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12 March 2021

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 - Monday, 15th
March, 2021

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:

6. MINUTES (PAGES 1 - 12)

- (i) To note the draft minutes of the Alexandra Palace and Park Board
meeting held on 14 December 2020 and 26 January 2021

Yours sincerely

Fiona Rae, Principal Committee Co-ordinator

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MINUTES OF MEETING ALEXANDRA PALACE AND PARK BOARD HELD ON MONDAY 14 DECEMBER 2020, 7.30-9.30PM

PRESENT:

Councillors: Mike Hakata (Chair), Elin Weston (Vice-Chair), Dana Carlin, Eldridge Culverwell and Bob Hare

Non-voting Members: Jason Beazley, Duncan Neill and Nigel Willmott

45. FILMING AT MEETINGS

The Chair informed all present that the meeting was being live streamed on the Council's website.

46. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr da Costa.

47. URGENT BUSINESS

None.

48. DECLARATIONS OF INTERESTS

None.

49. QUESTIONS, DEPUTATIONS OR PETITIONS

None.

50. MINUTES

RESOLVED that

- i. The minutes of the Alexandra Palace and Park Board meeting held on 14 September 2020 be approved subject to the following amendments:**

Minute item 30, paragraph 3 be amended to read:

It was important to place on record the value of the FOAPT, and Ms Stewart passed on the Executive Team's particular thanks to Nigel Willmott and Pat Brearey. The report recommended that the constitution of the FoAPT be amended to delete the delegation from the Trust Board of a member to the FoAPT committee. This would bring the FOAPT in line with other stakeholder and special interest groups such as the Friends of Alexandra Park.

- ii. The minutes of the Alexandra Palace and Park Board meeting held on 20 October 2020 be approved;**

- iii. **The minutes of the Alexandra Park and Palace Advisory Committee held on 5 November 2020 be noted; and**
- iv. **The minutes of the joint Alexandra Park and Palace and Advisory Committee & Alexandra Palace and Park Consultative Committee held on 5 November 2020 be noted.**

51. REPORT FROM THE CHAIR OF THE FINANCE, RESOURCE, RISK & AUDIT COMMITTEE (FRRAC)

Councillor Carlin introduced the report as set out.

RESOLVED that the report be noted.

52. CEO'S REPORT

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. Since the preparation of the report the Palace had received confirmation of £2.9m of funding from the Culture Recovery Fund which would support recovery and delivery of the five year plan.

Following questions from the Board, it was noted that:

- Final snagging of the East Wing - inspections had been regularly undertaken since completion, with no issues to report currently.
- Ice Rink – the Covid measures implemented were concentrated on the management of people entry and egress. The reception area had been moved for the safe flow of people, protective screens installed and signage requesting people to wear masks when not on the ice.
- Anti-Social Behaviour continued to be an issue. Security was in place to protect the assets and vehicles were moved on, however despite support from the Police they continued to return. Further night time road closures were being considered but there were cost implications to this. A further risk assessment would be conducted and the Local Authority would be liaised with around any changes required and costs associated. Implementing car park charging would enable the Trust to reclaim control of the park.
- Darts would continue to take place at the Palace, but behind closed doors with no public attendance.
- Park visitors increased enormously, but there was little data on where visitors came from. It was hoped that some would continue to be regular visitors to the park in the future.

RESOLVED that the report be noted.

53. CAR PARK CHARGING

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out and explained that the project team was now in place and aimed to deliver by April 2021. The auditors had been challenged on their original advice that parking should

be treated as commercial trading. Advice had been sought to achieve the most financially efficient outcome for the Trust and to guarantee the income from the charges for the Trust. If the auditors' opinion was to establish a new subsidiary then a further decision would be required by the Board.

Further information would be provided to the Board when received.

RESOLVED to note:

- i. **the progress made on the car park charging project and the target implementation date of April 2021;**
- ii. **the possibility that, to achieve the financially efficient treatment of the income and to effectively manage risk, the Trust may need to establish a second trading subsidiary;**
- iii. **that a special Trustee Board meeting may be required in January/February to finalise the financial and governance arrangements for parking income and management.**

54. FINANCE UPDATE

Dorota Dominiczak, Finance Director Alexandra Palace, provided a verbal update on the financial position of the group as considered by the FRRAC on 10 November 2020 and the subsequent announcement of the Culture Fund Recovery (CRF).

Before the receipt of the CRF the Trust was expected to break even in the current year. With the CRF, the Trust was now predicted to achieve a cash surplus into the next financial year which would help enormously as the Trust was not expecting to receive a Gift Aid contribution from the Trading Company in 2021.

