



To all Members of the People Committee (Cllrs: Orrel Lawrence (Chair), Shamsa Hersi (Vice-chair), Afsana Aktar, Eartha Pond, Shifaa Ali and Emma Sweeney) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **People Committee** to be held in **St Luke's Church, Fernhead Road** at 6pm on **Wednesday 9th July 2025**

Shuwanna Aaron, Proper Officer

4th February 2025

AGENDA

- PP 01-25/26 Apologies for absence** – to receive and approve any apologies for absence from Councillors.
- PP 02-25/26 Declarations of interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PP 03-25/26 Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held on 12th February 2025.
- PP 04-25/26 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).*
- PP 05-25/26 Financial Report** – to receive a report of current financial position.
- PP 06-25/26 Working Groups Report** – to receive verbal reports from Children & Young People, Community Engagement, Events, and Health, Wellbeing and Social Inclusion Working Groups.
- PP 07-25/26 Reveal Your Potential Project Proposal** – to receive a project proposal to utilize some of the funds held in Community Engagement Earmarked Reserves for community safety.
- PP 08-25/26 Additional Budget** – to discuss and make recommendations on how utilize the additional budget allocated to the Commitment through virement at from the Grants Budget at the May Annual meeting.
- PP 09-25/26 Chair's Report** – to receive a verbal update from the Chair of the Committee.

PP 10-25/26 **Officers' Report** – to receive a verbal update from Officers on activities not covered elsewhere.

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the People Committee Meeting held at the St Luke's Church, Fernhead Road
on **Wednesday 12th February 2025** commencing at 18:00.

Shuwanna Aaron, Proper Officer

24th February 2024

Present: Councilors: Sandra Bynoe (Chair), Roger Diamond (Vice-chair), Eartha Pond, Samantha Alleyne, Stella Wilson.

Also present: Shuwanna Aaron (Proper Officer) and two members of the public.

PP 27 24/25 - Apologies for absence – Cllr Ali issued apologies for absence stating Child care responsibilities. The apologies were seconded and a vote was undertaken.

RESOLVED THAT, the apologies be APPROVED.

PP 28 24/25 - Declarations of interest – No declarations were made.

PP 29 24/25 - Minutes of the previous meetings – The minutes of the previous meeting were circulated with the meeting papers and accepted a read. The Minutes were seconded as an accurate account of the meeting and a vote was undertaken.

RESOLVED THAT, the minutes be APPROVED and signed by the Meeting's Chair.

PP 30 24/25 – No questions were raised by the public.

PP 31 24/25 Financial Report – The Proper Officer noted that the Financial Report was circulated with the meetings paper and accepted as read. No questions were raised regarding the report. The report was seconded and a vote was undertaken.

RESOLVED THAT, the report be NOTED

PP 32 24/25 - Working Group Report – The Proper Officer noted that the Working Groups have not met since the last meeting of the Committee. Officers have discussed the ongoing work of each Group, feedback from residents and the Strategic Plan to make proposals for the Working Groups plan of work for the year to come. The Officer also noted a that a meeting of the Events Working Group will take place 6-8pm Monday 10th March.

RESOLVED THAT, the report be NOTED

PP 33 24/25 – Working Group Plan of Work – The Proper Officer delivered the report, outlining the key elements of each proposal. Councillors discussed the merit of each proposal and recommended that the proposed Community conversations Project be discussed further in Working Group Meeting and re-submitted to the Council for approval. The committee recommended that the Language Café Proposals be amended to be delivered in partnership with local organisations. The Report was seconded were seconded and the votes were undertaken.

RESOLVED THAT, the Run the Avenues' Project be APPROVED
RESOLVED THAT, the Language Café Project be APPROVED
RESOLVED THAT, the Community Café Project be REJECTED

PP 34 24/25 - Officers' Report – The Proper Officer provided a verbal report, noting that since the return in the New Year, Officers have been developing operational systems and the project proposals going to each meeting, as well as supporting ongoing work.

