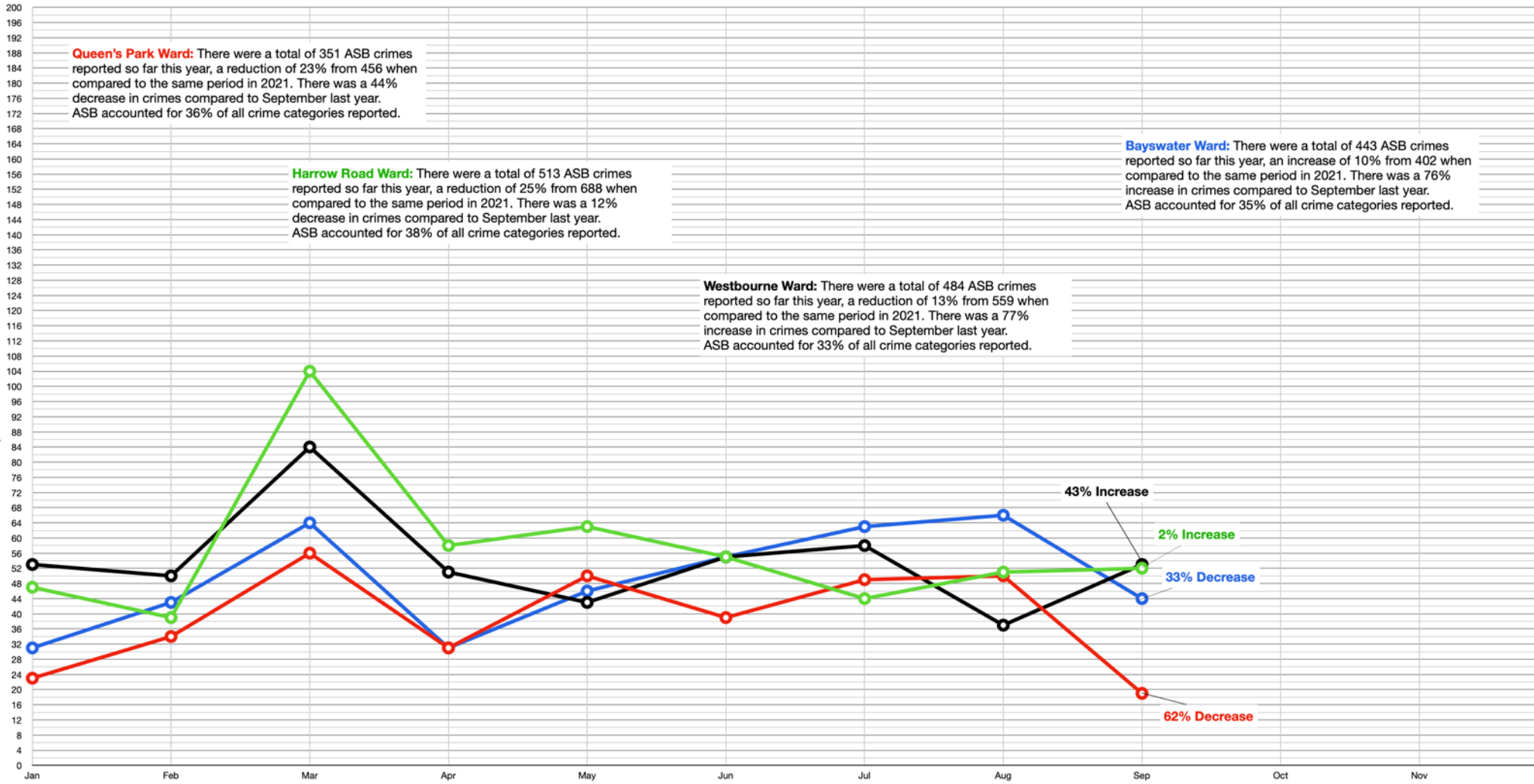
Queen's Park Ward: There were a total of 351 ASB crimes reported so far this year, a reduction of 23% from 456 when compared to the same period in 2021. There was a 44% decrease in crimes compared to September last year. ASB accounted for 36% of all crime categories reported.

