

NOTICE OF MEETING

ALEXANDRA PALACE AND PARK BOARD

**Tuesday, 19 July, 2022, 7.30 pm - Theatre Foyer, Alexandra Palace,
Palace Way, Wood Green, London N22 7AY (watch the live meeting
[here](#), watch the recording [here](#))**

Councillors: Stennett, da Costa, Ibrahim (Chair), Collett (Vice-Chair), Elliott and Mahbub

Co-optees/Non Voting Members: Jason Beazley (Three Avenues Residents Association (TARA)) (Co-Optee), Duncan Neill (Muswell Hill and Fortis Green Association) (Co-Optee), Val Paley (Palace View Residents' Association) (Co-Optee), and Nigel Willmott (Friends of the Alexandra Palace Theatre) (Co-Optee)

Quorum: 3

1. **FILMING AT MEETINGS**

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

3. **URGENT BUSINESS**

The chair will consider the admission of any late items of urgent business. Late items will be considered at item 15.

4. DECLARATIONS OF INTERESTS

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- a. Must disclose the interest at the start of the meeting or when the interest becomes apparent; and
- b. may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct.

5. QUESTIONS, DEPUTATIONS OR PETITIONS

To consider any questions, deputations or petitions received in accordance with Part 4, Section B29 of the Council's Constitution.

6. MINUTES (PAGES 1 - 8)

The board are asked:

- a. To confirm the minutes of the Alexandra Park and Palace Board held on 9 June 2022 as an accurate record; and
- b. To note the minutes of the Alexandra Park and Palace Joint Advisory & Consultative Committee held on 20 June 2022.

7. FEEDBACK FROM THE JOINT ADVISORY & CONSULTATIVE COMMITTEE

To note any verbal updates from the observer/co-opted board members.

8. FEEDBACK FROM THE CHAIR OF FRRAC (PAGES 9 - 10)

To note the report and receive a verbal update following FRRAC's consideration of the Trustees' Annual Report and Accounts.

9. PLANNING, ADVERTISING, AND LISTED BUILDING APPLICATIONS (PAGES 11 - 32)

The board are asked:

- a. To note that the Advisory and Consultative Committees were consulted on the recommendations at a joint meeting on 20th June 2022, the draft minutes of which are included at agenda item 6b and within this report;
- b. To approve the submission of planning, listed building and advertising consent applications for the proposals outlined in the report at 1.2.
- c. To delegate to the CEO of Alexandra Park and Palace, the authority to submit the individual consent applications at the appropriate time during each project.

10. CEO'S REPORT (PAGES 33 - 40)

To note the general update including annual monitoring.

11. FINANCE REPORT

To note the report.

Report to follow.

12. TRUSTEES' REGISTER OF INTERESTS

To consider whether any trustees' interests are likely to give rise to a serious conflict of interest.

Report to follow.

13. POLICY REVIEWS

The board are asked:

- a. To approve the amended Safeguarding Policy; and
- b. To approve the amended Whistleblowing Policy.

Report to follow.

14. ENVIRONMENTAL SUSTAINABILITY REPORT (PAGES 41 - 44)

To approve the Environmental Strategy.

15. NEW ITEMS OF URGENT BUSINESS

To consider any items of urgent business brought forward at item 3.

16. EXCLUSION OF THE PUBLIC AND PRESS

Items 17-21 are likely to be subject of a motion to exclude the press and public from the meeting as they contain exempt information as defined in Section 100a of the Local Government Act 1972; Para 1 – information relating to any individual, Para 2 – Information which is likely to reveal the identity of an individual, 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.

17. EXEMPT SPORTS GROUND LEASE

To approve the recommendations in the report.

Report to follow.

18. EXEMPT TRUSTEES DRAFT ANNUAL REPORT AND ACCOUNTS

To approve the draft documents for submission to the regulatory bodies.

Report to follow.

19. EXEMPT AUDIT FINDINGS REPORT (PAGES 45 - 80)

To note the report.

20. DELEGATED DECISIONS (PAGES 81 - 82)

To inform the board of delegated decisions and significant actions taken by Alexandra Park and Palace officers.

21. EXEMPT FEEDBACK FROM THE CHAIR OF THE TRADING SUBSIDIARY

To note the report.

Report to follow.

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

To note any items of exempt urgent business.

23. FUTURE MEETINGS

Thursday, 29 September 2022

Tuesday, 13 December 2022

Monday, 20 March 2023

All meetings to commence at 7.30pm unless otherwise stated.

Jack Booth, Principal Committee Co-ordinator
Tel – 020 8489 4773
Fax – 020 8881 5218
Email: jack.booth@haringey.gov.uk

Fiona Alderman
Head of Legal & Governance (Monitoring Officer)
George Meehan House, 294 High Road, Wood Green, N22 8JZ

Monday, 11 July 2022

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MINUTES OF MEETING ALEXANDRA PALACE AND PARK BOARD HELD ON THURSDAY, 9 JUNE 2022, 5-5.30PM

Councillors: Stennett, da Costa, Ibrahim (Chair), Collett (Vice-Chair), and Mahbub.

ALSO ATTENDING: Emma Dagnes (CEO), Natalie Layton (Executive Assistant), and Jack Booth (Principal Committee-Co-ordinator).

1. FILMING AT MEETINGS

The meeting was not filmed.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Elliott, Jason Beazley, Val Paley, and Duncan Neill.

3. URGENT BUSINESS

There was an item of urgent business relating to the lighting of the mast. This would be dealt with at agenda item 10.

4. DECLARATIONS OF INTERESTS

There were no declarations of interest.

5. QUESTIONS, DEPUTATIONS OR PETITIONS

There were no questions, deputations, or petitions.

6. MINUTES

RESOLVED

- a. To approve the minutes of the Alexandra Palace and Park Panel meeting on 15 March 2021.
- b. To note the minutes of the Alexandra Palace and Park meeting on 25 March 2022.

7. APPOINTMENTS TO COMMITTEES

The chair said that the Noel Park Residents' Association should be invited on the SAC as there were not 'eight members of the Advisory Committee... nominated by local residents' associations.

Action: clerk to contact Noel Park Residents' Association to invite them to be part of the SAC.

RESOVLED

To note the membership of the Alexandra Park and Palace Statutory Advisory Committee, as listed in Appendix 1. It was noted that those highlighted in yellow on the paper would now be removed from the committee.

To note the membership of the Alexandra Park and Palace Consultative Committee, as listed in Appendix 1.

To appoint four trustee board members to the Finance, Resource, Risk, and Audit Committee (FRRAC):

- Councillor Stennett
- Councillor Mahbub
- Councillor Collett (chair)
- Councillor Elliot

To agree which of the FRRAC members appointed will act as chair FRRAC:

- Councillor Collett

To appoint four trustee board members to act as APTL company directors:

- Councillor da Costa
- Councillor Ibrahim
- Councillor Collett
- Councillor Stennett

To appoint two trustee board members to the Programme Board.

- Councillor Ibrahim
- Councillor da Costa

To appoint:

- Councillor Stennett as Lead Safeguarding trustee;
- Councillor Collett as Lead Whistleblowing trustee; and
- Councillor Mahbub as Lead Equality, Diversity, and Inclusion trustee.

To extend the terms of office for FRRAC independent member Clair Pape, and APTL non-executive directors, Andrew Morton and Jamie Copas for a period of three years.

8. SAC/CC MEETING

There was no feedback to consider as the Advisory and Consultative Committees had not met since the last trustee board meeting.

9. PLANNING, LISTED BUILDING, AND ADVERTISING CONSENT

To note the work being conducted in preparation for the submission of various applications, following formal consultation with the Advisory and Consultative Committees.

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

RESOLVED

To approve a one off mast lighting event for the 5-year remembrance of the lives lost in the Grenfell Tower fire.

11. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED

That the press and public be excluded for the consideration of agenda items 13-15 as they contained exempt information as defined in Section 100a of the Local Government Act 1972; Para 1 – information relating to any individual, Para 2 – Information which is likely to reveal the identity of an individual, 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.

12. EXEMPT MINUTES

RESOLVED

To approve the exempt minutes of the Alexandra Palace and Park Panel meeting on 25 March 2021.

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

There were no exempt items of urgent business.

14. FUTURE MEETINGS

Tuesday, 19 July 2022
Thursday, 29 September 2022
Tuesday, 13 December 2022
Monday, 20 March 2023

All meetings to commence at 7.30pm unless otherwise stated.

CHAIR: Councillor Emine Ibrahim

Signed by Chair

Date

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MINUTES OF MEETING ALEXANDRA PARK AND PALACE JOINT ADVISORY & CONSULTATIVE COMMITTEE HELD ON MONDAY, 20 JUNE, 2022, 7.30-9PM

SAC Appointed Councillors: Arkell, Brennan, Ibrahim, Rossetti, Wallace, Weston, and Ali.

SAC Nominated Members: Kevin Stanfield, Elizabeth Richardson, and Jim Jenks.

CC Appointed Councillors: Ibrahim, Stennett, and Da Costa.

CC Nominated Members: Annette Baker, John Wilkinson, Jacob O'Callaghan, Caroline Beattie-Merrion, Nigel Willmott, Duncan Neill, and Val Paley.

Also present: Emma Dagnes (CEO), Richard Paterson (CFO), Louise Johnson (Strategic Programme Manager), Mark Civil (Head of Creative Learning), Jack Booth (Principal Committee Co-ordinator).

Quorum: No business shall be transacted at any meeting of a Committee, Sub-Committee or other body, unless at least one quarter of the whole number of voting members are present.

1. ELECTION OF A CHAIR

RESOLVED

Nigel Willmott was elected chair of the committee.

2. ELECTION OF VICE-CHAIR

There were no nominations.

3. FILMING AT MEETINGS

A member commented that these committee meetings should be streamed and recorded to ensure the public could access them virtually.

