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26 March 2021

To: All Members of the Alexandra Palace and Park Board

Dear Member,

Alexandra Palace and Park Board - Monday, 29th 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 - 4)**

- i. To confirm the minutes of the Alexandra Palace and Park Panel held on 15 March 2021 as an accurate record of the proceedings.

**10. FRRAC CHAIR'S REPORT (PAGES 5 - 6)**

**17. EXEMPT - DRAFT 2021/22 CONSOLIDATED BUDGET & DELIVERY PLAN PRIORITIES (PAGES 7 - 10)**

**20. EXEMPT - REPORT FROM CHAIR OF APTL (PAGES 11 - 12)**

Yours sincerely

Felicity Foley, Committees Manager

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## **MINUTES OF MEETING Alexandra Palace and Park Panel HELD ON Monday, 15th March, 2021, 9.15 - 9.40 pm**

### **PRESENT:**

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

**Non-Voting Members: Jason Beazley and Nigel Willmott**

### **35. FILMING AT MEETINGS**

The meeting was recorded for subsequent broadcast on the Council's website.

### **36. APOLOGIES FOR ABSENCE**

None.

### **37. URGENT BUSINESS AT SPECIAL MEETINGS**

As it was a special meeting, no other business was considered.

### **38. DECLARATIONS OF INTEREST**

None.

### **39. PARK LICENCE VARIATION**

The Chair opened the discussion on the report and referred to the earlier discussion by the Statutory Advisory Committee and Consultative Committee.

In response to the earlier discussion, Louise Stewart – Chief Executive, Alexandra Palace – advised that it would not be possible to have a trial period to assess whether the concerns raised by the Committees could be mitigated, as programming required licensing obligations to be in place so that event promoters and funders could confirm bookings. One of the biggest risks for the Trust was the inability to move quickly enough to realise opportunities for income generation due to governance restrictions.

With regards to toilet provision, the solution was not easy nor cheap. However, the Trust would commit to reviewing options for the future, as well as identifying requirements for this year in line with the increased catering which was to be provided in the Park.

Ms Stewart advised the Board that it could review the licence annually to evaluate whether a balance between impact on the Park and its neighbours and income generation had been achieved.

In regard to noise, the Trust had a good record of monitoring noise levels and responding to enquiries from residents. Very few noise complaints had been received and the licence had never been breached.

Ms Stewart confirmed that the Friends of Alexandra Park could be involved in the planning of all outdoor events to ensure any concerns that the group may have are addressed.

Following a discussion, the Board recognised the need for the Trust to generate income whilst achieving a balance between events and public enjoyment of the Park. The Board also recognised the need for increased and appropriate litter collections, as well as appropriate toilet provision.

The Board accepted that the timeliness of the Trust's recovery from Covid-19 and its financial position meant that it would not be possible to delay the licence application whilst finer details were ironed out. The Board noted that there would be the opportunity to review the licence in a years' time.

The Board noted the offer of the Chief Executive to provide communications to the Statutory Advisory Committee and Consultative Committee, and further requested that an item be added to the agenda for those meetings, as well as communicating with Members outside of the meeting cycle.

The Board therefore **RESOLVED** to approve the Trust's application to the Licensing Authority to:

- i. **Extend the licensable area of the Parkland to include the East & Pavilion Car Parks (currently under the Palace Licence) and Pitch and Putt area;**
- ii. **Maintain the cap of 30 licensable events days within the Park Licence;**
- iii. **Include within the Park Licence the ability to host an unlimited number of small-scale licensable events for under 600 attendees.**
- iv. **Increase the number of events permitted over 55Db level (from 4 events at 65Db to 5 and from 0 events at 70db to 4) to accommodate events in the added areas, within the existing 30 event days permitted;**
- v. **Ring fence 2 of the 4 proposed event days at 70db, if the licence variation is approved by the Trustee Board, for the Pavilion Car Park; and**
- vi. **Include, within the Park Licence, the ability to sell alcohol as part of an improved food and beverage offer across the Park site as detailed in the report.**

CHAIR: Councillor Mike Hakata

Signed by Chair .....

Date .....

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**ALEXANDRA PARK AND PALACE CHARITABLE TRUST BOARD**

**29 MARCH 2021**

**Report Title:** Finance, Resource, Risk and Audit Committee (FRRAC) Chair's report

**Report of:** Cllr Dana Carlin, Chair of FRRAC

**Local Government (Access to Information) Act 1985** N/A

**1. Introduction**

- 1.1 FRRAC is a non-decision making committee established by the Trust Board to support the Board in delivering its finance, resource, risk and audit responsibilities.
- 1.2 The minutes of FRRAC meetings are circulated to the Trustee Board Members in their information pack.
- 1.3 This report highlights relevant considerations of the FRRAC at its recent meetings on 22 October and 10 November 2020 and makes recommendations to the Board. The minutes are included in the Trustee Information Pack.
- 1.4 The meeting on 22 October was attended by: Cllr Dana Carlin, Cllr Bob Hare, Claire Pape, Louise Stewart, Emma Dagnes, Dorota Dominiczak and Nat Layton (clerk), with apologies received from Elin Weston. There were no apologies for the 22 November meeting.

**2. Recommendations**

FRRAC recommends that the Trustee Board;

- i. approves the recommendations in the exempt draft 2021/22 Consolidated Budget and the exempt feedback from FRRAC;
- ii. approves the 2021/22 Delivery Plan Priorities and notes that the Trust will not be able to move further towards London Living Wage as planned, although the target date for achieving LLW remains 2022;
- iii. considers the risks of not having adequate insurance policies and fire safety systems in place;
- iv. notes the reputational risk if events in the Park are not

**3. 2021/22 Budget Planning**

- 3.1 We noted the financial pressures and proposed mitigating actions for the Group (Trust and Trading) in 2021/22.

- 3.2 We were satisfied that the 2021/22 budget was prudent but that there were still unknown risks around insurance costs due to market inflation and limited supply. The Board are asked to consider the financial, legal and safety risks that have arisen during the current insurance renewal process following a change in the insurer's requirements for the building's fire detection systems.

#### **4. Other items**

- 4.1 We received a presentation on the progress of Culture Recovery Fund projects as included in the CEO's report on this agenda and an update on the current employment approach.
- 4.2 We commented on the Strategic Risk Register and asked the Risk Management Group to simplify the risk scoring system in its next review and noted, that once details were clear, the risks associated with fire systems and insurance would be included in the register. We enquired whether any risks will change as a result of more events in the Park and fewer in the Palace and noted that only risk lies in reputational as discussed by the SAC/ CC.



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