Harrow Road Ward: There were a total of 513 ASB crimes reported so far this year, a reduction of 25% from 688 when compared to the same period in 2021. There was a 12% decrease in crimes compared to September last year. ASB accounted for 38% of all crime categories reported.

Bayswater Ward: There were a total of 443 ASB crimes reported so far this year, an increase of 10% from 402 when compared to the same period in 2021. There was a 76% increase in crimes compared to September last year. ASB accounted for 35% of all crime categories reported.

Westbourne Ward: There were a total of 484 ASB crimes reported so far this year, a reduction of 13% from 559 when compared to the same period in 2021. There was a 77% increase in crimes compared to September last year. ASB accounted for 33% of all crime categories reported.

Reported Incidents



Queen's Park Ward

Harrow Road Ward

Westbourne Ward

Bayswater Ward

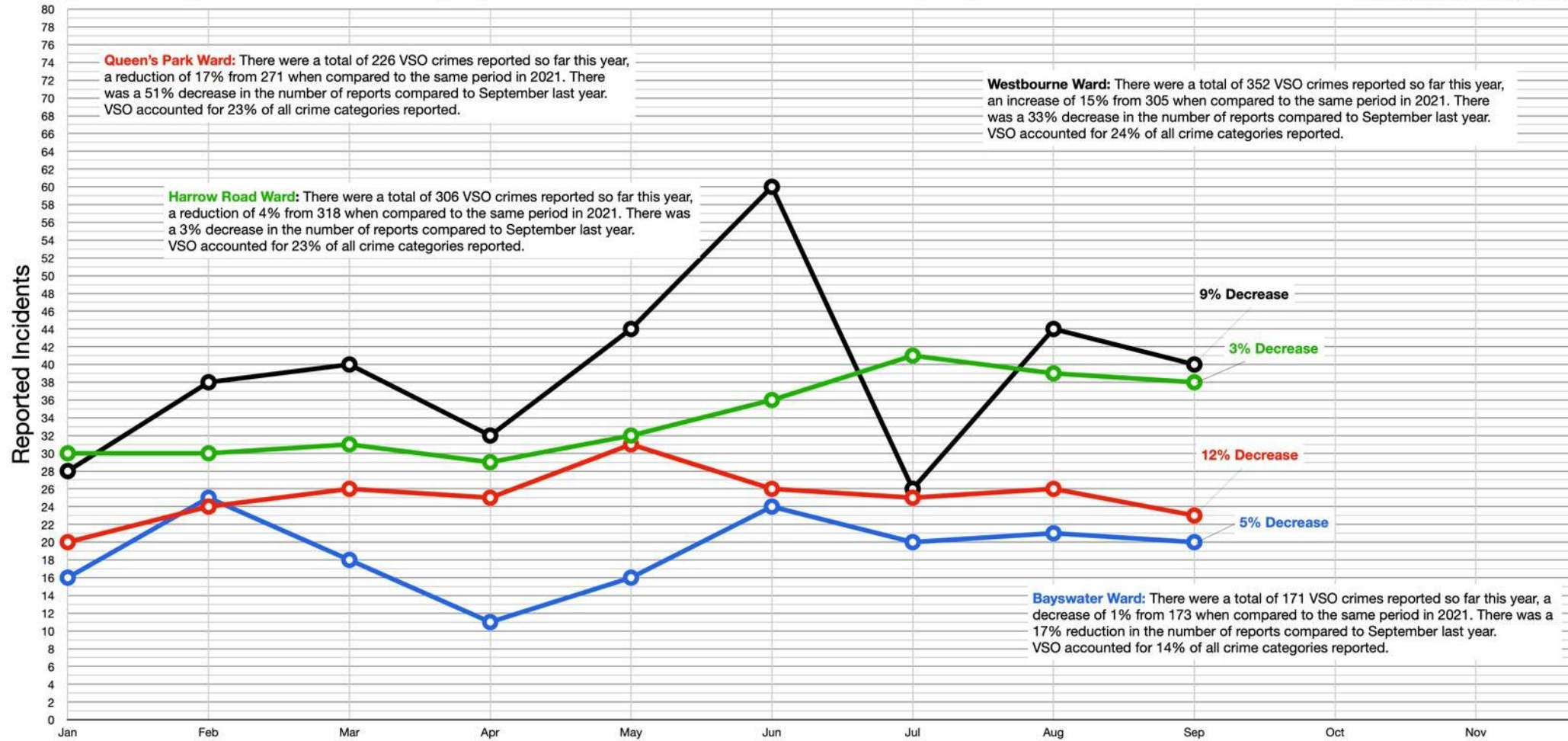


Notes... The **Green line** is for the Harrow Road Ward, the **Red line** is for the Queen's Park Ward, the **Black line** is for the Westbourne Ward and the **Blue line** is for the Bayswater Ward. Figures are based on the number of incidents reported to the police.

● Harrow Road
 ● Queen's Park
 ● Westbourne
 ● Bayswater

Violence and Sexual Offences Comparing Four Wards

First Nine Months to September

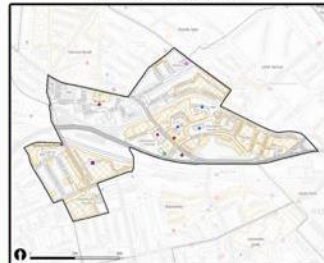


Queen's Park Ward

Harrow Road Ward

Westbourne Ward

Bayswater Ward



Notes... The **Green line** is for the Harrow Road Ward, the **Red line** is for the Queen's Park Ward, the **Black line** is for the Westbourne Ward and the **Blue line** is for the Bayswater Ward. Figures are based on the number of incidents reported to the police.



To all Members of the Place Committee (Councillors John McArdle (Chair), Sandra Bynoe (Vice-chair) Samantha Alleyne, Roger Diamond, Gill Fitzhugh, Emma Sweeney, and Orrel Lawrence and Stella 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 **St Jude's Hall, Ilbert Street at 6pm on Wednesday 8 February 2023**

