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23 January 2014

To: All Members of the Joint meeting of the Alexandra Park & Palace  
Statutory Advisory Committee and the Alexandra Palace and Park  
Consultative Committee

Dear Member,

Joint meeting of the Alexandra Park & Palace Statutory Advisory Committee  
and the Alexandra Palace and Park Consultative Committee - Tuesday, 28th  
January, 2014

I attach a copy of the following reports for the above-mentioned meeting  
which were not available at the time of collation of the agenda:

**4. GOVERNANCE (PAGES 1 - 2)**

Yours sincerely

Felicity Parker  
Principal Committee Co-Ordinator

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Agenda item:

**Informal Joint Meeting of the Alexandra Park & Palace Statutory  
Advisory Committee and Consultative Committee**

**On 28 January 2014**

Report Title: **SAC/CC Governance update**

Report of: Duncan Wilson, Chief Executive Alexandra Park and Palace

**1. Purpose**

- 1.1** To advise members of the SAC/CC on those bodies whose membership should be deemed to have lapsed, having still failed to file the necessary documents with the Committee clerk
- 1.2** To advise members on the discussion held on 04 November with Committee chairs on possible governance reform

**2. Recommendations**

- 2.1** That the following bodies' membership of the Consultative Committee is deemed to have lapsed:
- Alexandra Palace Amateur Ice Skating Club
  - Alexandra Palace Angling Association
  - Alexandra Palace Garden Centre
  - Vitrine Ltd (The Lakeside Cafe)
- 2.2** That the conclusions of the meeting on governance at 6.2 and 6.3 below are discussed and noted

Report Authorised by: **Duncan Wilson, Chief Executive Alexandra Palace and Park**

*Duncan Wilson*

Contact Officer: Duncan Wilson, Chief Executive Alexandra Palace and Park

**4. Reasons for any change in policy or for new policy development (if applicable)**

N/A

**5. Local Government (Access to Information) Act 1985**

N/A

## **6 Background**

6.1 On 19 February 2013 all Consultative Committee members were contacted by letter to request details of their organisation's representative on the Committee and to provide a copy of the most recent AGM of the organisation. This is a process which must be completed each Municipal Year. A number of organisations did not respond, or did not provide all documentation, and these members were contacted again by both the clerk and the Chair of the Consultative Committee. It was also raised at the meeting held on 10 October 2013. To this date there has been no contact made by the following organisations – Alexandra Palace Amateur Ice Skating Club, Alexandra Palace Angling Association, Alexandra Palace Garden Centre and Vitrine Ltd (The Lakeside Cafe). It is therefore recommended that these organisations are removed from the membership of the Consultative Committee.

6.2 A meeting was held on 04 November with DW, Clifford Hart of LBH Democratic Services, SAC and CC chairs to discuss SAC/CC governance issues. It was agreed that the "two-committee" structure was not an ideal starting point, and that administrative efficiency would be served by merging the SAC and CC into one advisory body which the Trust board would be required to consult on certain issues. Ideally there would also be more flexibility as to which bodies were represented on the membership to ensure that it remained current. There was some discussion of the optimum size of such a single advisory committee. However such changes would require legislation. Realistically they were only likely to be achieved as part of a wider package of governance reform. The Trust would be commissioning more work on this in 2014 (*the recommendation at Agenda item 2 that the Trust should consider setting up a separate and independent Development Committee in the CE report attached is also relevant*).

6.3 For the present it was agreed to drop use of the word "informal" in the title of the joint meeting (without implying that the meeting was a formal Council committee). It was also agreed that the practice of circulation of minutes in draft would continue so that a draft record of the latest APPCT Board meeting could be considered at the next appropriate SAC/CC meeting.

## **7. Legal Implications**

7.1 The Council's Head of Legal Services has been consulted in the preparation of this report and has no comments save to repeat the valid point made in the report over the need for further legislation in order to effect the composition, and remit, of the Statutory Advisory Committee

## **8. Financial Implications**

8.1 The Council's Chief Financial Officer has been consulted in the preparation of this report and has no comments.