Meeting ends: 19:15

Minute Ref: PP 27- 24 – 24/25	
Signed by.....	Date.....
Cllr: Sandra Bynoe (Chair) / Roger Diamond (Vice-Chair)	

DRAFT

Project Proposal Form

Proposer /Project Lead:	Shuwanna Aaron
Project Name:	Reveal Your Potential
How has the project been identified? Please specify.	<input checked="" type="checkbox"/> Council / Committee: People Committee <input type="checkbox"/> Strategic Plan point/s: <input type="checkbox"/> Neighbourhood plan point/s: <input checked="" type="checkbox"/> Working Group: Children & Young People <input checked="" type="checkbox"/> Officers <input checked="" type="checkbox"/> Resident input: <input type="checkbox"/> Other:
Project Objectives:	<p>We know that young people's involvement in drug and gang related activities are a direct result of a broad scope of socio-economic conditions that often result in a lack of aspiration, owing to multiple interconnected factors, such as:</p> <ul style="list-style-type: none"> Limited exposure to role models, that produce awareness of a wide variety of opportunities and increased exposure to "negative stereotypes" Limited access to connections (social capital) that can provide access to educational and development opportunities Underfunded schools and systemic disadvantages within education leading to lower academic achievement with a knock-on effect of self-belief. Limited access to supplementary educational and professional opportunities due to affordability and limited social capital. Economic instability in the homes, resulting in guilt or sense of responsibility, leading young people to seek and prioritize short-term survival strategies to secure basic needs over long-term goals. Experiences/knowledge of structural discrimination and systemic disadvantages which block or discourage ambition and leads to lowered belief in one's ability to achieve or a sense of helplessness. Parental/ familiar disconnection often resulting from parents' requirement to focus on providing and "making ends meet" Lacking senses of community and belonging which is preyed upon by those involved in gang and drug related activities <p>This proposed project seeks to build young people's aspirations by counteracting the effects of growing and living in socio-economic disadvantage; improving participants' self-efficacy, sense of belonging and connectedness and empowering them with knowledge and skills to target studies and/or professional fields that match their talents and aspirations.</p>
Project Deliverables:	<p>A six-part series of workshops and networking opportunities delivered as part of the Summer in Queen's Park Programme and in partnership with the City Council Global Majority Staff Network, Corporate partners and local resident and facilitator Darini Vedarattiname, covering the following themes:</p> <ol style="list-style-type: none"> Raise Self-Awareness and Confidence Support Queen's Park youth to see beyond their struggles and challenges to recognise the opportunities and privileges they can access and

Commented [SA1]: What problem/ issue does the project aim to solve?

Commented [SA2]: Describe the specifics of the Event /activity being proposed.

	<p>leverage to recognise their personal strengths, values, and aspirations, building the confidence needed to shape their own futures.</p> <p>2. Promote Equity of Access to Opportunity Equip participants with knowledge, tools, and networks that reduce barriers to education, employment, and entrepreneurship—especially for those from underrepresented or underserved backgrounds.</p> <p>3. Foster Critical Skills for Life and Encourage Informed Exploration of Career Pathways Help young people develop essential tools to stay motivated and driven towards long-term goals while managing unexpected or difficult circumstances and to discover a wide range of professional fields and learning opportunities through guided self-reflection, practical research methods, and exposure to diverse role models.</p> <p>4. Promoting Advocacy Supporting young people with the tools and skills to advocate for themselves which faced with structural/ institutional bias and when navigating situations of peer pressure, grooming and potential violence</p> <p>5. Create Safe, Supportive Mentoring Relationships Connect youth with mentors and trainers who can guide them through their journey, offering encouragement, lived experience, and practical advice in a culturally safe environment.</p> <p>6. Strengthen Community Ties and Local Empowerment An opportunity for young people to celebrate their achievements as part of the programme, to connect and network with QPCC Councillors, Volunteers and to learn how they can make a difference locally through engagement with the Community Council.</p> <p>At the end of the programme, young people will be encouraged to retain mentorship relationship (with parental consent and oversight) with the mentors that work with as part of the programme, including QPCC Councillors and Officers. There will also be sign-posting to other longer-term mentorship programme being developed at the Fernhead Methodist Church.</p>	
Impact:	How will the community benefit?	<p>This program would greatly benefit young people at risk of gang involvement, drug use or supply, or poor educational outcomes by providing them with positive role models who demonstrate alternative paths to success. By improving access to social capital, the program helps them build networks that open doors to education and employment, reducing reliance on harmful environments. Through skills training in self-advocacy, participants learn to navigate systemic barriers and avoid violence, empowering them to make safer, more informed choices. Additionally, fostering a sense of belonging combats isolation and disengagement, while tailored guidance helps align their talents with realistic academic and career goals. Ultimately, the program equips them with greater self-efficacy, hope, and direction, steering them away from risky behaviors toward meaningful futures.</p> <p>There will be wider benefits to the parent and families of participants who may experience decreased worry and stress in relation to their young persons' safety and development.</p>

