



Report To:	Council		
Title:	Officer's Report		
Purpose:	TO NOTE		
Author:	Shuwanna Aaron, Director and Proper Officer		
Date of Meeting	24 May 2023	Agenda Item	

1 Summary

- 1.1 The report sets out actions undertaken by the Officer's since the last meeting of the full Council.

2 Recommendations

- 2.1 That the report be noted

3 Main tasks / issues since last full meeting of Council

Income

- The CDO has produced a matrix of funding pots and is in the process of executing plan to make various applications to support Council projects. A funding bank will be produced alongside this work to support future applications.
- The Proper Officer is due to meet with One Westminster to discuss additional support producing funding application.

Staff

- Conversation are ongoing with the City Council to secure a secondment to QPCC. Currently we are exploring a one-day a week secondment for a few months trial period with the potential to be extended. An outline of responsibilities has been shared with the City Council and they are in the process of determining an appropriate member of staff and term of the support.

Administration

- There are no major administrative updates.
- Councillors are reminded that all communications regarding Council business must be made through Council allocated emails.
- Following an attempted security breach, Officers now have two factor authentications to access the Citrix system and new security measures are installed on our computers.

Communications

- Queen's Park Voice: The Latest issue of the Queen's Park Voice has been delivered.

- E-bulletin: The E-bulletin continues to be issued monthly
- Website: The Council's new website has been live since April
- Social Media: Improvements to the social media strategy will be produced following gaps identified in the drawing up of the Strategic plan. The reviewed strategy will include:
 - Social media posts highlighting questions posed at meetings and the Council's response
 - Information about important decisions made at Council Meetings

Place

- Judging for Queen's Park in Bloom begins at the end of the month.
- The Dog run consultation has concluded and the Proper Officer is due to meet with WCC representatives to discuss the outcome and the next steps of the project.
- During the most recent monthly meeting regarding the Queen's Park Gardens,
 - **Use of Attendants Hut and Yard:** Continental does not agree that a shared user agreement is sustainable in the park hut, and have outlined that their insurance will not cover the Park hut in the instance that a shared user agreement is in place. They have suggested vacating the Park Hut, leaving sole usership with QPCC and its approved Community Groups. The City Council are open to the suggestions and are exploring alongside Continental the running costs, figures are to be presented at the next meeting. A shared user relation continues to be presented alongside this new proposal. The City Council has agreed to finance additional storage for Community groups in the instance that the shared user agreement is accepted. If QPCC takes over the hut, Continental will utilise a site safe for storage.
 - **Strip of unused land on Ilbert St as potential for community use:** Officers at the City Council scoping internal funding options to facilitate the planting project on the unused land on Ilbert Street with the support of volunteers, friend groups, local schools etc.
 - **Planting Plan for Gardens:** David / Amanda to arrange meeting with local Friends Groups to discuss further.
 - **Broken Play Equipment:** WCC are sourcing and will share a selection of play equipment to replace the broken play equipment and will be seeking feedback from the groups
 - **Mobile Café in Park:** The resident who has enquired about a Mobile Coffee Stand in the park has not follow up following meeting with WCC and QPCC, WCC will liaise with economy team to explore other options of having such an offer in Queen's Park gardens.
- The Harrow Road Open Space redevelopment project is in its final stage of Community consultation before works begin.
- The Community Council has meet with Officers at the City Council to discuss the future of Queen's Park Hall and will be initiating frequent meetings to plan and implement actions towards bring the site back into community use.
- The Jubilee Community Centre is due to be open in the coming month with a soft launch event followed by a more formal launch. QPCC has negotiated 19 (possibly 20) free hours of Community use per week across the two rooms within the centre. Community groups have been invited to registered their projects to utilise the free hours and 7 hours are yet to be allocated to any groups. Officers are to meet with WCC shortly to finalise the agreement and the terms and conditions that will govern

the free usage scheme. The community management group has been reformulated as a community steering groups – a draft terms of reference has been circulated, QPCC feedback is expected to be accepted and a revised version is expected to be circulated in the coming week.

- The big Garden Clean up project is in its second month, we have cleared NUMBER of gardens thus far and have a significant number of residents still on the list awaiting support. We are offering anti-weed layering to be covered with wood chipping to help make the impact of the project sustainable.

Events

- Our Community Meeting went ahead on Sunday 14th May, it was well attended and there were some important input and feedback to the Strategic Plan which have been incorporated.
- Plans for the Summer Festival are well on the way, including applications to the Events Team at WCC and the application for war budget, Invitations to Ward Councillors and the New Lord Mayor, in addition to: Infrastructure, a climbing wall and Laser tag, bouncy castle, Bubble Man, Living Things etc,. Communications are planned to go out to encouraging residents to sign up to host stalls or perform at the event.

People

- A number of new volunteers have been signed up to the Council's Volunteer programme and are currently support with the Big Garden Clean-up project and the recruitment of other volunteers through letter dropping.
- The CDO has carried out an interactive workshop with children engaged with the Junior Champion programme to help inform the programme of activities for Summer in Queen's Park.
- The CDO is also working with Community champions to progress plans for Wellbeing Wednesday's activities to take place across (starting in June) across the Queen's Park and the Jubilee Community centre. The Wellbeing Wednesday's programme will facilitate arrange of physical activities, craft-based well-being activities and groups talking therapies sessions to address crucial issues such as stress management.
- Officers and CLLR Alleyne will also be working closely with the Community Champions to facilitate twice weekly coffee morning at Assisted Living Housing across the area. The project will start at Juniper House and 300 Kilburn Lane before being extended to others in September.
- We will be providing administrative / logistic support for a Windrush Generation 75th Anniversary celebration at the Beethoven centre which will see the return of the Out of the Picture play for one night and will include a reception of live entertainment and food.

Grants

- Two applications have been approved for the Pop-up Grant Programme.
 - 1) An application submitted by a resident to facilitate a well-being day for women including swim, sauna, steam room access and ten minute massages. The project intended to build community and support networks among women in addition to providing an opportunity for women with care responsibilities to have time to themselves to relax and unwind. The event took place on May 7th and the monitoring is expected by the end of the month.

- 2) An application submitted by residents to purchase sports equipment to facilitate afterschool sports activities for school aged children. The project is ongoing, a monitoring visit has taken place (24th May) and monitoring from is expected within the next month.
- 3) The CDO is following with the Avenues' Youth Project to develop workshops with young people to develop ideas and applicants to the Po-up grants programme.

Other Strategic/ Operations

- The Strategic Plan 2022- 2026 has been developed with reference to the previous plan, the neighbourhood plan, the community engagement survey 2022, the children and young people survey 2022 and input from residents at the Community Meeting on May 14th.

Work with Westminster City Council

- 4) The Proper Officers continues to attend meeting of the North Paddington Board supporting the City Council's development of services and infrastructure in North Paddington Area. The Proper Officer is also a member of the Community engagement steering group helping to develop approaches about how the Council will engage residents across north Paddington in the development and implementation of the programme ambitions.

Immediate plans going forward

- Finalising the Free Usage Programme for the Jubilee Community Centre
- Producing a provisional programme of activity for Summer in Queen's Park
- Finalising the Project plan for Wellbeing Wednesday and Coffee Mornings
- Revising and implementing the Social Media Strategy
- Develop and implement a project plan for a Queen's Park food festival to take place in August as part of the Summer in Queen's Park Programme.