4. APOLOGIES FOR ABSENCE

Apologies for absence had been received from:

- Jason Beazley;
- Gordon Hutchinson, Friends of Alexandra Park. He had nominated Caroline Beattie-Merriman as his substitute;
- Councillor Mahbub; and
- Adrian Thomas.

5. DECLARATIONS OF INTEREST

None.

6. URGENT BUSINESS

None.

7. COMMITTEE MEMBERS INDUCTION BRIEFING

RESOLVED

To note the contents of the report.

8. MINUTES

RESOLVED

- a. To approve the minutes of the Joint Meeting of the Statutory Advisory and Consultative Committees held on 9 March 2022 as a correct record.
- b. To note the minutes of the Alexandra Palace and Park Board meeting held on 25 March 2022.

9. PLANNING, ADVERTISING, AND LISTED BUILDING CONSENT

The Strategic Programme Manager went through the following proposals:

- Parking Management System (PMS) infrastructure;
- The Beach improvements;
- East Wing projects: Visitor Services office and store/ post room;
- East Court café/ restaurant;
- Signage and wayfinding improvement;
- Changing Places facility;
- Ice Rink café refurbishment;
- Skywalk Rooftop Adventure; and
- Go Ape Climbing Wall (non-material amendment to extant permission).

In response to member questions the Strategic Programme Manager and the CEO gave the following answers:

- Regarding the PMS there would be nine terminals across the site for payment along with clear signage. Parking would be enforced through an automatic number plate recognition system which monitored traffic. They were aiming at introducing the system this autumn;
- There were several ways to pay for parking including: Google Pay; Apple Pay; pay by phone; and paying at the car park terminal;
- Beach improvements would aim at upgrading the quality of the visitor experience through decluttering the existing area and updating parts of the building. The AstroTurf currently at the location would be factored into these considerations;
- The East Wing projects looked to improve visitor experience, while updating office space for staff. A member commented that a visitor centre would be a good addition to this proposal;
- The East Court cafe was a priority project. The charity would use their in-house team to deliver the service. Sustainability issues would be of paramount concern. A

member commented that there were particularly good local food producers and sellers in the vicinity, this venture would be an opportunity to utilise them;

- Regarding wayfinding and signage, it was emphasised that the charity had done significant work around accessibility. For example, the charity was looking at signage in braille, audio, and larger print. This was to ensure that those with protected characteristics could navigate their way around Alexandra Park and Palace safely and efficiently. Members were directed [here](#), to the charity's website, for more information about how the charity made Alexandra Park and Palace accessible to the public.
- The Changing Places facility and Ice Rink refurbishment would be part of a holistic project to improve visitor access and experience. This proposal was in the planning phase. The specifics around how the space would work operationally would be brought back to the committee after the planning phase had been completed;
- The Skywalk Rooftop Adventure company had substantial experience organising this activity at several iconic buildings in London. The charity made free tickets to events available to schools, this offer would be extended to the Skywalk as well.
- Permission was already in place for a Go Ape Climbing Wall; and
- A member commented that it would be beneficial to the public to have toilets in the park. The CEO said that this idea was welcome. However, it would prove resource intensive due to requirements around drainage and maintenance.

RESOLVED

The committee noted the proposals.

10. CREATIVE LEARNING PRESENTATION

Mark Civil gave a presentation on creative learning.

11. CHIEF EXECUTIVE OFFICER UPDATE

The CEO went through her report.

In response to member questions the CEO gave the following answers:

- Complaints were dealt with directly. To this end the charity had a close working relationship with the council.

RESOLVED

To note the general update.

12. END OF YEAR MONITORING REPORT

RESOLVED

To note the annual update on complaints and theatre use.

13. MATTERS RAISED BY INTERESTED GROUPS

A member asked for an update on the proposed plans to create a forum. They thought that the plans for a forum were in keeping with Haringey Council's aims for resident co-production, while simultaneously extending the reach of Alexandra Park and Palace to the rest of London. The CEO said that this would be discussed at board level at the next meeting in July. The charity was committed to reaching a wider audience, while acknowledging the financial parameters in which it operated. Generally, the task of promoting engagement with a broad demographic was about engendering community links, as well as providing and facilitating a space for discussion.

A committee member felt that it was vital for the Joint Advisory Committee and Consultative Committee to discuss and feedback back on how the forum would be conducted. The chair of Alexandra Park and Palace Board illustrated that the future governance and consultative arrangements of charity should be well planned to ensure clarity, in order to create wider engagement. An important part of this process was to make these types of meetings accessible to all those who wished to attend, either online, or in-person. A committee member added that it was important to balance extending engagement beyond the borough with the specific needs of residents.

14. NON-VOTING BOARD MEMBERS FEEDBACK

None.

15. NEW ITEMS OF URGENT BUSINESS

None.

16. DATES OF FUTURE MEETINGS

Thursday, 17 November 2022
Tuesday, 6 December 2022
Thursday, 9 March 2023

All meetings to commence at 7.30pm, unless otherwise stated.

CHAIR: Nigel Willmott

Signed by Chair

Date



ALEXANDRA PARK AND PALACE CHARITABLE TRUST BOARD

19 JULY 2022

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

Report of: Cllr Lotte Collett, 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 Trustee 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 meeting held on 27th June 2022 and makes recommendations to the Trustee Board. The meeting was attended by: Cllr Lotte Collett (Chair), Cllr Anne Stennett, Cllr Ahmed Mahbub, Emma Dagnes (CEO), Richard Paterson (FD), Catherine Solomon (HR Director), Richard Weaver (Audit Partner) and Natalie Layton.

2. Recommendation

To note this report.

3. Financial Update

- 3.1 FRRAC's consideration of the audit findings report was deferred due to the delayed receipt of pensions information. The Audit Partner explained that the audit had raised no significant issues but would be presented to FRRAC with the draft Trustees' Annual Report prior to the board meeting on 19th July.
- 3.2 The Audit Partner provided a governance induction in the context of charity finances explaining the differences between charity and company reporting requirements, the different types of funds that a charity holds and the importance of trustees understanding the financial information they are presented with.
- 3.3 We also noted the report from the Finance Director summarising the successful outturn position of the Group for 2021/22 and that the Trust would not be seeking an additional £800,000 in revenue grant from the Corporate Trustee for 2022/23.
- 3.4 We noted that the outlook remained uncertain with the cost-of-living crisis and increasing energy prices putting pressure on the economy and that it was essential to start building a reserve fund.

4. Other items

- 4.1 During consideration of the quarterly HR report we noted that due to the increase in the London Living Wage (LLW) meant that Alexandra Palace fell outside of being a LLW employer having achieved this in December 2021. The annual benchmarking exercise was in progress and the commitment to LLW remained. The options would be presented to Trustees in the future although there was an affordability risk.
- 4.2 We noted the 2021/22 end of year Health & Safety Report.

5. Legal Implications

- 5.1 The Council's Head of Legal & Governance has been consulted in the preparation of this report.

6. Financial Implications

- 6.1 The Council's Chief Financial Officer has been consulted in the preparation of this report.

7. Appendices - None



ALEXANDRA PARK AND PALACE CHARITABLE TRUST BOARD

19 JULY 2022

Report Title: Planning, Listed Building and Advert Consent Applications
Report of: Emma Dagnes, Chief Executive Officer

Purpose: To seek approval to delegate authority to the CEO to submit applications for a number of planning, listed building and advertising consent proposals.

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

1.0 Recommendations

1.1 To note that the Advisory and Consultative Committees were consulted on the recommendations at a joint meeting on 20th June 2022, the draft minutes of which are included at agenda item 6b and within this report;

1.2 To approve the submission of planning, listed building and advertising consent applications for the following proposals:

Generating revenue for the charity

- Parking Management System (PMS) infrastructure

Improving quality of visitor experience

- The Beach improvements
- East Wing projects: Visitor Services office and store/ post room
- East Court café/ restaurant
- Signage and wayfinding improvements
- Changing Places facility
- Ice Rink café refurbishment

Enhancing leisure operations and generating revenue for the charity

- Skywalk Rooftop Adventure
- Go Ape Climbing Wall (non-material amendment to extant permission)

1.2 To delegate to the CEO, Alexandra Park and Palace, the authority to submit the individual consent applications at the appropriate time during each project.

2.0 Overview

2.1 For the past two years the Trust has been focussed on pandemic survival and recovery. Consequently, a number of other work streams and projects were put on hold.

2.2 Now that we are slowly returning to business as usual, the team have been able to re-establish these work streams and projects in accordance with the 5-year plan priorities, including generating revenue for the charity by introducing car park charging, enhancing leisure operations and improving the quality of visitor experience. The following projects are in various stages of development, and it is hoped that applications will be submitted to Haringey Council over the next few months.

3.0 Parking Management System (PMS) Infrastructure

3.1 As part of the PMS project to be introduced in the autumn, the following infrastructure is required:

- Nine Pay terminals
- Six Automatic Number Plate Recognition (ANPR) cameras
- Car park signage
- Variable Message Signs (VMS)

3.2 A planning application is required for the terminals and cameras, and an advertisement consent application is required for the signage and VMS.

3.3 The proposal is to install 9no pay terminals in the following locations: East Court car park (3no), Palm Court hopper island (3no), Grove car park (1no) and Paddocks car park (2no). Appendix 1 shows the location of the terminals and Appendix 2 illustrate what the terminals will look like. The Advisory and Consultative Committees, at their meeting on 20th June, had sought clarification of the payment options and were informed that several options would be available including: Google Pay; Apple Pay; pay by phone; and paying at the car parking terminal

3.4 There will be 6no ANPR cameras mounted on new posts. Appendix 3 shows the location of the cameras. Care has been taken to ensure the posts are located as discreetly as possible.

3.5 Signage will be a requirement in all car parks. The signage has been designed in accordance with the Trust's brand guidelines and with the required British Parking Association stipulations. See Appendix 4.