Commented [SA3]: How does this activity improve the health, wellbeing or quality of life of people in Queen's Park? Highlight whether all people benefit in the same way, or whether some people benefit more or less than others?

		If successfully, the programme can be replicated across the year with new cohorts of young people and can form part of the Council's long-term approach to supporting children and young people while addressing safety and violence among them. The project can also become a catalyst for longer-term involvement of young people in council work.
	Who are the target beneficiaries?	The target beneficiaries are Queen's Park young persons of all genders and a diversity of backgrounds aged 15 – 17.
	How many will benefit?	12 - 15
How will you engage your target beneficiaries?	The programme will be promoted through the Community Council's print and digital channels as part of the Summer In Queen's Park Programme, in addition to the Council's local VSC mailing List.	
	Westminster Academy has agreed to promote the programme through it's newsletter going to all parents at the school, in addition to working with pastoral colleagues to identify and encourage the engagement of young people who may be at risk and would benefit from the programme. A similar arrangement is currently being discussed with Paddington Academy.	
Projected Timeframes:	June – 11 th July: Finalise Planning 11 th – 28 th July: Promotion & Participant Registration 31 st July – 28 th August – Facilitation: sessions 1-4 6 September: Celebration & Networking Event 15 th – 22 nd September: Evaluation 12 th November: Report to Committee.	
Proposed external partners & their contributions	Partner	Contribution
	WCC Global Majority Network	Facilitation support In-programme Mentorship Networking with participants
	WCC Communities (Farah)	Venue provision
	Pa Consulting	Venue Provision BAME Staff Networking opportunity with partners
	Rebel Business School	Venue Provision Staff Networking with participants
	Fernhead Road Methodist Church	Ongoing mentorship opportunities
	Westminster & Paddington Academies	Promotion & sign-posting
	PDT (Lola)	Facilitating DBS checks where needed
	QP Family Hub, Avenues	Promotion

Commented [SA4]: Which types of people do you want to take part in this project or activity? Which type of people do you think will want to get involved in this project?

Commented [SA5]: Set a target about how many people you think need to be engaged in the activity for it to be a success.

Commented [SA6]: Think about the types and number of people you have identified as your target audience, and consider what the best ways are to engage these people.

E.g: If you've young people aged 18 -25 as your target, you need to identify places (digitally and physically) where you will find young people to engage with and what types of activities will engage them.

Commented [SA7]: Work backwards from the event date and think about all the key milestones and how long you need to meet them. Identify an event date you think is suitable based on your target audience.

	Youth Project, ESP, QPBA, Mozart RA & QPCC's wider VSC network	
	Young Westminster Foundation	Sign-posting (Safety Partners
Project Team & Resource	Team Member	Support Needed
	LC	Promotion
	QPCC Councillors	Engagement & Networking with participants Ongoing mentorship?
	What non-financial resources are needed?	
	SA – Time to oversee the programme	
What are the potential risks of running the project and how will they be mitigated?	Safeguarding Risk – through risk assessment, DSC checks and ensuring an appropriate presence and ratio of adults to young people at all times.	
	Pick-up & participation - The programme can successful be facilitated with a minimum of 8 and a maximum of 15 participants. It is anticipated there may be a struggle to sign-up young people and a potential for drop-off – so there will be an intensive outreach with the aim of a minimum of 20 sign-up – anticipating at least 5 drop off after the first session. The first session, is partially dedicated to building connecting between facilitator participants as a means of encouraging retention.	
What is the impact on local Biodiversity and how will it be mitigated?	Limited /None	
What is the impact on the wider climate and environment and how will it be mitigated?	There will se some printing as part of the programme and use of flipchart.	
	Facilitators will be committed to using electrical means of presentation where possible and will provide digital copies to avoid the need to print. Participants will be provided with folders to keep al printed materials safe – mitigating waste from lost. All standard approaches to mitigating waste – turning off equipment, etc will be put in place.	
How will the duty to prevent sexual harassment be met?	This will be addressed as part of the risk assessment and will include: Ensuring that all volunteers, officers and partners are made aware of the Anti-sexual harassment policy, procedures and their responsibilities in that regards. Ensuring a main point of contact is identified to all participants, parents and volunteers and that they are encouraged to raise any concerns.	

