



To all Members of the Place Committee (Councillors Sandra Bynoe (Chair), Gill Fitzhugh (Vice-chair), Roger Diamond, Emma Sweeney, John McArdle 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 at **St Jude's Hall, 71 Ilbert Street, W10 4QH** on **11th October 2023**

Shuwanna Aaron, Director

05 October 2023

AGENDA

PL 12 23/24	Apologies for absence – to receive and approve any apologies for absence from councillors.
PL 13 23/24	Declarations of interest – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
PL 14 23/24	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 15 23/24	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 23/24	Financial Report – to receive a verbal report of current financial position.
PL 17 23/24	Contractors Report – to receive a verbal report regarding the Hammersmith Community Gardens Association Contract.
PL 18 23/24	Queen's Park Hut Report – to receive a report, discuss and make recommendations regarding the potential lease of Queen's Park Garden Hut.
PL 19 23/24	Leasing 17- 23 Third Avenue – to receive a report, discuss and make recommendations regarding the potential lease of 17 – 23 Third Avenue.
PL 20 23/24	Planning Working Group – to receive a report from the Planning Working Group.
PL 21 23/24	Working Groups – to receive verbal reports from the Air, Environment and Climate Emergency Working Group, Public and Community Arts Working Group.
PL 22 23/24	Officers' Report – to receive a verbal report from the Officers.

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held at St Jude's Community Hall, 71 Illbert St

on **Wednesday 12 July 2023** commencing at 18:00

Present: Councillors Sandra Bynoe (Chair), Roger Diamond, Emma Sweeney, and Stella Wilson.

Also present: Shuwanna Aaron (Proper Officer) Ella Rayner and Katherine Brion (Community Development Interns) ad three members of the public

PL 01 23/24 – Apologies for absence – Councillor McArdle and Fitzhugh apologies for absence were read by the Proper Officer. The apologies for absence were seconded.

RESOLVED THAT – The apologies be APPROVED.

PL 02 23/24 – Declarations of interest – No declarations were issued.

PL 03 23/24 - Minutes of the previous meetings – The Minutes of the previous meeting were seconded.

RESOLVED THAT – The Minutes be APPROVED.

PL 04 23/24 – Public session – No questions were posed during the meeting. No questions were issued via the website or email prior to the meeting. The Proper Officer provided an update on questions posed at January's Council Meeting concerning lengthening the time and installing audio at the pedestrians crossing and repairing the directional filter at the junction where Kilburn and Harrow Road meet. TFL has advised that "The traffic light is running as per specification, that there is no audible as the crossings operates in different phases and it would cause confusion and is potentially dangerous to visually impaired people. Regarding the directional filter TFL reported that the directional arrows is fully functional and only comes on at Pole 14 when certain traffic management plans are implemented based on traffic volume/time of day etc."

PL 05 23/24 – Financial Report – In the absence of the RFO, the Proper Officer provided the financial report outlining that the first quarter spending is on track, and that £8736 was successful fundraised from the National Lottery. The report was seconded.

RESOVED THAT – *The report be NOTED.*

PL 06 23/24 – Reports regarding Contractors – The Proper Officer delivered a report recommending the Committee considers the impact of the ongoing contract with Hammersmith Community Gardens Association and make recommendations

about the terms of the contract in order to promote sustainability and increase impact of the work undertaken through the contract. Councillors discussed the various outcomes achieved by the contact agreeing that enhancement in the park should be maintained due to the positive impact on the community. Councillors agree that the enhancement of Queen's Park Gardens should ideally sit with the City Council, but that QPCC should continue this area of work until such time that the City Council takes on responsibility. Regarding the Dog Strategy contract, the Committee recommends that the Council seeks ways to provide training courses and other educational services for dog owners, and combat anti-social behavior and dog fouling issues through educational/informational avenues. The Committee agreed that patrolling and enforcement efforts should be the remit of the City Council only. The Committee agrees that QPCC should continue to lobby for the return of Dog Waste Bins. The report was seconded.

RESOLVE THAT – The report be NOTED.

PL 07 23/24 – Planning Working Group – In the absence of the Planning Working Group coordinator, the Proper Officer delivered the report. The Working Group coordinator contacted the developers at Project Flourish to gain information about the developments' impact on transport and services and it's affects on the residents of Queen's Park. The Developers issued the working group with an information sheet highlighting responses to questions posed at various consultation meeting and an invitation for QPCC councilors to attend a meeting to discuss further. Members of the public raised concerns about the environmental impact of the development. Specifically, air pollution relating to the release of toxic waste which was historically buried at the site. Suggestions were made that QPCC writes to Kensington and Chelsea Council to raise its concerns and ascertain further information regarding the development and its impact assessment. The report was seconded.