3.6 Finally, 2no VMS will be located along Alexandra Palace Way, one located close to the Lower Road entrance on the east side, and one close to the Hornsey Gate entrance on the west side. The VMS will inform visitors as they are driving up towards the Palace of the car park status, whether any car parks are closed, or which ones have better availability. This sign has yet to be designed – Appendix 4 includes an example VMS.

3.7 The above proposals have been factored into the budget for the Car Parking Management System Contract, approved by the Trustee Board on 24th January 2022.

4.0 The Beach Improvements

4.1 During the pandemic, the team had to establish new, innovative ways to continue to generate revenue whilst various social distancing requirements

were in place. During the summer months of 2020, the area known commonly as 'The Beach' (see Appendix 5) was reopened as 'The Terrace' – a ticketed event serving street food and a variety of beverages. This provided a much-needed revenue stream during a time when indoor events were prohibited. A minor makeover of this space was carried out and included some new seating, a scattering of parasols and some planters.

- 4.2 The success of 'The Terrace' and the forthcoming outdoor events programme has prompted the team to establish a holistic improvement project for the entire Beach area including:
- Decluttering/ consolidation of infrastructure (cables, wires, apparatus etc.) to improve the visual appearance of the building;
 - Modest package of masonry repair works including low level reinstatement of missing rendered features and brick repairs to SW Tower and adjacent West Wall. Renewal of 1980's temporary tin roof to the SW Tower with new roof structure and coverings to make the disused interior safe and weather-tight and capable for meanwhile use;
 - Repairs and redecoration of existing joinery in accordance with the Trust's Colour Framework, to match the dark greens used on the Eastern end of the building;
 - An alternative lighting solution to enhance the visitor experience, whilst also highlighting architectural features such as:
 - a) Permanent dual directional flood lights to illuminate the building elevations and terrace areas (which are currently either in darkness or bright glare from small outward flood lights);
 - b) Illuminated bollards and/or inset floor lights to changes in levels;
 - c) Temporary facility for festoon lighting runs from summer pagoda roof to the building with discrete and removable anchor points;
 - d) Permanent underground power supply run to centre of Terrace to facilitate lighting and servicing of the summer pagoda, and minimise infrastructure during rest of the year for event power and lighting;
 - e) Conversion of the globe lanterns to LED to provide better overall lighting distribution towards the large and dimly lit majority of the terrace area, whilst maintaining a soft and consistent lighting level towards the road and Park.
 - New signage for the Phoenix Bar and Kitchen that is in keeping with the wider site signage (similar to Palm Court entrance signage), and provision of traditional/discrete illumination (to indicate to public, particularly in winter months, that the B&K is open for business).
- 4.3 A holistic approach to improvements will not only enhance the overall visitor experience, but more importantly allow for some much-needed repair works to the listed fabric, which will improve the overall look and resilience of the SW corner of the site – repairing and maintaining the building for all to enjoy being our mission. These works will be funded from the existing Facilities budget.
- 4.4 The Advisory and Consultative Committees had sought assurance that the AstroTurf currently at the location would be factored into these considerations.

5.0 East Wing Projects: Visitor Services Office and Post Room

- 5.1 Since 2018 and the reopening of the East Court, over 150,000 visitors have been through the doors. Consequently, the Visitor Services (VS) team has grown from 2 to 43; as the team has grown, so has their remit which now includes operating the in-house Box Office, running visitor operations for all public events and duty managing the East Court.
- 5.2 The VS team has no designated office space, and with the arrival of the in-house Box Office facility and CRM system, the VS team will require appropriate office space and a working area fit for purpose.
- 5.3 Whilst 2no rooms within the South East Office Building (SEOB) have been informally used as a post room and store room, they have never been designed as such, and require a number of changes in order to make them more efficient; particularly the access route in and out. It is proposed that a listed building consent application is submitted to create a new opening/ doorway from the East Court into 2no rooms located within the South East Office Building. See Appendix 6 for proposed rooms in orange.
- 5.4 During consideration of this report, a member of the Joint Advisory & Consultative Committee had commented that a visitor centre would be a good addition to this proposal.
- 5.5 These works will be funded through the Capital Projects budget.

6.0 East Wing Projects: East Court Café / Restaurant

- 6.1 There has been a long-standing aspiration to have a permanent, quality catering offer in the East Court. Since re-opening in 2018, there have been a number of temporary, modest catering operations focussed on teas, coffees, cold drinks and light snacks.
- 6.2 Some initial advice has been sought from conversation architects and a detailed options appraisal has been carried out by a catering consultant. The early thoughts on the project include utilising part of the ground floor of the South East Office Building and the entirety of the building known as the South East Pavilion (the sister building to the Theatre toilet block on the opposite side of the East Court). See Appendix 7 for proposed footprint marked in green.
- 6.2 A listed building consent application will need to be worked up to include the following interventions:
- Making openings from the East Court into the South East Pavilion
 - Making openings from the East Court into the South East Office Building
 - Reinstating 2no large windows in the South East Pavilion, out onto the East Car Park/ BBC Car Park areas
- 6.3 The Joint Advisory & Consultative Committee noted that sustainability would be considered as these projects progressed and a member suggested the opportunity be taken to utilise local food producers and sellers.

6.4 There is no budget in place for this project at the moment and funding will need to be raised should it be pursued. This project, together with funding proposals will be presented to the FRRAC/ Trustee Board in due course.

7.0 East Wing Projects: Signage and Wayfinding Improvements

7.1 Prior to the East Wing project, Ice Rink (IR) customers had entered through the East Court to purchase tickets and access the Ice Rink. Shortly before the construction works started, the IR reception and skate hire areas were reconfigured and the desk and entrance point were moved to accommodate. The East Lightwell was transformed into the dedicated IR entrance, and a desk was situated at the eastern end of the Ice Café corridor.

7.2 The East Wing project completed at the end of 2018, and we have now had to the time to assess customer flows and understand how best the East Court works in its new state. By reinstating the access to the IR through the East Court, customers have the chance to engage in the wider AP offer, with CL activities, catering and interpretation.

7.3 However, the VS team and IR team regularly report that there are difficulties with visitors navigating themselves in the East Court, particularly if they are visiting for the first time.

7.4 As visitors enter the East Court, there is little or no signage to indicate to the visitor where the Ice Rink entrance or Theatre entrance are located.

7.5 The proposal is to design and install directional signage that is in keeping with both the existing signage in the Palm Court, and the new signage that was installed as part of the East Wing project (see Appendix 8). Fixings into the fabric will be minimal, undertaken with care and reversible.

7.6 The organisation has conducted significant work around accessibility including publishing a number of visual guides, available at the following link: <https://www.alexandrapalace.com/visitor-information/accessibility/> and was investigating options for signage in braille, audio, and larger print. This was to ensure that visitors with protected characteristics could navigate their way around Alexandra Park and Palace safely and efficiently.

7.7 This project has been part funded by the Culture Recovery Fund and designated funds in the existing budget.

8.0 Changing Places facility

8.1 Standard accessible toilets meet the needs of some disabled people – but not all. Over 250,000 people in the UK need personal assistance to use the toilet, including people with profound and multiple learning disabilities, spinal injuries and people living with stroke.

8.2 Changing Places toilets are larger facilities that have the right equipment, including a changing bench and hoist, designed to support disabled people who need assistance.

8.3 The location of the facility has been narrowed down from seven potential locations, all to be close to the Ice Rink and the Great Hall, but also the South

Terrace, with external access to the Transmitter Hall, around/ through to the East Court and Theatre, plus the outdoor events programme.

- 8.4 The proposed location is in a location on the ground floor of the former BBC Wing, just off the East Lightwell. The works required will create a room within a room, whereby a 1980s brick infill wall would be reopened to enable access to the Changing Places facility. The facility will have its own power supply, and will be connected to existing drainage pipes in the basement and take its water supply from the ladies toilets in the Great Hall.
- 8.5 In addition to these works, the East Lightwell door will be automated, to provide improved and hands-free access to the facility from the South Terrace.
- 8.6 The specifics around how the space would work operationally would be brought back to the Advisory and Consultative Committee and Trustee Board after the planning phase had been completed.
- 8.7 With support from the Corporate Trustee, the Charity has been awarded Changing Places funding by the Greater London Authority and will match fund the remaining costs through other Trusts and Foundations .

9.0 Ice Rink café refurbishment

- 9.1 The Ice Café in the East Corridor is from the 1980's refurbishment of the Palace, with a couple of minor refreshes, and is now dated, in poor condition and does not work operationally for staff and the public.
- 9.2 The intention is to:
- Fully refurbish the existing kitchen and stores, with new and hygienic whiterock ceiling and walls, new vinyl flooring and skirting. Replace existing cooking appliances with new, using existing ventilation system and modified fire measures;
 - Strip out the existing linear and claustrophobic servery under the mezzanine, and create an open seating area with original walls re-exposed, new ceiling and floor finishes;
 - Re-establish potential access into the ground floor of the BBC Wing with reopening doorways into the Victorian staircase and former BBC Canteen, facilitated by relocating the existing servery and refurbishment of Kitchen stores;
 - Create a new servery along the line of the columns to the projecting mezzanine with open curved end towards the East Court, and better visibility/connection with refurbished kitchen, to allow order and collection points at each end of the new servery and improved circulation, together with more pleasant working environment for staff;
 - Rewiring and new lighting throughout to kitchen, seating area and relocated servery, from electrical distribution board already upgraded as part of the SALIX project
- 9.3 The proposed reconfiguration of existing uses, may merit submission of Listed Building Consent, but unlikely to require planning permission as no additional development is required, and involves like-for-like repositioning of servery/seating/circulation.

- 9.4 The aspiration would be to have the new Ice Café in the East Corridor fully refurbished and operational during September 2022, and generating better income, with the existing café having been closed to the public since the major rewiring and relighting project to Ice Rink and East Corridor.
- 9.5 The funding for this project is not yet secured, but the Trust will look to allocate internal funds should the business case prove to be strong enough.