Shuwanna Aaron, Director

1 February 2023

AGENDA

- PL 34 22/23 Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PL 35 22/23 Declarations of interest** - to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PL 36 22/23 Minutes of the previous meetings** – to consider for approval the minutes of the Place Committee Meetings held on 23 November 2022 for confirmation and signing as a correct record.
- PL 37 22/23 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 38 22/23 Financial Report** – to receive a report of current financial position. Please note that the financial report will be issued separately.
- PL 39 22/23 Reports from contractors** – to receive verbal updates from contractors.
- PL 40 22/23 Planning Working Group** – to receive a verbal report from the Planning Working Group.
- PL 41 22/23 Working Groups** – to receive verbal reports from the Air Quality, Climate Emergency and Public & Community Art Working Groups.
- PL 42 22/23 Chair's Report** - to receive a verbal report from the Chair.
- PL 43 22/23 Officers' Report** - to receive a verbal 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 23 November 2022**

Present: Councillors John McArdle (Chair), Sandra Byone (Vice-chair), Gill Fitzhugh, David Fakhr, Emma Sweeney, Roger Diamond [arrival at 19:10]

Also Present: Cllr Orrel Lawrence, Shuwanna Aaron Director, Elysse Graves Community Development Officer, Simon Walton, Ray Lancashire and three members of the public.

PL 24 22/23 Apologises of Absence – Cllrs Stella Wilson, Cllrs Samantha Alleyne

PL 25 22/23 Declarations of Interest – No declarations of interest were made in advance. Cllr Fakhr asked for dispensation to engage in the discussion about Contractors' report due to his employment as a local Dog Walker.

PL 26 22/23 Minutes of the Previous Meetings – Ray Lancashire noted that Agenda was dated June rather September.

RESOLVED THAT, that date of the minutes be will be amended to September and **APPROVED** as a correct record and signed by the chair.