The Vice Chair expressed thanks to the senior leadership team for their achievements in such a difficult year. This was echoed by the Chair.

RESOLVED to note the update.

55. APTL BOARD APPOINTMENTS

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. The report highlighted that the appointment of a Non-Executive Director (NED) as Vice-Chair to the APTL Board had created the need for a remuneration scale for independent directors (which Board Members would be considering under the exempt section of the meeting).

RESOLVED that the report be noted.

56. FUNDRAISING UPDATE

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. To date a phenomenal amount of fundraising had been achieved given the difficult year, £4.2m from public fundraising and the CRF.

The Board felt it was important to place on record its thanks to the public for continuing to support the Palace. Louise Stewart explained that social media and press releases were used to thank the public and all funders.

RESOLVED that the report be noted.

57. ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT

None

58. FUTURE MEETINGS

26 January 2021 (additional, to be confirmed)
29 March 2021

59. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that the press and public be excluded from the meeting for the consideration of items 16-20 as they contain exempt information as defined in Section 100a of the Local Government Act 1972; Para 3 - information relating to the business or financial affairs of any particular person (including the authority holding that information), and Para 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

60. MINUTES

RESOLVED that the exempt minutes of the Alexandra Palace and Park Board held on 14 September 2020 be approved.

61. EXEMPT - DRAFT END OF YEAR REPORT AND ACCOUNTS

The recommendations in the report were approved.

62. EXEMPT - APTL CHAIR'S FEEDBACK REPORT

The recommendations in the report were approved.

63. EXEMPT = APTL REMUNERATION SCALE FOR NON-EXECUTIVE DIRECTORS

The recommendations in the report were approved.

64. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT

None.

CHAIR: Councillor Mike Hakata

Signed by Chair

Date

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MINUTES OF MEETING ALEXANDRA PALACE AND PARK BOARD HELD ON TUESDAY 26 JANUARY 2021, 7.30 - 9.20 pm

PRESENT:

Councillors: Mike Hakata (Chair), Elin Weston (Vice-Chair), Nick da Costa, Eldridge Culverwell and Bob Hare

Non-voting Members: Jason Beazley, Duncan Neill and Nigel Willmott

65. FILMING AT MEETINGS

The Chair informed all present that the meeting was being live streamed on the Council's website.

66. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Carlin and Val Paley.

67. URGENT BUSINESS

None.

68. DECLARATIONS OF INTERESTS

None.

69. QUESTIONS, DEPUTATIONS OR PETITIONS

None.

70. CEO'S REPORT

Louise Stewart, Chief Executive Alexandra Palace, introduced the report and explained that the report was a light update as the meeting was outside of the usual meetings schedule. The following was noted:

- a. The car park charging project was still on track for implementation in April 2021 although it could be later in the month. Options for separating the scheme into several parts to enable enforcement to be implemented first would address the high volumes of car-borne anti-social behaviour (ASB) on the road, which had not reduced over the winter and was expected to increase as the weather became warmer and evenings lighter. The relevant local authorities were engaged.

The Trust was committed to implementing the entire scheme this year. The scheme would not resolve all ASB issues but would enable the Trust to manage car related ASB and illegal parking on its land.

The Chair highlighted that the current tap to donate scheme in the East Car Park had raised £131,000, which demonstrated the importance of car park charging as an income stream for the Charity and asked whether all car parks would be covered. Louise Stewart confirmed that all car parks would be covered by the scheme although the East Car Park was the only car park to open during the pandemic because it was the easiest to manage. It was not cost effective to open the Grove car park at present, which was a common area for ASB but under the scheme it would be open and secure.

In response to questions around sustainable travel plans and closing the road to traffic in the future, Louise Stewart explained that, as with car parks, closing the road would displace the issues. The road was used by approximately 70,000 cars a week and closure would impact the local community. A bus gate couldn't be ruled out for the future but a decision had to be based on the Charity's need.

- b. Glazing & roofing repairs – the Trust was hoping to apply to at least one funding body for some of the work.
- c. The Sales, Events and other teams continued to work extremely hard to keep Alexandra Park and Palace on the radar, engaging with clients, the public and supply chains and finding opportunities to generate income, including filming shoots on site.
- d. Board Members supported any opportunity the Trust had to celebrate its volunteers for the scale of their support for the Trust and asked for more information on the award nomination submitted by the Trust. Louise Stewart explained that two nominations were made to The Heritage Alliance, Heritage Heroes Award for the local volunteers and also the Trust's wider volunteers who had stayed engaged despite not being able to attend in person. Trustees would continue to receive the regular volunteers' newsletters curated by some of the volunteers themselves.