10.0 Skywalk Rooftop Adventure

- 10.1 In November 2021 the Trust was approached by Wire and Sky, the market leader and experts in installing and running urban aerial adventures. They currently operate at the O2, the Arcelor Mittal Orbit, BA i360 in Brighton and Wembley Stadium. Their most recent launch was in March 2022 at the Grade I listed Cutty Sark, Greenwich.
- 10.2 The proposal is to create a rooftop adventure, offering AP audiences a new and exciting way to enjoy the asset through an authentic experience. This project will deliver on a number of Strategic Vision objectives, will diversify the charity's income stream as well as raising the profile and reputation of the Park and Palace as a destination venue.
- 10.3 The interventions required will be temporary and reversible. Some CGIs are provided in Appendix 10 and Appendix 11. A pre-planning application meeting is taking place on 14 July (a verbal update on the outcome of that meeting will be provided at the meeting).
- 10.4 The Advisory and Consultative Committee were assured that the Skywalk Rooftop Adventure company had substantial experience of working with iconic buildings in London and that the Charity would include the Skywalk in the free-tickets made available to schools.

11.0 Go Ape Climbing Wall

- 11.1 A temporary climbing wall was installed on the existing high ropes course tower as part of the celebrations for the Tokyo Olympics in 2021. This application is to secure the permanent use of the climbing wall. Advice from Chris Smith, Principal Planning Officer, has stated that permission can be secured by a non-material amendment to the original planning application ([HGY/2015/3141](#)).
- 11.2 The climbing wall was installed on the western elevation of the existing high ropes tower. The wall will be attached to the supports of the existing tower. There is no increase in height to the high ropes tower. It is approximately 12m high. It also does not add to the footprint of development on the ground. The climbing wall is contained within the fenced area of the high ropes course. See Appendix 12.
- 11.3 This proposal presents no material financial implications for the Trust.

12.0 Legal Implications

- 12.1 All applications outlined above sit within the functions, powers and duties of the Trustees as set out in the 1985 Act of Parliament:
- Sections 8 & 11 – making all provisions necessary to ensure that Alexandra Park and Palace remains a place of public resort and recreation and other public purposes, taking in to account the contemporary needs of the public
 - Section 4 and Section 17(v) – The Trust can let part or parts of the Park (not exceeding 40 acres) and Palace for up to 22 years in line with the Board's main duty; restrictions apply.
- 12.2 In accordance with Section 9, Schedule 1, Part 3 of the Alexandra Park and Palace Act 1985, the Trustees consulted the Advisory Committee at the Joint Meeting of the Advisory and Consultative Committee on 20th June 2022. The Committees noted the proposals and aside from the comments included in this report, made no additional recommendations for consideration by the Trustee Board.
- 12.3 The proposals are consistent with the charity's vision and purpose and with the aim to have a positive impact on Equality, Diversity and Inclusion.
- 12.3 The Council's Head of Legal & Governance has been consulted in the preparation of this report and has no comments.

13.0 Financial Implications

- 13.1 The financial implications of this report specifically relate fees for submitting applications to the Local Planning Authority. The financial implications of the individual proposals will either have been considered by the trustee board or will be presented at future meetings.
- 13.2 The Council's Chief Financial Officer has been consulted in the preparation of this report and has no comments.

14. Use of Appendices

- Appendix 1 – Location of Pay Terminals
- Appendix 2 – Images of proposed Pay Terminal
- Appendix 3 – Location of ANPR Cameras
- Appendix 4 – Proposed car park signage
- Appendix 5 – The Beach Location Plan
- Appendix 6 – Proposed location of VS office and post room and proposed location of EC café/ restaurant
- Appendix 7 – East Court signage
- Appendix 8 – Changing Places facility
- Appendix 9 – Ice café refurbishment location plan
- Appendix 10 – Rooftop adventure design CGIs
- Appendix 11 – View CGIs
- Appendix 12 – Go Ape proposal

APPENDIX 1 : LOCATION OF PAY TERMINALS



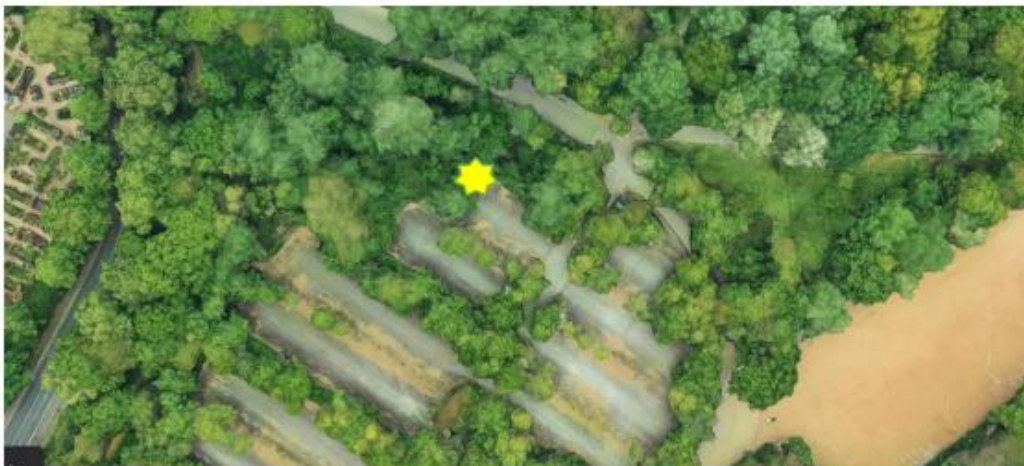
East car park – 3no pay terminals



Palm Court hopper island – 3no pay terminals



The Grove car park – 1 no pay terminal



The Paddocks – 2 no pay terminals

APPENDIX 2 : PAY TERMINAL

Jupiter+



- ❖ 1554mm Tall Stainless Steel Unit
- ❖ Suitable For In&Outdoors
- ❖ Can Be Wall Mounted
- ❖ Large 15" Touch Screen
- ❖ Barcode Scanner
- ❖ Thermal Head Printer
- ❖ Disabled Badge Reader
- ❖ 4g or LAN configurable
- ❖ Customisable Screens and payment flow

- ❖ Accepts Payment Methods
 - ✓ Chip&Pin + Contactless

APPENDIX 3 : LOCATION OF ANPR CAMERAS



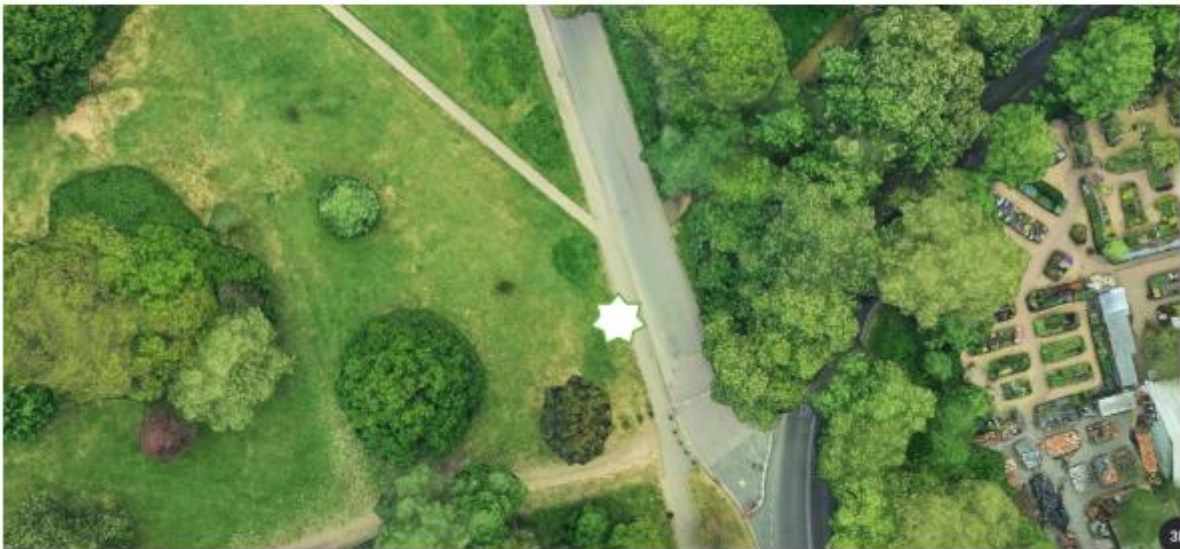
East Car Park – ANPR camera location x2



North Service Yard – ANPR camera location



The Grove – ANPR camera location



Paddocks Slip – ANPR camera location



Hornsey Gate – ANPR camera location

APPENDIX 4: CAR PARK SIGNAGE



WELCOME TO ALEXANDRA PALACE

PARKING CHARGES APPLY

How to pay with ECPparkbuddy

Download the ECPparkbuddy app for super easy payment




 **No smartphone?**
 Call 0330 022 3866

 **Or pay by web**
 www.ecpparkbuddy.com

All payments are cashless

Location ID **68XXXX**

Payment must be made by phone at the time of parking. For full terms and conditions and for information on alternative methods of payment, visit www.ecpparkbuddy.com
 Service charges apply and depend on the level of parking fee. Optional rates are charged at 50p per day.
 CALLS CHARGED AT LOCAL RATES. PARKING FEES AND RATES WILL BE CHARGED TO YOUR CREDIT/DEBIT CARD.