Commented [SA8]: What do you need to make this event happen that we can access for free? Volunteer support?

Commented [SA9]: E.g. Public Perception of the project/ programme. Reputational Damage to the Council. Communication risks, etc



	<p>Ensuring to set expectations for the space so that respect and boundaries are maintained throughout.</p> <p>Ensuring all facilitators and volunteers are made aware of strict expectations in regards to communication with participants outside of the programme.</p>		
How will the project be evaluated / how will impact be measured?	<p>Impact will be evaluated through and assessment of sign-up and retention across the programme.</p> <p>Baselining and evaluative surveys of participants and guardians at the end of the programme.</p>		
	<p>A post programme (two-month) evaluation of participation's continue engagement with ongoing mentorship opportunities, engagement with the council and feedback on the medium-term impact of the programme.</p>		
Detailed budget	Item	Units	Cost
	Facilitation Costs	6	1000
	Venue	3	0
	Refreshments/ Food (£80 per session x 5 session)	5	400
	Celebration Event - Refreshments	1	200
	Celebration event – Awards/ Prizes	15	150
	Total		1750

Commented [SA10]: Think about the impact you have identified above and if/ how you can measure the impact to show that the project is worthwhile. Think also about how useful the measurement is, a how we will use the measurements? What will it tell us about the community's need? Think also about the long term and short-term impact not all impact will be long-term.

Commented [SA11]: When planning your budget, think about whether we NEED to spend money on this thing, or whether we can get it for free though a partner and identify that partner above. If you're unsure about what something costs just google it and go with the average prices you find on google.

Sign Off	
Comments:	
Additional Requirements:	
Date:	

Pre-Review Check Sheet

- ☐ Risk Assessment
- ☐ Safeguarding Assessment /Plan
- ☐ Promotional Materials
- ☐ Baselining Surveys
- ☐ Registration forms (inc data collection & storage notes)
- ☐ Feedback sheets
- ☐ Other:

Report To:	People Committee		
Title:	Reveal Your Potential		
Purpose:	For discussion and approval		
Author:	Shuwanna Aaron, Proper Officer		
Date of Meeting	4 th July 2025	Agenda Item	PP 07- 25/26

1 Summary

This report lays out project a proposals for 6 part development programme for young people to be delivered as part of the Summer in Queen's Park Programme utilising funds earmarked for community safety

2 Recommendations

2.1. That the Committee discusses the proposal, make amendments as it sees fit and approve the project .

3 Background

3.1 At its last two meetings, the Committee discussed how to utilise a grant of £5000 from the City Council to respond to Community needs in relation to improving safety, tackling issues of violence. At its last meeting the committee did not approve the proposed project on assessment of value for money. The Proper Officer was instructed to revisit and redevelop the proposal with considerations of the discussion at the meeting.

3.2 The Proper Officer has subsequently sought support in developing a higher-impact project and has been working Darini Vedarattiname an Industry Advisory at the London business School who specialises in tackling complex socio-economic challenges, to adapt her transformative youth programme to meet the need of young people in Queen's Park. Specifically, responding to the need to impact of socio-economic disadvantage on young peoples' aspiration.

3.3 The programme will be delivered with the support of the City Council's Global Majority Network, Westminster and Paddington Academies and Corporate partners. There project will also provide ongoing medium-long term opportunities for young people to receive mentorship and to work with the Community Council.