PL 27 22/23 Public Session – Simon Walton raises concerns that notices in the park noticeboards are often out of date. Simon also highlighted the build-up of leaves and general lack of street-cleaning recently. Three residents raised concerns about proposed changes to the Dog Run in the Queen's Park Gardens, and the contract held for the Dog Strategy.

RESOLVED THAT, QPCC will implement a calendar to ensure notices are up-to-date and work with other partners to do the same. QPCC will raise awareness of the dissatisfaction of pavement cleaning, but notes the City Council's announcement that due to adverse weather conditions flood-prone areas will be prioritised for leave clearing. Cllr McArdle as Chair of the Place Committee, informed residents that concerns about the Dog Strategy would be addressed when the meeting proceeds to the item as outline on the agenda.

PL 28 22/23 Finical Report – Cllr McArdle outlined that the Financial report is to be accepted as read. Cllr Sweeney highlighted slightly overspend on certain budget codes and questioned whether these warrant concerns to be noted. Cllr McArdle highlighted that overspends are slight and within acceptable parameters with no cause for concerns.

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

PL 29 22/23 Reports from Contractors – Shuwanna Aaron as Proper Officer outlined that the Contractors' Report was submitted as part of the meeting papers and are to be accepted as read. Key points of the report were highlighted. Cllr Fitzhugh suggested that more advertising was necessary to inform the residents. Residents raised concerns that a significant budget is allocated to the Dog Strategy with limited impact on the community, and concerns about the lack of consultation regarding new splitting to the dog run.

Cllr McArdle highlighted that the budget for the Dog Strategy is £4000 which, in the Council's view, giving prevailing issues with Dog anti-social behaviour, and feedback from other residents constitutes acceptable use of public funds and clear need for the Dog Strategy. Shuwanna Aaron as Proper Officer confirmed that the City Council holds responsibility for the Park and the Dog Run, and that the Community Council's role is a voice for residents to the City Council regarding concerns and needs in the Park and the Dog Run. It was also highlighted that no decisions have been made to splitting the dog run and that a resident consultation is currently in development and will be used to inform the decision the City Council makes about whether to split the Dog run. Shuwanna also highlighted that the Community Council would support residents to engage with the consultation by providing information across our communications strategy.

RESOLVED THAT, the report is NOTED, that Officers work with HCGA to improve awareness about Queen's Park in Bloom and to ensure timely placing of the Plaque for the winning street. That further information regarding the Dog Run consultation be publicised when available.

PL 30 22/23 – Planning Working Group – Cllr McArdle outlined that the Planning Working Group report submitted in the meeting papers is to be accepted as read.

RESOLVED THAT, the report be NOTED.

PL 31 22/23 – Working Groups Ray Lancashire as co-ordinator of the Air quality Working group noted that volunteers will be needed in December to help put up air quality testers in order to collect new data. Shuwanna Aaron noted that the public and Community Arts Working Group supported the delivery of the Out of the Picture play during black History Month with great success.

RESOLVED THAT, the report be NOTED, that Officers support the recruitment of volunteers to put up air quality testers in December and that Officers will approach WCC asking for a further two air quality testing sites are set up locally, bringing the total to four.

PL 32 22/23 – Chair's Report Cllr McArdle noted that the Elm tree planned to be planted in recognition of Cllr Paul Dimoldenberg retirement will be postponed since the Councillors' retirement has also been postponed. QPCC will honour the contributions of Cllr Dimoldenberg when he does retire. Cllr McArdle also highlighted the City Council's consultation on the removal of Gas lamps across the City. Although there are no gas lamps in the Queen's Park Ward, a response to the consultation was submitted to reflect support for the removal of gas lamps due to its implication on the climate and the Councils' decarbonisation commitments.

RESOLVED THAT, the report be noted.