TARIFF

30 MINUTES FREE PARKING (NO PAYMENT REQUIRED)

30 MINUTES - 1 HOUR	£ X.XX
UP TO X HOURS	£ X.XX
UP TO X HOURS	£ X.XX
UP TO X HOURS	£ X.XX
UP TO X HOURS	£ X.XX

TERMS AND CONDITIONS APPLY AT ALL TIMES

FAILURE TO COMPLY WITH THE TERMS AND CONDITIONS WILL RESULT IN THE ISSUE OF A £XX PARKING CHARGE NOTICE (£XX IF PAID WITHIN 14 DAYS OF ISSUE)

 **PURCHASE AND RETAIN A VALID TICKET OR HAVE A VALID ECPparkbuddy SESSION FOR THE LENGTH OF YOUR STAY**

 **PARK ONLY WITHIN MARKED BAYS**

 **DISABLED BAYS ARE FOR BLUE BADGE HOLDERS ONLY**
 VALID BADGE MUST BE CLEARLY DISPLAYED IN WINDSCREEN. FREE PARKING FOR BLUE BADGE HOLDERS - SEE PAYMENT MACHINES FOR DETAILS

BY PAYING FOR PARKING YOU ARE CONTRIBUTING TO THE UPKEEP OF THE PARK AND PALACE. THANK YOU

ALEXANDRA PARK AND PALACE IS A REGISTERED CHARITY. NO 281991

IMPORTANT NOTICE

EURO CAR PARKS IS SOLELY ENGAGED TO PROVIDE A SPACE MAXIMISATION SCHEME. WE ARE NOT RESPONSIBLE FOR THE CAR PARK SURFACE, OTHER MOTOR VEHICLES, DAMAGE OR LOSS FROM MOTOR VEHICLES OR USER'S SAFETY. THIS LAND IS PRIVATE PROPERTY. NO PARKING WITHOUT THE AUTHORITY, WHETHER EXPRESSED OR IMPLIED OF THE OWNER OF THE VEHICLE. IF YOU FAIL TO ADHERE TO THE TERMS AND CONDITIONS YOU WILL BE ISSUED WITH A PARKING CHARGE NOTICE. VEHICLE KEEPERS DETAILS MAY BE REQUESTED FROM THE DVLA IF AUTOMATIC NUMBER PLATE RECOGNITION IS IN OPERATION OR IF THE PARKING CHARGE NOTICE PLACED ON YOUR VEHICLE REMAINS UNPAID. ADDITIONAL CHARGES WILL BE INCURRED FROM FURTHER CIVIL ACTION BEING TAKEN. VEHICLES PARKED CAUSING OBSTRUCTION OR IN UNAUTHORISED AREAS IN ACCORDANCE WITH ADVERTISED TERMS AND CONDITIONS MAY BE RELOCATED TO AN ALTERNATIVE POSITION WITHIN THE IMMEDIATE VICINITY. ABANDONED VEHICLES MAY BE REMOVED AND IMPROVED OF AT A REGISTERED RECYCLING CENTRE. APPROPRIATE NOTICES WILL BE PLACED ON BUSY VEHICLES IF THE REGISTERED KEEPER FAILS TO RESPOND TO NOTICES SERVED TO THE REGISTERED KEEPER'S ADDRESS. FOR ALL ENQUIRIES CONTACT ECP 24HR HELP DESK 020 7563 3000. COMPANY REGISTRATION NO. 1270612

MANAGED BY
EURO CAR PARKS
 30 DORSET SQUARE
 LONDON NW1 6QJ
 TEL 020 7563 3000

THIS LAND IS PRIVATE PROPERTY
WE ARE USING AUTOMATIC NUMBER PLATE RECOGNITION AND/OR HANDHELD CAMERAS TO CAPTURE IMAGES OF VEHICLE NUMBER PLATES TO MONITOR AND ENFORCE THE ABOVE TERMS AND CONDITIONS

 **BPA**
BRITISH PARKING ASSOCIATION

 **APPROVED OPERATOR**

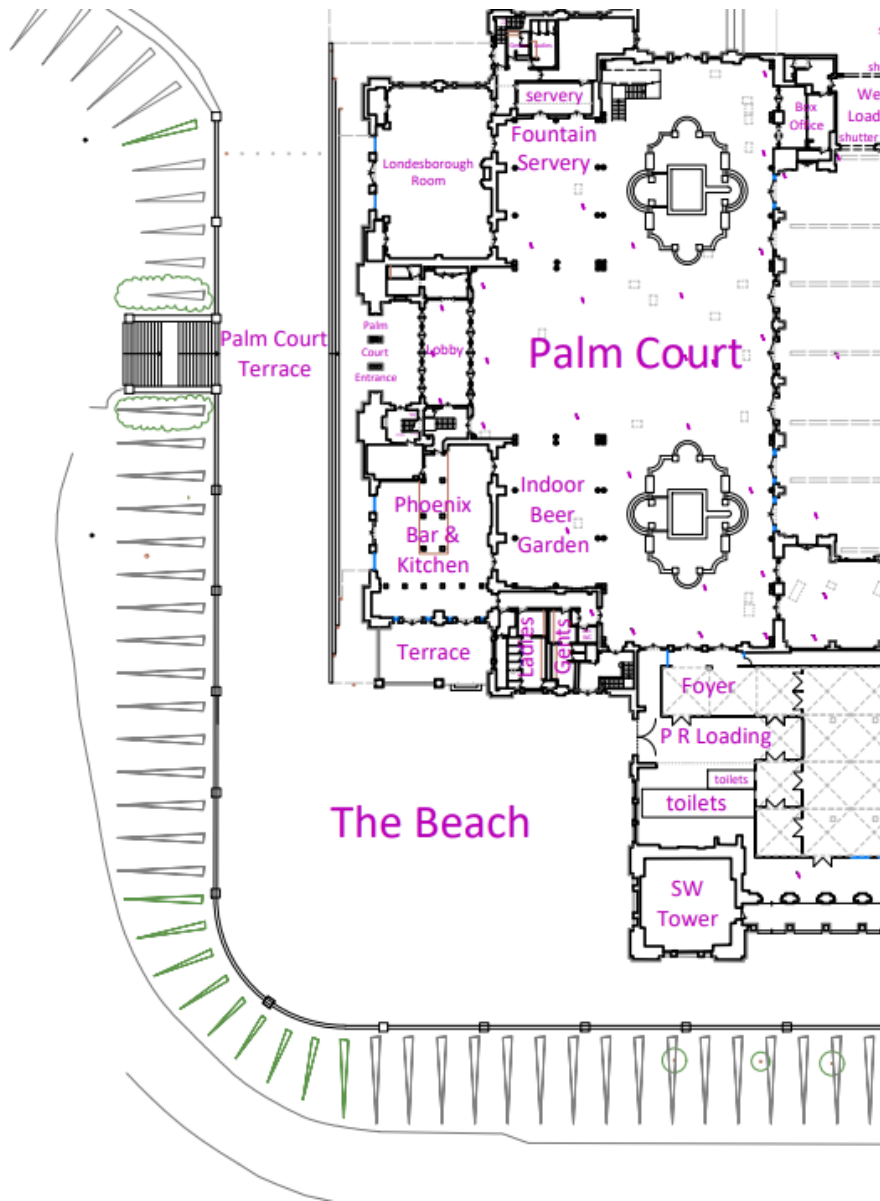
SITE NO. XXXX

Signage for car parks

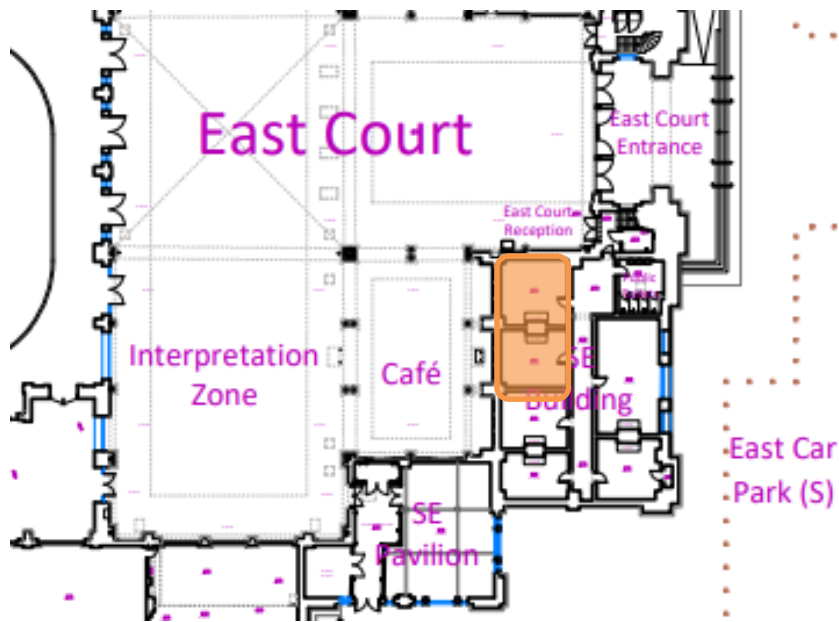


Variable Message Sign example

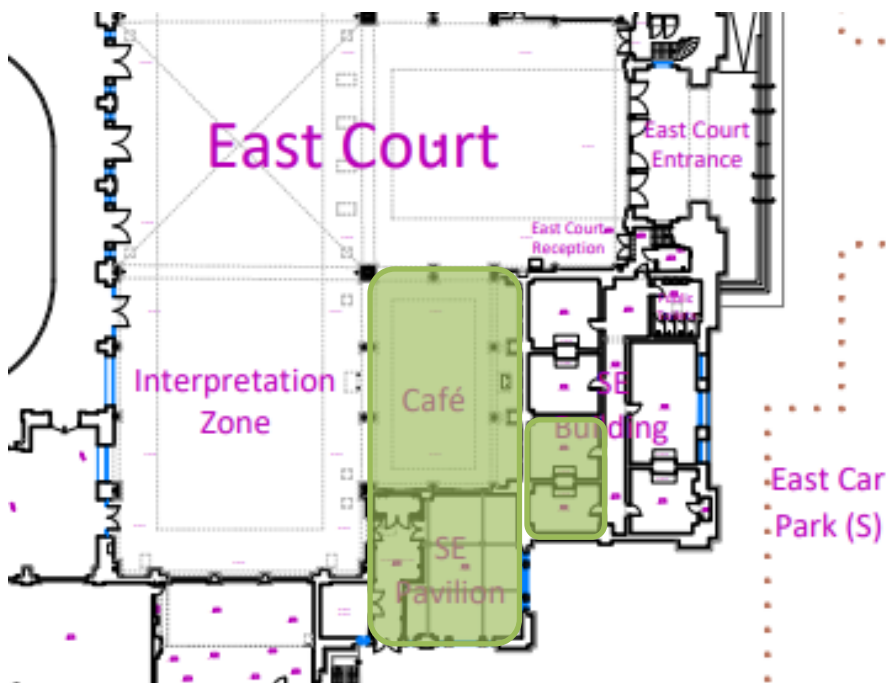
APPENDIX 5: THE BEACH LOCATION PLAN



APPENDIX 6: PROPOSED VISITOR SERVICES OFFICE AND POST ROOM AND EAST COURT CAFÉ/ RESTAURANT



Proposed office and post room location (2no ground floor rooms in the SE Office Building)