RESOLVE THAT – The report be NOTED.

PL 08 23/24 – Working Groups – The Proper Officer delivered a report on behalf of the Working Groups highlighting that:

- The Public and Community Arts working group has not met since its last meeting, but plans for a Community theatre project were being put in place.
- The Air, Environment and Climate emergency working group has also not yet met, the working group will facilitate a workshop following this meeting and a report will subsequently be made available to the Committee.

PL 09 23/24 - Air Quality Monitoring Report – Ray Lancashire delivered a report on the latest results of the Air Quality monitoring. The Monitoring data revealed that *levels of nitrogen dioxide were higher than the six months prior potentially a result of increased cars use due to cold weather.* The full report is available on the Council's website. The report was seconded.

RESOLVE THAT – The report be NOTED.

PL 10 23/24 – Chair's Report – The Chair provided a short update on their work facilitating Street Play sessions on Ashmore Road. The report was seconded.

RESOLVED THAT – The report be NOTED.

PL 11 23/24 – Officer’s Report – The Proper Officer delivered a report outlining development in various areas of work including:

- That the new deadline for Play Street designation is now April 2024
- QPCC supporting resident’s involvement in an internal air quality monitoring study.
- *Updates from Monthly meeting with WCC Parks team regarding the development of shared usage agreement for the Park Hut.*
- *Updates on the Community Clean-up Project*
- *The start of the Big Garden Clean-up Project*
- *The Public and Community Arts working group is developing a theatre project*

Meeting closed at 19:32

Signed by.....

Date.....

Councillor Sandra Bynoe (Chair of Place Committee)

Minute Ref: PL01 –11 23/24

Report To:	Place Committee		
Title:	Potential Leasing of Queen's Park Hut		
Purpose:	To discuss		
Author:	Shuwanna Aaron		
Date of Meeting	05/10/2023	Agenda Item	PL18 23/24

1. Summary

- 1.1 Since 2012, QPCC has worked with the City Council Park's Department to establish a shared usage agreement for the Park Hut in Queen's Park Gardens. Most recently, the Park's Contractor has agreed to vacate the Park Hut to enable Community use and the City Council has agreed to lease the Park Hut to QPCC for this purpose. The full terms and conditions of the lease will be determined through a heads of terms document, but the City Council has outlined their initial position which would see QPCC becoming responsible for approximately £3500 in annual costs. See Appendix A.

2. Recommendations

- 2.1. That the Committee discusses the option of entering into a lease agreement with the City Council regarding the Park Hut, and highlight any terms/ conditions it would recommend being pursued as part of that lease agreement if approved by Council.

3. Background

- 3.1 In recent monthly meeting with WCC's Parks Departments, the Parks Contractor outlined the barriers to a shared usage agreement, namely that their insurance would not cover the Park hut if there is a shared usage agreement in place.
- 3.2 The Contractor established its desire to vacate the Park Hut, enabling WCC to enter into an agreement with QPCC.
- 3.3 The Parks Contractor has confirmed that use of the Park Hut is not essential to their work and that maintenance of the Park would not be affected by vacating the Park Hut.
- 3.4 WCC has outlined initial suggestions of terms that would underpin a lease. The initial suggestions would see the City Council responsible for all costs and matters relating to the building, including structural matters, water, and other fixtures. QPCC would be responsible for costs relating to internal matters, namely the electricity bills, PAT Tests, content insurance and public liability insurance which covers all activities taking place within the premise, cleaning and maintenance related costs.
- 3.5 The Council already holds public liability insurance that would cover activities which take place in the Park Hut. Thus electricity, content insurance, PAT tests, cleaning and maintenance and any other costs relating to facilitating Community use would be additional costs for QPCC. Figures from last year suggest that the cost of electricity totals approximately £3000 per annum, with other costs totalling £500 conservatively.