PL 33 22/23 – Officer's Report. Shuwanna Aaron outlined that an Officers' report was circulated with the meeting papers and is to be accepted as read. Key point from the report were re-stated during the meeting. Simon Walton comments that the City Council's model retrofitted home does not accurately reflect what residents in the Avenues can expect due to the architectural differences and suggests that the Community Council feedback to the City Council, and ascertains the possibility of a model home in the Avenues. Shuwanna Aaron outlines that such feedback and others have already been made to the City Council and that new communications, strategies and approaches are being developed to support the uptake of retrofitting offer in the Avenues and to

inform residents about the realities of the impact of retrofitting such as loss of space. Ray Lancashire questioned the availability of retrofitting offer to residents in other forms of social housing. Shuwanna Aaron confirmed that the City Council is working with Housing Associations to pursue appropriate retrofitting.

RESOLVED THAT, the report be noted.

The meeting concluded at 19:20

Signed by.....

Date.....

Councillor John McArdle (Chair of Place Committee)
22/23

Minute Ref: PL 24 –33

Report To:	Queen's Park Community Council – Place Committee		
Title:	Finance Report		
Purpose:	For Information		
Author:	Councillor John McArdle Responsible Finance Officer and Shuwanna Aaron Proper officer		
Date of Meeting	8 February 2023	Agenda Item	PL 38 22/23

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 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with the support and assistance of Director Shuwanna Aaron
- 3.2 It has been circulated separately from the main batch of papers for the meeting because of the way the dates fell and the month-end report could not be run before the agenda and papers were sent out.
- 3.3 The overall budget for 2022/23 was set by the Council on 19 January 2022 (060 – 21/22) 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.
- 3.4 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	11,331	4,000	15,331
<p>This is a well-established cost centre and the bulk of the expenditure is the contract with HCGA which also covers support for Friends of Queen's Park Gardens and other volunteers. It is expected that expenditure at the end of the year will be at or near the budget.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4301	Dog Strategy	4,500	3,515	900	4,415
<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>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4305	Park Development	500		500	500
<p>This is primarily for work on the park hut. Most of it was covered by 'donations in kind' but the available funding will be used for fitting out.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4400	Neighbourhood Plan	0	56	0	56
<p>This cost was incurred in obtaining printed copies of the final plan. It was not budgeted for, but has minimal impact on the overall financial position.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4405	Retailers' Support	500	0	500	500
<p>This budget heading was introduced in 2021/22 to provide some support to local retailers as the country emerged from lockdown with changes to shopping patterns. Most support given was in the form of officer time towards reinvigorating the Harrow Road Business Association, and the City Council has now picked up the task of supporting this with the appointment of an administrator. It is anticipated that expenditure will be near budget.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4410	Air Quality	500	261	-	261
<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 anticipated that there will be another round of monitoring in the winter, but that the budget will be slightly underspent.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4420	Public & Community Arts	2,000	2,430	-	2,430
<p>This budget is used in support of a number of initiatives and is projected to be slightly overspent.</p>					

Code	Cost Centre	Budget 2021/22	Year to date	Year to Come	Forecast Outturn
4999	Climate Emergency	1,000	1,046	-	1,046
<p>This budget is used in support of a number of initiatives and is projected to be slightly overspent.</p>					

Appendix: Budget Monitoring 2022/23
Jan-23

100	Income	Target	YTD	Year to Come	Fore cast	Variance	%	Notes
1010	Project Income	35,000	3,853	-	3,853	31,147	11%	Budget income unlikely to be achieved
1076	Precept	168,183	166,518	-	166,518	1,665	99%	Budget to be met
Total Income		203,183	170,371	-	170,371	32,812	84%	

101	Staff Costs	Target	YTD	YTC	F/C	Variance	%	Notes
4100	Staff costs	93,559	71,511	13,390	84,901	8,658	91%	Budget to be met
4105	Training	1,500	-	500	500	1,000	33%	Some underspend
4235	Recruitment Advertising	-	299	-	299	- 299		New line
Total Staff costs		95,059	71,810	13,890	85,700	9,359	90%	