Proposed EC café/ restaurant location (SE Alcove, SE Pavilion and part of the SE Office Building)

APPENDIX 7: EAST COURT SIGNAGE

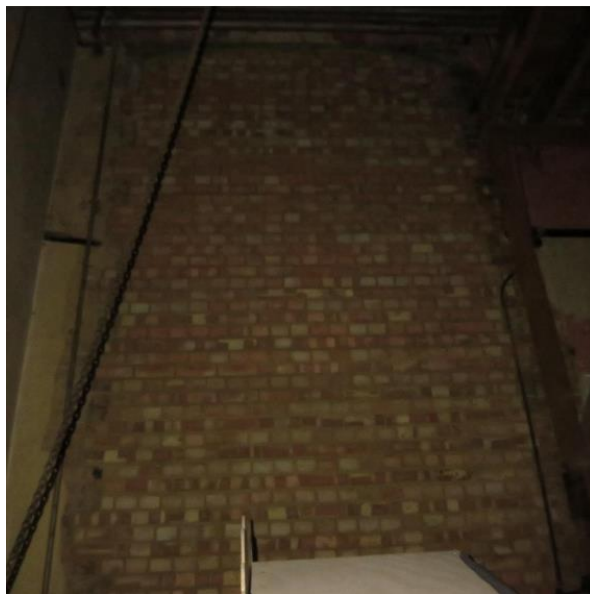


Temporary banner solution using existing fixings in East Court

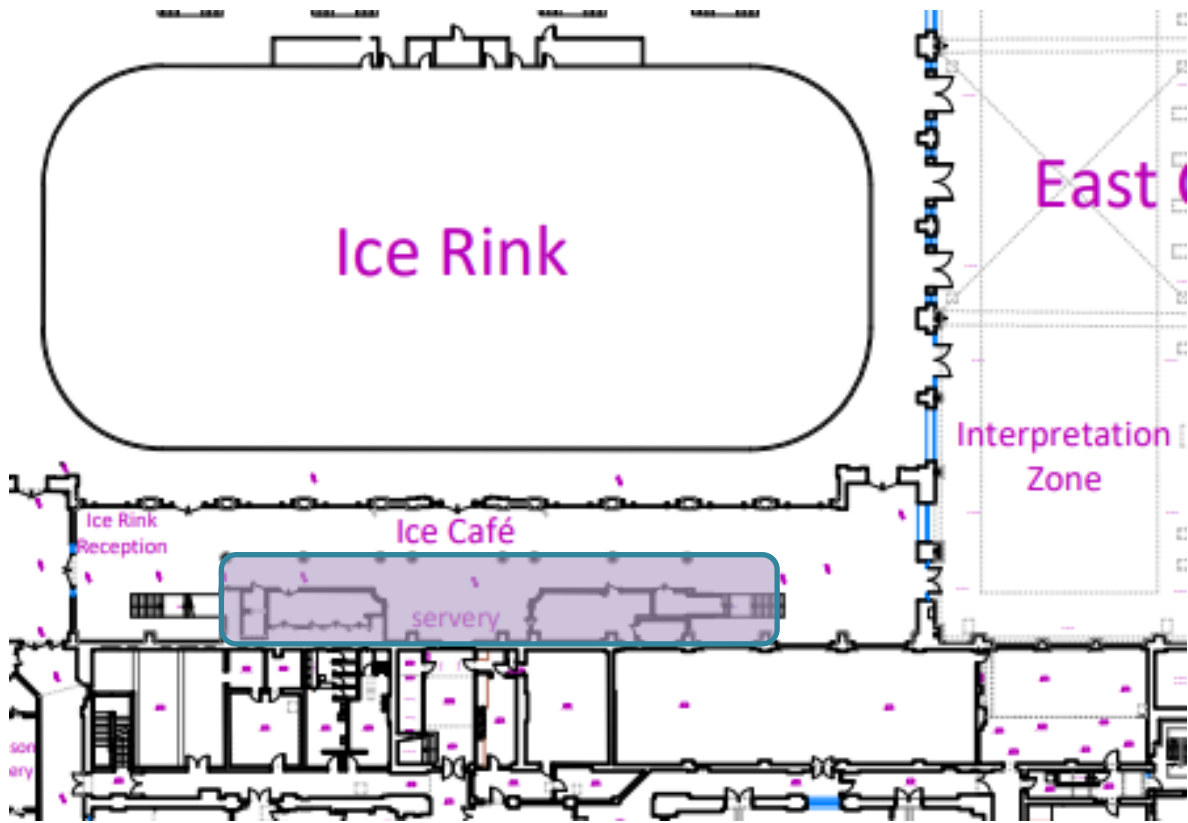


Precedent for gold/brass directional signage in Palm Court

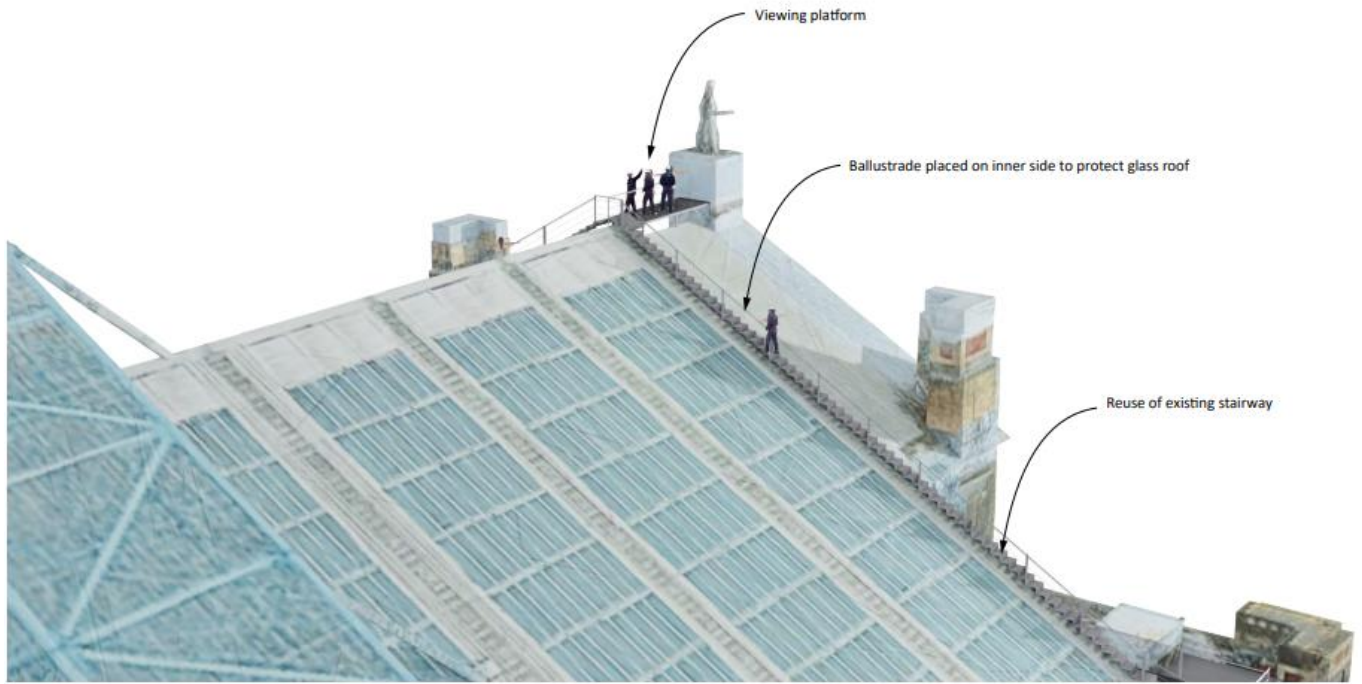
APPENDIX 8: CHANGING PLACES FACILITY LOCATION



APPENDIX 9: ICE RINK CAFÉ LOCATION PLAN



APPENDIX 10: CGI DESIGNS FOR ROOFTOP ADVENTURE



APPENDIX 11: CGIS OF IMPACT ON VIEWS OF PALACE

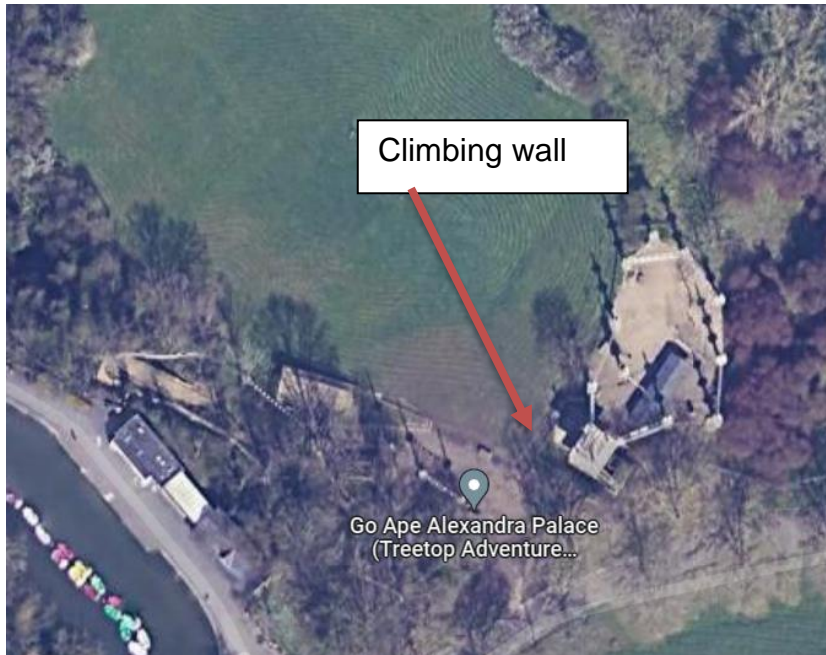


CGI view from the Park



CGI view from Park Avenue Road

APPENDIX 12: GO APE CLIMBING WALL PROPOSAL



ENDS



ALEXANDRA PARK AND PALACE CHARITABLE TRUST BOARD

19 JULY 2022

Report Title: CEO's Report

Report of: Emma Dagnes, Chief Executive Officer

Purpose: To update on current issues and projects at Alexandra Park and Palace and provide additional information on the events programme and the Trust's activities.