- 3.6 These initial suggestions are up for negotiation and it may be possible to seek additional support from the City Council in relation to costs.
- 3.7 Policy 5 of the Neighbourhood Plan sets out the following as QPCC'S ambitions for the park hut: " to provide additional facilities for the local community to include: workshop space and storage space for garden activity, environmental, sports and play projects and skills training; space for community food growing; shared space for WCC parks and community groups; toilet facilities for staff and approved community groups." These ambitions have an evidence base in the On the Hight Street Consultation 2014/2015.
- 3.8 In addition to Hammersmith Garden's Association, the Friends of Queen's Park Gardens and other community groups utilise access to the Hut for Community Activities – QPCC would have the ability to open this offer to more groups if it were to enter into a lease agreement.
- 3.9 Recent enquiries from residents regarding coffee/café facilities in the park indicate resident's continued appetite (since the on the high street consultation) for Community amenities to be provided at the Park Hut. This has the potential for revenue generation activities for the Council and entrepreneurial opportunities for residents, particularly young people in the future.
- 3.10 Additional benefits to a lease agreement of the Queen's Park Garden's Hut would include, hire free meeting, event or activity space for the Council a satellite working space for weekend activities, supplementary storage, consultation/surgery space for the Council during key events, etc.
- 3.11 QPCC's Standing Orders outlines that "No real property (interests in land) shall be purchased or acquired without the authority of the full council. In each case a report in writing shall be provided to council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate" Therefore a lease agreement would be finalised at a meeting of the Council upon a full report of the terms and conditions of the lease.

Appendix A: Cost of Electricity, figures provided by Continental via WCC

ELEC @ / QUEENS PK GDNS FOURTH AVENUE W10 4QP	10/07/2023	L10,2023070419	378.63
ELEC @ / QUEENS PK GDNS FOURTH AVENUE W10 4QP	07/06/2023	L10,2023060518	349.21
ELEC @ / QUEENS PK GDNS FOURTH AVENUE W10 4QP	07/06/2023	L10,2023060523	341.7
ELEC @ / QUEENS PK GDNS FOURTH AVENUE W10 4QP	14/04/2023	L10,2023041162	137.04
ELEC @ / QUEENS PK GDNS FOURTH AVENUE W10 4QP	06/03/2023	L10,2023030273	138.6
ELEC @ / QUEENS PK GDNS FOURTH AVENUE W10 4QP	08/02/2023	L10,2023020223	145.82
ELEC @ / QUEENS PK GDNS FOURTH AVENUE W10 4QP	09/01/2023	L10,2023010960	229.13

Seven Month Total: £1719.99

Average p/m: £245.71

Average p/a: £2948.55

Report To:	Place Committee		
Title:	Potential leasing of the 17-23 Third Avenue		
Purpose:	To discuss and recommend		
Author:	Shuwanna Aaron		
Date of Meeting	05/10/2023	Agenda Item	PL19 23/24

1. Summary

The City Council is developing plans to refurbish the former St Magdalen's School building into a Family Centre with works set to commence in October 2024. The City Council has offered to lease the ground floor of the building rent free to QPCC for approximately a year. Other costs relating to the management of the building would be QPCC's responsibility during the leasing period.

2. Recommendations

- 2.1. That Committee discusses the option of entering into a lease agreement with the City Council regarding the potential lease of the ground floor of 17- 23 Third Avenue, and if deemed suitable to discuss and make recommendations to Council regarding entering into the agreement.