102	Adminisrtation	Target	YTD	YTC	F/C	Variance	%	Notes
4101	Councillor allowances	3,000	750	1,250	2,000	1,000	67%	Some underspend
4105	Training	1,000	873	-	873	127	87%	Budget to be met
4120	Insurance	1,500	1,588	-	1,588	- 88	106%	Budget to be met
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,200	1,122	300	1,422	- 222	119%	Slight overspend
4127	Office Maintenance	500	82	-	82	418	16%	Budget to be met
4128	Catering	200	81	100	181	19	91%	Budget to be met
4130	IT Costs	6,000	4,855	900	5,755	245	96%	Slight overspend
4132	Stationery & Materials	700	727	-	727	- 27	104%	Slight overspend
4133	Chair's Allowance	75	-	-	-	75	0%	Budget to be met
4135	Tel & post	1,500	1,310	230	1,540	- 40	103%	Budget to be met
4137	Subscriptions	3,000	2,412	-	2,412	588	80%	Some underspend
4139	Travel expenses	300	- 191	-	- 191	491	-64%	Underspend likely
4140	Professional fees	500	114	-	114	386	23%	Underspend likely
4142	Audit fees	1,500	1,019	-	1,019	481	68%	Underspend likely
4144	Bank charges	102	89	17	106	- 4	104%	Budget to be met
4150	Elections costs	7,278	2,688	2,000	4,688	2,590	64%	EMR to be added

Total Administration	38,355	27,519	4,797	32,316	6,039	84%
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201	Communications	Target	YTD	YTC	F/C	Variance	%	Notes
4110	Website	2,500	1,869	-	1,869	631	75%	Budget to be met
4200	Queens Park Voice	4,500	4,243	-	4,243	257	94%	Possible overspend
4236	Marketing	500	257	-	257	243	51%	Budget to be met
Total Communications		7,500	6,369	-	6,369	1,131	85%	

301	Place Committee	Target	YTD	YTC	F/C	Variance	%	Notes
4300	Community Gardening	17,500	11,331	4,000	15,331	2,169	88%	Budget to be met
4301	Dog Strategy	4,500	3,515	900	4,415	85	98%	Budget to be met
4305	Park Development	500	-	-	-	500	0%	Budget to be met
4400	Neighbourhood Plan	-	56	-	56	- 56	N/A	Small overspend
4405	Retailers' Support	500	-	-	-	500	0%	Budget to be met
4410	Air Quality	500	261	-	261	239	52%	Slight underspend
4420	Public & Community Arts	2,000	2,430	-	2,430	- 430	122%	Slight overspend
4999	Climate Emergency	1,000	1,046	-	1,046	- 46	105%	Slight overspend
Total Place Committee		26,500	18,639	4,900	23,539	2,961	89%	

401	Events	Target	YTD	YTC	F/C	Variance	%	Notes
1410	Income Summer Festival	10,000	13,927	-	13,927	- 3,927	139%	Additional revenue
1411	Income Fireworks	7,500	661	5,339	6,000	1,500	80%	Close to budget
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	Budget to be met
1415	Income BHM	-	450	-	450	- 450	N/A	New Income line
4201	Events Administration	9,300	8,550	500	9,050	250	97%	Budget to be met
4205	Winter Fair	3,200	6,308	-	6,308	- 3,108	197%	Overspend on activities
4206	Winter Social	100	-	-	-	100	0%	Budget to be met
4210	Summer Festival	17,000	17,452	-	17,452	- 452	103%	Slight overspend
4220	Fireworks	10,000	10,309	-	10,309	- 309	103%	Budget to be met
Events Income		19,000	15,038	6,839	21,877	- 2,877	115%	
Events Expenditure		39,600	42,619	500	43,119	- 3,519	109%	

501	People Committee	Target	YTD	YTC	F/C	Variance	%	Notes
4107	Community engagement	2,000	852	-	852	1,148	43%	Budget to be met
4129	Volunteer Development	1,600	636	800	1,436	164	90%	Budget to be met
4425	Social Inclusion	400	634	-	634	- 234	159%	Overspend on activities
4430	Children & Young People	10,568	7,796	1,300	9,096	1,472	86%	Budget to be met
Total People Committee		14,568	9,918	2,100	12,018	2,550	82%	