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

1. Recommendations

1.1 To note the content of this report.

2. General Update

2.1 Following elections in May the Trust hosted an introductory tour of Alexandra Palace and held an induction session with new trustee board members.

2.2 We celebrated 100 Years of British broadcasting with new blogs including: Banquets at the Palace and Women in Television <https://www.alexandrapalace.com/about-us/blog/>. and more information at the following link: <https://www.alexandrapalace.com/bbc-at-the-palace/>

2.3 The mast was lit purple for the Queen's Platinum Jubilee on Thursday 2nd June and the Council lit a beacon at the Rose Window.

2.4 Catering units will be provided in the Park again this summer.

2.5 We continue to monitor street lighting across the site which is failing due to 40 year old infrastructure. A programme to upgrade lampposts is being discussed with the Council's Highways Team and, where possible LED replacement and solar powered options are being considered.

3. 2021/22 Complaints Monitoring

3.1 355 formal complaints were recorded about the Trust's services and facilities in the period from 1st April 2021 to March 2022. A central complaints log records all complaints and does not attribute to or distinguish between charitable or trading activities. 319 complaints were from event and ice-rink customers, 7 related to noise from events, 29 direct to Trust mainly about lighting in the Park. Further details are provided below.

- 3.2 In 4 instances we fell short in responding to complaints made directly to the trust which weren't acknowledged within our framework timescale of four days, due to resource capacity, however, these issues were resolved within 10 days.
- 3.3 No complaints were escalated for internal investigation or to the Trustee Board.
- 3.4 We are not aware of any complaints made to the Charity Commission or the Fundraising Regulator about the Charity.

3.5 Customer Complaints

- An unusual number of customer complaints were received from Fireworks customers this year, 100 in total, which revolved around queues and overcrowding at bars caused by delays with payment machines because of wifi outages. Improving connectivity in the Park is a priority project this year to prevent such an incident occurring again. Some of these complaints related to congestion in the Fairground (family area) and the feedback will assist in planning next year's fireworks event.
- 25 complaints were made by customers attending the Darts including complaints that other people at the event were being loud, rowdy and having to queue for toilets.
- Other common themes this year were queuing, car parking and covid-measure related concerns. Alexandra Palace had a robust approach to Covid-19 restrictions including a consistent mask policy. This was welcomed in certain areas of our operation for example the Theatre where the audience had an expectation of wearing masks but was not welcomed by all in other areas of operation where industry standards were less consistent.

3.6 Noise complaints

7 complaints about noise from events were received:

7 August 2021	Streatlife	1 complaint
22 August 2021	Streatlife	2 complaints
21 October 2021	Corporate Event	1 complaint
24 October 2021	Tattoo Show	1 complaint
6 November 2021	Fireworks	1 complaint
25 March 2022	Future Islands Concert	1 complaint

3.7 Trust Complaints

The 29 complaints received directly by the Trust's CEO & Charity Secretary include inquiries from the local authority and local ward councillors. 8 of these were about street lighting in Park. 3 of the recorded communications were from one individual about a single issue and 4 were in relation to the unattractiveness of the concrete infrastructure on Alexandra Palace Way (installed to prevent dangerous parking).

3.8 Other feedback

In addition to the formal complaints recorded, the Trust's Security Control office and Park Manager dealt with more than 1140 incidents and additional calls about issues in the Park from members of the public, leaseholders and other stakeholders including

- 160 incidents of damage, repairs and maintenance
- 182 incidents of anti-social behaviour, trespassing, vandalism, graffiti
- 245 incidents of dangerous driving and illegal parking
- 58 complaints about litter and fly tipping
- 22 reports of fires/ barbeques
- 37 reports concerning wildlife and dogs
- 52 calls from the Trust's tenants and leaseholders about maintenance, repairs, damage and trespassing, unauthorised activity, anti-social or aggressive behaviour (from members of public)
- 48 incidents of unauthorised filming and drone use
- 36 criminal incidents
- 2 compliments

3.9 Social media channels are monitored throughout the year and comments responded to as appropriate. Due to the scale of social media activity much of the feedback is not captured in this report, however, complaints made on social media channels are invited to write to us (via email) to so that issues can be formally addressed according to the complaints policy and are captured above.

4. **2021/22 Theatre Activity**

4.1 2021-2022 saw the theatre flex between operating as a premium recording/rehearsal location and welcoming audiences. Over the year the theatre saw more than 190 tenanted days and more than 150 public performances.

4.2 As Covid-19 restrictions changed across the course of the year the theatre adapted our public performance offer in line with government requirements, including offering a socially distanced run of the Gruffalo over the summer.

4.3 Highlights include:

- 8 comedy shows, 15 music shows and 13 *an audience with...* shows including Quentin Tarantino, Bob Odenkirk and JK Rowling.
- Donald Glover's Golden Globe and Emmy winning Atlanta used the theatre as a location for Series 3, shooting over three weeks.
- The theatre continued to develop projects and deepened relationships with our Great Hall artists and promoters London Grammar, Michael Kiwanuka both recorded in the theatre and Coldplay visited twice for rehearsals and a shoot.
- London Philharmonic, Academy of St Martins and London Symphony Orchestra all rehearsed in the theatre.
- The theatre was an integral part of the Christmas experience at Ally Pally with a critically acclaimed run of A Christmas Carol starring Mark Gatiss.
- The Duke of Cambridge's inaugural Earthshot Prize ceremony was hosted in the theatre in October – BAFTA's live event of the year 2021, watched by 4 million people. The event was developed by the BBC Live team.

- The theatre also worked with the BBC Live team on the BBC1 Big Weekender 2021, Later... With Jools Holland and the finale banquet of The Great British Menu.
- Standing music shows including Maverick Sabre, Yussef Dayes and Ed Sheeran.

- 4.4 Creative Learning projects included performances of Dr Cinderella, the return of Bibliobuzz, and the theatre being used by the new Young Actors Company.
- 4.5 Community performances included Crouch End Festival Chorus and Be On Pointe Ballet School Show 2022.
- 4.6 For more information please view our Theatre promotional video which gives a taste for the programme and recent activity: <https://youtu.be/qRugT11aM8c>. We also published two Theatre specific blogs this year:
<https://www.alexandrapalace.com/blog/music-during-lockdown/>
<https://www.alexandrapalace.com/about-us/blog/>

5. Outdoor Events Monitoring Framework

- 5.1 An Outdoor Monitoring Framework is in place to observe the impact of events held in the Park and to ensure areas are cleared and returned to routine use within 48 hours after large events. Two large events (Kaleidoscope & Fireworks) took place in the Park in 2021-22, and the site was cleared and reopened within 48 hours on both occasions. Four minor issues were reported within the Park following Kaleidoscope. These were promptly resolved and fed back as necessary to teams and event partners in order to enable learning for future events. The South Slope path has also been fully reconstructed with Culture Recovery Grant funds improving its resilience for future years.

6. Park Update

- 6.1 The Mayor of London's Rewild London Fund is supporting the Park with a grant of over £36,000 to undertake a feasibility study for creating a Wetland in the south-east corner of the park. The current drainage problems will be investigated, and a scheme will be designed to collect & control surface water, create new habitats and reduce storm water flows. The Friends of the Park have offered volunteer time to undertake baseline ecological surveys to assist the design stage. More information will be available as the project progresses. On completion of the feasibility work, further funding will be required to implement the scheme.
- 6.2 The extreme winds of Storm Eunice in February caused several small trees to fall over, but no major damage was caused. This follows the usual scheme of tree inspections and safety works that take place each year. Some lower priority tree work has been carried out this year by arboriculture students from Capel Manor. Several Caucasian wingnut stems were felled along the Lower Road, these specimens had 'tight forks' and would eventually have fallen onto the path. The stems and brash have been stacked as a dead hedge to provide a refuge for invertebrates.

- 6.3 So far in 2022, Park visitor numbers appear to be back to pre-pandemic levels, although the amount of rubbish left in the Park at peak times remains very high. Some of the 2020 Heritage Heroes award-winning volunteers are still supporting the Park by litter picking on a regular basis.
- 6.4 Some bins in the Park are being used regularly for household waste. This represents an extra burden for the Park team. Following reports of success in other locations, notices will be put on the relevant litter bins and those bins will be relocated to 100m from the entrances to deter residential properties from using the Park's bins for their household waste.