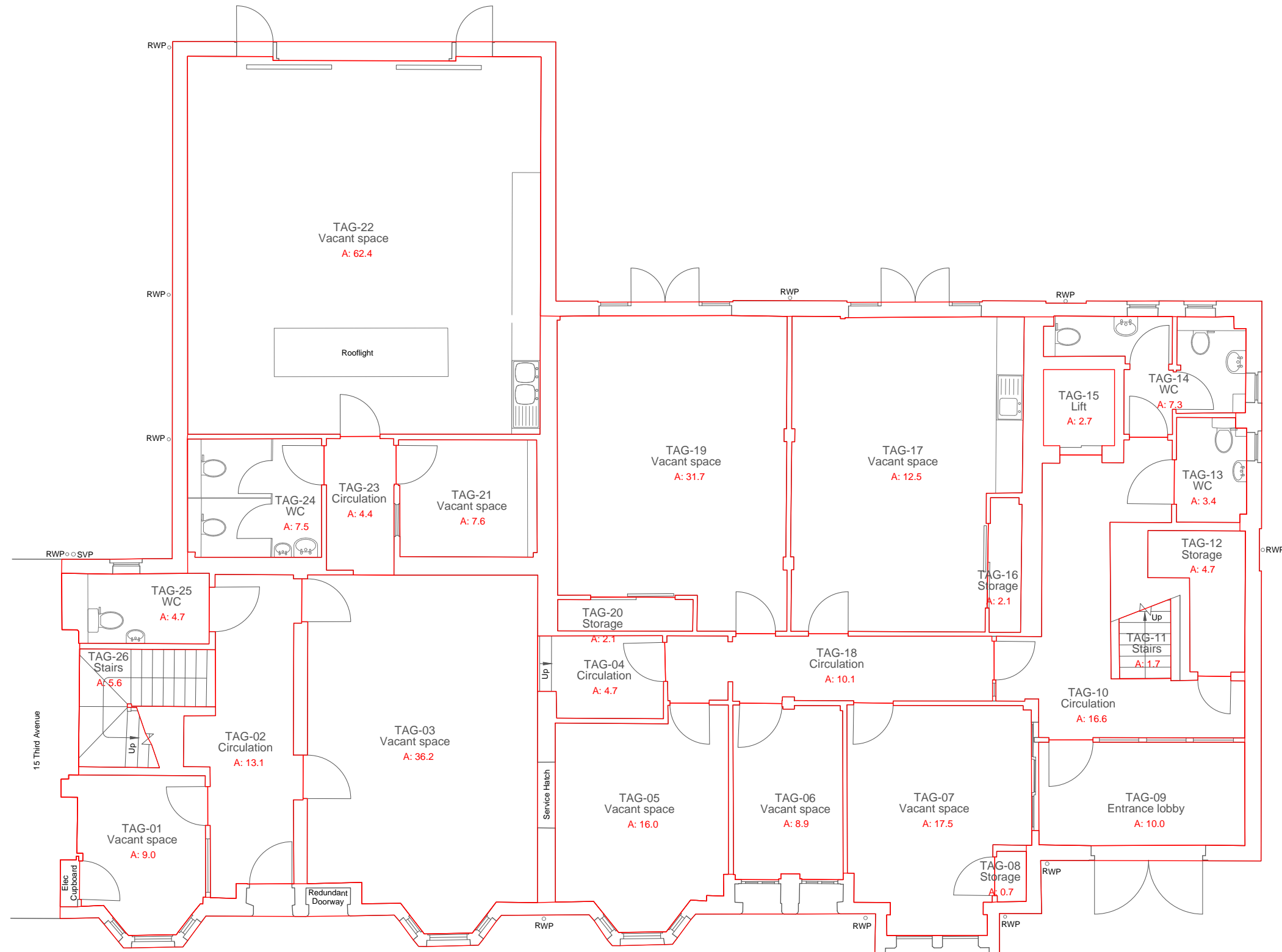
3. Background

- 3.1 QPCC has overgrown its current office space in terms of its needs for storage and meeting space and has previously called on the City Council's support to explore suitable City Council owned property which QPCC might occupy. No options were available.
- 3.2 QPCC has previously expressed interests in becoming a tenant at the refurbished Family Centre – whether or not this will be possible is yet to be determined.
- 3.3 QPCC has been offered the opportunity to lease the ground floor of the property (17-23 Third Ave) plus the outside space with the condition that it would act as head tenant facilitating other community organisation's use of the property until October 2024. See Appendix 1.
- 3.4 As lead tenant QPCC would be responsible for setting the charges to other tenants in order to cover operational costs including business rates, utilities, WIFI connectivity, cleaning and security. The City Council would maintain the health and safety compliance of the building.
- 3.5 The City Council has identified five other local organisations that have expressed interest in additional space and may wish to become tenants during this interim period.
- 3.6 Whilst QPCC needs additional space, the ideal would be for a permanent space rather than an interim space. It would not be conducive for the Council to vacate its tenancy at the Beethoven to move-into this space temporarily.
- 3.7 Committee may find it useful to discuss whether holding a lease agreement of this nature may be beneficial for potential future endeavours as a landlord/ property steward.