601	Grants	Target	YTD	YTC	F/C	Variance	%	Notes
4134	Community Grants	31,900	15,070	12,500	27,570	4,330	86%	Budget to be met
4136	Pop Up Fund	2,000	400	1,000	1,400	600	70%	Budget to be met
4138	Special Grants	25,000	24,998	-	24,998	2	100%	Budget to be met
Total Grants		58,900	40,468	13,500	53,968	4,932	92%	

		YTD	YTC	F/C	Variance	%
Grand Total Income	222,183	189,736	-	192,248	29,935	87%
Grand Total Expenditure	280,482	220,551	39,687	257,029	23,453	92%

* Find this file in Citrix under Finance/BUDGET

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Shuwanna Aaron, Proper Officer		
Date of Meeting	8 February 2023	Agenda Item	PL 43 – 22/23

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>Harrow Road Open Space</p> <p>WCC have reviewed the previously heavily constrained budget for the Harrow Road Open Space project. There is now a principle approval from the Cabinet Member for Planning and Economic Development which has uplifted the construction budget to bring the new plans for the design of the HROS more inline with the responses from engagement with the Community. There will be a meeting on 9th February to provide updates.</p>
<p>Housing/ Repairs</p> <p>Officers continue to work with WCC supporting a number of residents to access Council-led repair schemes.</p> <p>Minor repairs to doors, noticeboards and communal areas highlighted to WCC last year have mostly been undertaken – other works have been forwarded to major repairs team to be initiated in the new financial year.</p>
<p>Dog Matters</p> <p>WCC have completed its consultation plan for the proposal to split the QPG Dog Run. Officers will support onsite consultation on February 20th and March 10th.</p> <p>Following the sign-off of the website (imminent) information will be shared through the Council's Social media channels, Website and E-bulletin.</p> <p>Officers have raised concerns regarding the lack of Dog Waste Bins in the area, WCC are willing to trial the re-installment of Dog Waste Bins but are cautious that the Bins were removed in 2012 as it they were attracting fly-tipping. Officer have been asked to identify hot-spots for Dog Waste for a trial.</p> <p>Canine Culture has informed the Council of its intention to stop its service contract with the Council at the end of its current contract (March 2023) Officers are putting plans in place to take the contract to tender as a priority.</p>

Street Play / Play Streets

WCC has informed us that funding and resident consultation for permanent play street designation in the area will go ahead in the new financial year on:

- Marne Street
- Kilravock Street
- Peach Road
- Ashmore Road

Previously approved Street Play sessions on Ashmore Road have been cancelled by the City Council due to ongoing issues with the Council's service contractors for street closure. WCC Officers have informed up that they are communicating with residents on Ashmore Road regarding the cancellation/ delays.

Queen's Park Gardens / Park Hut

Officers will meet with WCC officer, Continental and other stakeholders on Friday 3rd Feb to discuss and finalise ongoing arrangements to open up the QPG hut to community use. The user agreement proposed late last year has not yet been agreed by WCC and no time frame has been given for the installation of new storage facilities for Community use.

Conversations about planting the un-used space on Ilbert Street outside the Queen's Park Gardens are ongoing. Current suggestions are to install edible plans including:

- *Hawthorn (edible berries)*
- *Hazel/cob nut (nuts)*
- *Dog rose (edible rose hips)*
- *Elder berry (berries)*
- *Blackthorn (sloe berries)*
- *Sweet briar rose (edible rose hips)*
- *Sea buckthorn (edible berries)*

Discussions will continue at the Meeting scheduled for Friday 3rd February.

Friends of Queen's Park Gardens now have access to the Park Hut to serve refreshments to its volunteers and can also access the storage facilitate where a limited number of their tools are stored to avoid transportation back and forth from the Storage on Third Avenue.

Lancefield Gardens

Conversations with WCC Officers regarding improvements to Lancefield Gardens are ongoing. Officers are hoping to contact Hammersmith Community Gardens Association to form a 'Friends of Lancefield Park' group to initiating and run a Community Gardening project at Lancefield Gardens. Officers will provide support in the short- medium term and will support the gardening group to develop as an independent body which apply for funding to sustain its activities and works with the Council's housing, cleaning and grounds maintenance departments to maintain the gardens long term.