RESOLVED that the report be noted.

71. CREATIVE LEARNING

- a. Mark Civil, Head of Creative Learning, gave a presentation showing recent and current activities. Online digital resources had been an aspiration early in 2020 but in March 2020 the small team was forced to move forward with the plan and had since produced 43 activity support packs to support various groups: teachers, schools, families using the park, residential care homes.
- b. In addition, the team had produced 25 films, some step by step guides to learning new films, some setting challenges and advocacy films. The team was still delivering weekly workshops over Zoom (primarily with young people and

older people) and had hosted seven youth panels as well as some face to face and dial-in workshops with young people excluded from school.

- c. Volunteers continued to work across the site with 10 working on the archives, inputting data into the digital collection system and other administrative support. Weekly newsletters updated the volunteers on Creative Learning and the wider organisation activities but it also provided information about opportunities and support in the locality.
- d. Some face to face activities had taken place with 25 days of outdoor summer camps including street art, sustainable fashion, street dance and spoken word techniques in an outdoor environment.
- e. The schools programme was the hardest hit during 2020 but the team still reached 7,000 children with the Biblio Buzz project and the Big Schools programme. Biblio Buzz 2021 had recently launched but had to be pushed back to June for various reasons that have since been resolved.
- f. The Big Schools Para Dance set design & choreography programme for young people with special education needs was initially planned to enable the young people to showcase their dance work in the Theatre but was moved online as a gala event with advocacy from dance artists.
- g. The Young People's Programme, Culture Bubble, was launched online, its core purpose was to create a channel for young people to have a voice through APP and to create programme but to also encourage leadership careers in the sector. The first task for the Young People's Panel was to create a manifesto and regular panels are hosted: <https://www.alexandrapalace.com/whats-on/culture-bubble-youth-voice/> . The Team was also working with Haringey libraries and Arts Council England to broaden the project across the borough to engage young people in programming culture in their locality.
- h. Residential homes were also hit hard by the lockdown with reduced visits and residents being isolated for weeks. The Team started creating monthly resource packs for engagement officers in care homes to use with the residents and created Little Windows Therapies where visual performers create bespoke acts that create a dialogue with the residents and the outside world, through the windows. The sessions took place for one month before Christmas and will resume this year.
- i. Prior to the lockdown Rhythm Stick used the Theatre as a safe space for a club-night at least 3 times a year. 15 young people (NEETS – Not in Education, Employment or Training) learned through a training programme how to organise an event. A similar programme with adults with learning disabilities has just been completed to create an advocacy video for Rhythm Stick and it is hoped an event can take place in March.
- j. Through funding from the BBC Children in Need, the team had been able to target Young Carers with a programme for respite opportunities and activities for their families to come together through the spirit of play. The project initially

planned workshops and activities in the Creativity Pavilion and Ice Rink but was replaced with activity hampers and a Deliveroo voucher being sent to families and opportunities to join online performance and social events.

- k. Although outdoor learning activities are on hold, the team was working with an artist on fitting a learning structure and compostable/ adaptable toilets in the old Deer Enclosure and investigating Wild in the Park merchandise possibilities.
- l. In response to questions on how partnerships were developed Mark Civil explained that a combination of council-led and grass roots organisations were used to reach new groups. A need was established and then the Team would think about which funders to target.

The Board commended the Creative Learning Team's ability to adapt and the level of work it has been able to deliver and **RESOLVED**

- **That the Young People's Panel be invited to a future meeting to present their manifesto; and**
- **To act as advocates, sharing the work of the Creative Learning Team across the borough.**

Action: Share Presentation with Board Members & arrange invite for Young Peoples (Natalie Layton)

72. ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT

None

73. FUTURE MEETINGS

29 March 2021

74. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that the press and public be excluded from the meeting for the consideration of items 11-13 as they contain exempt information as defined in Section 100a of the Local Government Act 1972; Para 3 - information relating to the business or financial affairs of any particular person (including the authority holding that information), and Para 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

75. EXEMPT - GROUNDS MAINTENANCE CONTRACT VARIATION

The recommendations in the report were approved.

76. EXEMPT - STAFF WELLBEING SURVEY

The presentation was noted.

77. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT

None.

CHAIR: Councillor Mike Hakata

Signed by Chair

Date

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