- 3.8 Committee should consider the additional staff capacity that would be required to ensure it can effectively take on the role as a facility manager.
- 3.9 Committee should consider that income generational potential of the opportunity. As an example – The Beethoven Currently has vacant officers valued between £9400 - £10000 per annum excluding service charge currently in excess of £4000 per annum. There are nine separate vacant spaces available in the leased property.
- 3.10 It would nonetheless be ideal that the Council charges potential sub-tenants less than the market value (as exemplified by the costs at the Beethoven) on account of the nature of the lead tenancy.
- 3.11 Committee should also consider that there are already a number of ongoing leasing/ steward agreements in play in regards to the Queen's Park Hut, facilitating the Free Usage Agreement at the Jubilee Community Centre and the City Council's work relating to Queen's Park Hall.
- 3.12 The QPCC's Standing Orders outlines that "No real property (interests in land) shall be purchased or acquired without the authority of the full council. In each case a report in writing shall be provided to council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate" Therefore a lease agreement would be finalised at a meeting of the Council upon a full report of the terms and conditions of the lease.

GROUND FLOOR

DO NOT SCALE FROM DRAWING. ALL DIMENSIONS MUST BE TAKEN ON SITE.



00	Initial Supply	KI	KI	July 2023
Rev	Description	Drn	Chk	Date

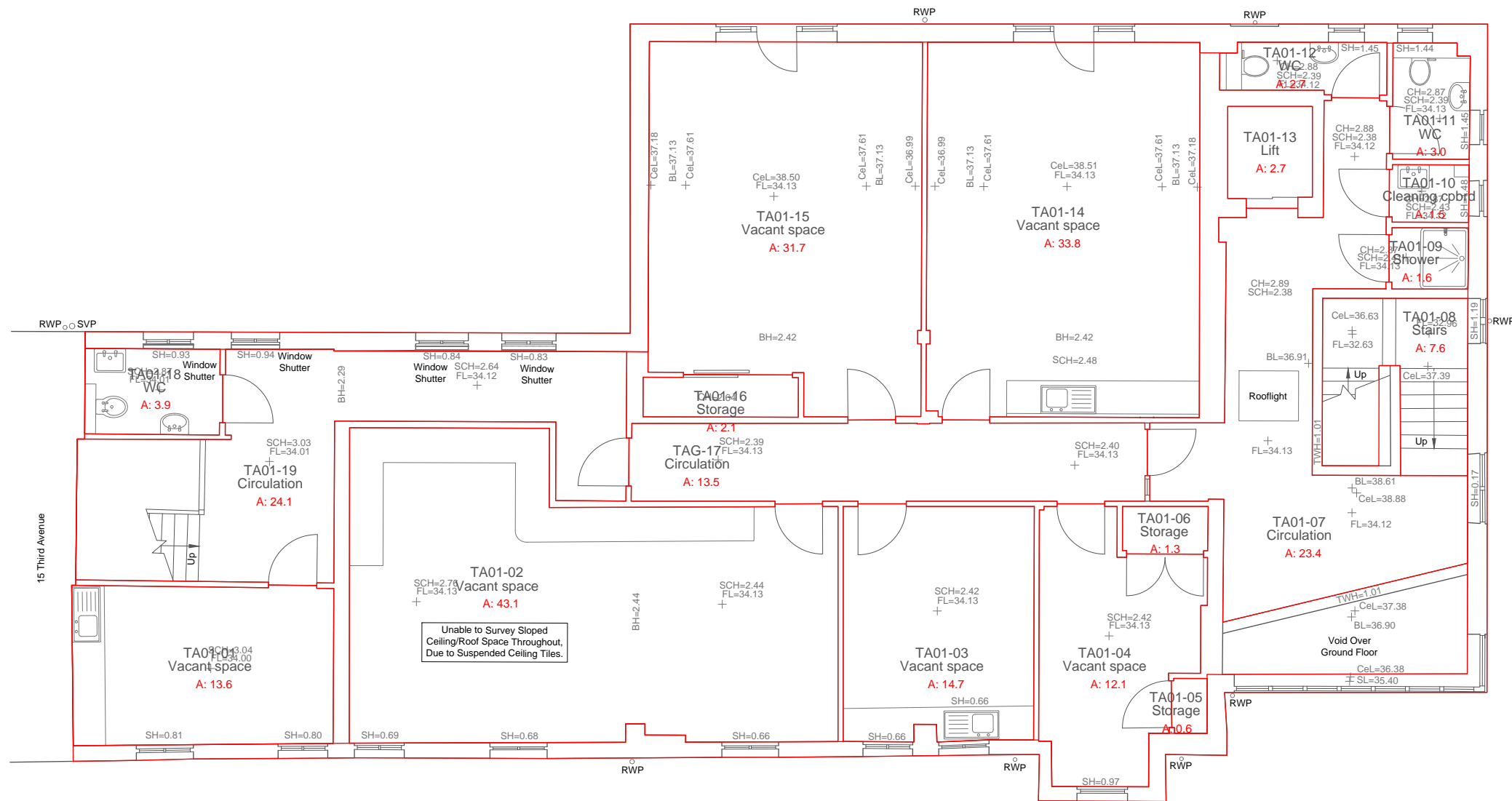


Property: 17-23 Third Avenue
London, W10 4RS
Title: Ground Floor plan

Area Information		Job: CAD Surveys	
Total Site Area:	1432.5m ²	Scale:	1:100@A3
Gross External Area:	378.1m ²	Date:	07/08/2023
Gross Internal Area:	347.9m ²	Survey:	26/07/2023
Total Room Area:	303.2m ²	Drawn:	KI
Net Internal Area:	211.4m ²	Checked:	KI
Filename:	17-23 Third Avenue.dwg		
Drawing No:	2/3		

FIRST FLOOR

DO NOT SCALE FROM DRAWING. ALL DIMENSIONS MUST BE TAKEN ON SITE.



00	Initial Supply	KI	KI	July 2023
Rev	Description	Drn	Chk	Date



Property: 17-23 Third Avenue
London, W10 4RS
Title: First Floor Plan

Area Information		Job: CAD Surveys	
Total Site Area:	1432.5m2	Scale:	1:100@A3
Gross External Area:	281.7m2	Date:	07/08/2023
Gross Internal Area:	258.7m2	Survey:	26/07/2023
Total Room Area:	237.0m2	Drawn:	KI
Net Internal Area:	154.5m2	Checked:	KI
Filename:	17-23 Third Avenue.dwg		
Drawing No:	3/3		

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	11 October 2023	Agenda Item	PL 20 – 23/24

1 Summary

This report provides an update on the activity of the Planning Working Group (PWG) 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 PWG responds to planning applications in Queen's Park on behalf of the Council.