No updates are available regarding the repairs to the walls within the Gardens and WCC are seeking to identify the leaseholders who share responsibility for the wall. WCC Councillor Sanquest have followed up with the relevant teams to push for repairs in time for summer.

Greening

Following a Community Walk about with WCC Officer and Councillor Sanquest, WCC are exploring options for greening/ planting improvements at the following sites:

- John Fearon Walk: to revitalise use of the Community Garden.
- Dowland Street: Addressing overgrown shrubs
- Beethoven Street – opposite house no. 1: Planting unused plot and exploring options for community art on the Wall.
- Herries Street: Installing plants to liven-up plot
- Stansbury Square area: Installing plants to liven-up plot
- Bruckner Street and housing solutions office: Installing plants to liven-up plot

Officers will also check the maintenance agreements of these areas to ensure consistency.

Harrow Road Business Association

The Harrow Road Business Association have issued no updates since the last meeting of the Place Committee. A survey of the High Street has been issued, intending to understand resident's view of the offer provided by Harrow Road as a high street and areas for improvements. Cllr FitzHugh have worked (on behalf of the Economic Development Working Group) with HRBA to support responses to the survey. All Councillors are reminded to complete and return their surveys to Cllr Fitzhugh as a matter of priority.

The next meeting of the HRBA will be held on February 14th – with updates about the implementation of the second phase of the project.

Jubilee Site

The next meeting regarding the Jubilee Community Centre will take place on 30th March, it is expected that WCC Officers will outline plans for an ongoing Community Management Group and the allocation of free usage to community groups/ individuals running community events.

Climate Emergency

Retrofitting

120 residents in the area have signed up the WCC's retrofitting offer following a new targeted approach supported by Officer. A new round of funding application will be made to support more residents in the new financial year.

Officers have referred a number of residents to the schemes and promoted retrofitting and energy-saving schemes for home owners and residents in private housing.

Community Clean Ups

Community Clean-up events have been scheduled for the year to come, including a number of litter-picking events with corporate volunteers. Digital resources have been created for the years' Community Clean-up events and will be posted in noticeboards across the Community by Corporate volunteers on February 10th.

Community Clean-up days 2023:

Sunday March 26th: Great British Spring Clean
April 9th: Community Gardening Week
Sunday 7th May: National Gardening Week
Sunday 30th July: Love Park Week
Sunday 6th August: Post summer Festival Clean up
Sunday 10th December: Post Winter Festival Clean up

Corporate Volunteers - Community Clean up
Wednesday 22nd March: Great British Spring Clean
Monday 5th June: World Environment Day
Monday 6th November: Post Fireworks Clean-up

Garden Clean-up

The Garden Clean project will restart in April. Recruitment for corporate volunteers have already begun with Time and Talent for Gardening Clean-up projects to coincide with:

Community Gardening Week: 1st - 9th April
National Gardening Week: Monday 2nd - Sunday 7th May
Children Gardening Week: Sunday 28th May - 5th June
Sunday 13th August: National Allotment Week

Officers are also working with Westminster Children's University and Paddington Partnership to organise a litter-picking / BT Garden Clean up in March.

Community Energy

Officers continue to work with repowering London, WCC Officers, Paddington Development Trust, A2 Dominion and the Avenues Youth project to explore new potential locations for a community energy saving project.

Actions from the last meeting include:

WCC's corporate property and housing departments to investigate the potential to facilitate feasibility assessments at WCC properties in the area.

WCC will explore options for [potentially supporting the repairs to the roof at the Beethoven Centre, in order to help progress a community energy project at the Beethoven.

Working Groups

Meetings of the Climate Emergency, Air Quality and Public and Community Arts Working Groups will be held following Place Committee Meeting 8th February 2023

to discuss projects/services/activities for the year to come. Recommendations will be presented to Council on March 15th.

4 Main tasks / issues over the forthcoming period

Officers will continue to build on the momentum of current projects / discussions and will work with the Working groups to progress approved projects for the year to come.