7. Repairs, maintenance and improvements

- 7.1 Since last reported, examples of works carried out:
- Storm damage access and repairs to Palm Court and East Court glazing/roof vents February/March
 - Fire alarm servicing
 - Enabling works to SW Tower including internal spider access and roof inspection 31st March and 4th April
 - Electrical power shutdown to whole of BBC Tower/Toilets/ Transmitter Hall and mast equipment 9th to 12th May and major upgrade/relocation of electric distribution by ProRite
 - Burst to heating main (Southwest zone above West Corridor) repaired, pending further replacement of heating pipe runs and valves

8. Creative Learning

- 8.1. Most activities are being delivered face to face and we are launching our Young Creatives Network (designing initiatives and programme for young people to access careers in the culture and arts as an alternative to the experiences they'd get if went to university). Have some funding for working with libraries on this and widening out around regeneration in the borough.
- 8.2 A group of 30 actors from Alexandra Palace's newly launched Young Actors Company put on their first performance in the Theatre on 6th July.
- 8.3 The winner of our annual Biblio-Buzz Children's Book Award was crowned at a special ceremony in the Theatre on the 25 March with 32 schools enrolled in the programme (27 from Haringey, 2 from Barnet, and 2 from Camden).
- 8.4 Biblio-buzz Haringey Service Programme launched at Wood Green Library in January. 34 people attended, with 15 young people attending the workshops and readings. We helped arrange 120 free books to be donated from the library service to support the number of shortlisted books in circulation. The event was attended by the Council Leader, the Director of Library Services and Culture.
- 8.5 To promote the benefits of outdoor activities a gardening club for students from a non-maintained special schools and sixth forms has been established for people aged between 4 – 19 who are diagnosed with autism. The workshops are led by Forest and Family who run our successful forest school programme.

8.7 Our regular learning and participation activities continue including:

Tuesdays: Five Bells Computer Club, Young Actors Company, Baby Jazz and every other Tuesday: Community Group rehearsals, Ukulele Group

Wednesdays: Jazz Ensemble Rehearsals, Nursery Group, Forest School

Thursdays: Haringey Young Carers, Singing for the Brain, Forest School

Saturdays: Coaching sessions in Creativity Pavilion

Sundays: Rangers Skill Sharing (Park & Transmitter Hall)

Twice monthly: young carers creative activity and social events

18 June Global Cinema Club

18 June Chicken Shed Theatre Performance

7 July Crouch End Theatre Sharing

9. Events

9.1 The event schedule is attached at Appendix 1, however, the programme of events is ever evolving, and we encourage board members to keep up to date by visiting www.alexandrapalace.com/whats-on

9.2 Key information about park events and road closures in July was circulated to stakeholders and local residents in June. We aim to keep the closure to a minimum and we work with the Highways authority, Transport for London and emergency services to ensure suitable alternative routes are in place.

9.3 Outdoor events include:

- **Saturday 16th July – Primal Scream** will take place in the park - same location as the stage is set for Kaleidoscope. **Alexandra Palace Way, from Bedford Road entrance to Palm Court will be closed** to all traffic from 06:00 hours on Friday 15 July – 14:00 on Sunday 17 July 2022.
- **Friday 22nd July – Fat Freddy’s Drop** will take place in the park same location as the stage is set for Kaleidoscope
- **Saturday 23rd July – Kaleidoscope** the festival takes place in the park, main halls and basements
- **Friday 26th - Sunday 28th August in the Park - brand activation** on the slopes in the park.
- **Friday 4th - Sat 5th November – Fireworks Festival - Alexandra Palace Way, from Bedford Road entrance to Palm Court will be closed** to all traffic from 06:00 hours on Thursday 3 November – Sunday 6 November 2022.

*On live music dates access to the Sports Club will be permitted

9.4 We factor impacts on residents, people who work nearby and park users in at every stage of our planning and delivery and do all we can to mitigate disruption.

- **Sound:** our live music events will take place on the south slopes in the Park and Terrace area of the Palace (outside the Phoenix Bar & Kitchen). They adhere to strict sound regulations and have independent sound monitoring throughout.
- **Crowds:** all visitors are reminded before, during and when leaving the event of their responsibility to local people and those using public transport. Security teams will be present to monitor crowd movement.
- **Parking:** on some of the summer events our car parks will be closed, other than to Blue Badge holders. We encourage all event visitors to travel by public transport.

9.5 The Ice Rink hosted Skate London 2022 in May, an open free skating competition, in which 327 skaters of varying ages and standards from 28 different ice rinks in the UK competed over three days. A member of Alexandra Palace's Ice Rink team competed along with 13 other London skaters representing Alexandra Palace.

9.6 7 complaints were received in 2021/22 about event noise including one new complaint since last reported:

7 August 2021	Streatlife	1 complaint
22 August 2021	Streatlife	2 complaints
21 October 2021	Corporate Event	1 complaint
24 October 2021	Tattoo Show	1 complaint
6 November 2021	Fireworks	1 complaint
25 March 2022	Future Islands Concert	1 complaint

10. Legal Implications

10.1 The Council's Head of Legal & Governance has been consulted in the preparation of this report and has no comments.

11. Financial Implications

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

12. Use of Appendices

Appendix 1 – Schedule of Events

Appendix 1 Events Schedule	Location	Date
Primal Scream	Park	16 July
Fat Freddy's Drop	Park	22 July
Kaleidoscope	Park	23 July
Brand Activation (Hot Air Balloon PR)	Park (South Slopes)	26-28 August
Tom, Dick and Harry	Theatre	26 July - 28 August
Streatlife	Panorama Room & Park	30 July
Streatlife	Panorama Room & Park	26-28 August
Lucy Worsley	Theatre	23 September
Martin Bayfield's Rugby Legends	Theatre	24 September
Parkway Drive	ALL AREAS	30 September
The Black Blues Brothers	Theatre	2 October
Mind Body Soul Exhibition	ALL AREAS	14-16 October
OM Yoga Show	ALL AREAS	14-16 October
Franz Ferdinand	ALL AREAS	20 October
Sum 41	ALL AREAS	21 October
Ladysmith Black Mombazo	Theatre	21 October
Aitch	Main Halls	22 October
Paulo Nutini	Main Halls	25-26 October
Moderat	ALL AREAS	31 October
Fireworks	Park	4-5 November
The Delines	Theatre	11 November
Woman to Woman	Theatre	12-13 November
Sea Girls	ALL AREAS	25 November
M Huncho	Main Halls	30 November
Sea Girls	ALL AREAS	1st December
Cazoo Masters	ALL AREAS	8-15 Jan 2023
What's Love Got to Do with It	Theatre	
Gojira	ALL AREAS	11 February 2023
Robyn Hitchcock	Theatre	22nd February 2023
Don Broco	Main Halls	25th February 2023



ALEXANDRA PARK AND PALACE CHARITABLE TRUST

BOARD MEETING

19 JULY 2022

Report Title: Environmental Sustainability
Report of: Emma Dagnes, CEO
Purpose: To seek approval of the intention and approach to establishing an Environmental Sustainability Policy, Strategy and Action Plan for the Park and Palace

Local Government (Access to Information) Act 1985 The appendices contain exempt information as defined in Schedule 12a of the Local Government Act 1972; Paragraph 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information).

Following Trustee Board approval the Environmental Sustainability Policy and Strategy will be published on the Charity's website.

1. Recommendations

- 1.1 To approve the draft Environmental Sustainability Policy (Exempt Appendix 1) and Strategy (Exempt Appendix 2) presented to Trustees during the workshop on 19th July 2022; to note the evolving Action Plan

2. Executive Summary

- 2.1 In 2019 environmental sustainability became a priority focus-area for the Executive Team; a working group was established which, prior to the pandemic, made some progress in setting out a high-level plan to reduce the organisation's impact on the environment.
- 2.2 Industry expert consultants, Julie's Bicycle, were engaged in 2021 to conduct a Sustainability Audit, which has assisted in drafting the Environmental Sustainability Policy and Strategy.
- 2.3 At a workshop prior to the Board meeting, Trustees will be taken through the draft Environmental Sustainability Policy and Strategy for feedback and comments. There will be an opportunity to discuss the emerging Action Plan also, with a view to publish the Policy on the Charity's website once approved.

To summarise, the Policy focusses on 5 key strands of work the Trust is committed to. These are:

1. REDUCE FIRST

Reduce energy use, waste creation and consumption of materials and water across the site

2. OUR PEOPLE'S COMMITMENT

Listen to, empower and upskill our people to champion green practices in all that we do

3. CIRCLE OF COLLABORATION

Work with clients, artists, suppliers, service partners, contractors and our visitors and communities to ensure we work towards a more sustainable Park and Palace in a truly collaborative way

4. BEING BOLD AND AMBITIOUS

Set ambitious targets and investigate innovative solutions with funders and partners and showcase best practice to our peers

5. CONTINUOUSLY IMPROVING

Develop and improve our strategy and action plan, communicating our progress in a transparent way

The Strategy sets out in more detail the specific commitments we will make in order to make progress with the 5 key strands; and the Action Plan will set out the tasks using the SMART logic - specific, measurable, attainable, relevant, and time-based.

- 3. Is the decision/ action consistent with the Charity's Vision, Mission Purpose and Values? Five Year Plan priority pillars? Equality, Diversity & Inclusion (EDI)?**
- 3.1 The proposed documents for approval align with the Charity's mission and purpose and presents no negative impacts on EDI. The 2020-25 Five Year Plan includes Environmental Sustainability as a cross-organisation priority focus-area.
- 3.2 The Environmental Sustainability Policy, Strategy and accompanying documents will support future funding applications.
- 4. Legal Implications**
- 4.1 The Council's Head of Legal & Governance has been consulted in the preparation of this report and has no comments.

5. Financial Implications

- 5.1 There are no financial implications associated with the decision to approve the Environmental Sustainability Policy, Strategy and associated documents. Projects identified within the Environmental Sustainability Action Plan may have financial implications, which will be presented to the trustees and/or FRRAC as required.
- 5.2 The Council's Chief Financial Officer has been consulted in the preparation of this report and has no comments.

6. Use of Appendices

Workshop documents circulated to Trustees separately

Exempt Appendix 1 – Environmental Sustainability Policy DRAFT

Exempt Appendix 2 – Environmental Sustainability Strategy DRAFT

Exempt Appendix 3 – Environmental Sustainability Action Plan DRAFT

7. Background Papers

Julie's Bicycle Sustainability Audit Documents.

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