- 3.2 The comments are publicly available on the database maintained by the City Council, and a schedule of those submitted since the previous report is in the Appendix.

4 Emerging Issues

- 4.1 There are currently seven consultations in progress and while most are alterations to residential properties two are for Air Source Heat Pumps, at Queen's Park Library and The Avenues Youth Project.
- 4.2 At the previous meeting of the Committee there was discussion on 'Project Flourish in North Kensington. As the planning application has not yet been submitted for this development there is no further information available.

Appendix: Comments on Planning Consultations

Reference	Proposal	Comments
23/01996/FULL	176 Third Avenue, London, W10 4HR Erection of half width first floor rear extension	Objection. We believe that the height and bulk of the proposed extension will have an overbearing effect on the neighbouring properties and will detract from their amenity of using their own gardens. It will harm the appearance of the building and will not contribute to the character and appearance of the conservation area. It was also noted, and this may not be a matter which is pertinent at this point, that the photograph in the Heritage Statement and the elevations submitted as 'existing' do not seem to be in accord with the planning permission issues in June 2014. (14/00253/FULL)
23/03157/FULL	83 Lothrop Street, London, W10 4JD Erection of single-storey side infill extension, installation of one skylight, and replacement of existing windows.	QPCC cannot comment on this application as it closes today and there are still no plans available on the portal.
23/03321/FUL	44 Droop Street, London, W10 4DH Erection of a single storey rear side extension at ground floor level.	QPCC has no objection to the proposal
23/03712/FULL	60 Kilburn Lane, London, W10 4AH Replacement of existing front windows and door, infill of rear side window, installation of 2 skylights.	Queen's Park Community Council has to object to this proposal. Although it is asserted that the replacement door and windows will be identical to the originals it is not possible to assess this. No details have been provided of the proposed door, nor of the existing door or windows. In the event that this information is provided to the case officer, and they are satisfied that they will be indistinguishable, this objection can be withdrawn.
23/04147/OBS	1 - 2 Banister Road Brent London W10 4AG - Demolition of existing building and erection of a 5 storey plus basement building comprised of 8 residential dwellings, with associated communal roof terrace to fourth floor, bike storage and bin storage	QPCC has no objection to this proposal. It is pleased to note the provision of family homes, and while disappointed at the lack of affordable provision will leave the viability calculation to officers as they are better trained and have more experience in such matters.