

NOTICE OF MEETING

ALEXANDRA PARK AND PALACE JOINT ADVISORY COMMITTEE/CONSULTATIVE COMMITTEE

**Monday, 20th June, 2022, 7.30 pm - The Londesborough Room,
Alexandra Palace Way, Wood Green, London N22.**

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

SAC Nominated Members: John Crompton, Kevin Stanfield, Elizabeth Richardson, David Frith, Jason Beazley, Jim Jenks.

CC Appointed Councillors: Ibrahim (board chair), Collett (board vice-chair), Stennett, Mahbub, Elliot, Da Costa.

CC Nominated Members: Annette Baker, John Wilkinson, Hugh Macpherson, John Thompson, Jacob O'Callaghan, Gordon Hutchinson, Nigel Willmott, Elen Roberts, Rachael Macdonald, Duncan Neill, Val Paley, Richard Hudson, John Boshier, Jason Beazley, Adrian Thomas.

Quorum: three councillors

1. ELECTION OF A CHAIR

To elect a chair for the municipal year 2022-23.

The Joint Committee is advised to elect a member from either Advisory Committee or the Consultative Committee.

2. ELECTION OF VICE-CHAIR

To elect a vice-chair for the municipal year 2022-23.

The Joint Committee is advised to elect a member from either Advisory Committee or the Consultative Committee.

3. FILMING AT MEETINGS

Please note 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. 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', 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.

4. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

5. DECLARATIONS OF INTEREST

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

6. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under item 16 below).

7. COMMITTEE MEMBERS INDUCTION BRIEFING (PAGES 1 - 6)

To note the contents of the report.

8. MINUTES (PAGES 7 - 16)

- 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 2023.

9. PLANNING, ADVERTISING, AND LISTED BUILDING CONSENT (PAGES 17 - 38)

To consult with the committees on various proposals.

10. CREATIVE LEARNING PRESENTATION

To be updated on recent activities undertaken by the charity.

11. CHIEF EXECUTIVE OFFICER UPDATE (PAGES 39 - 44)

To note the general update.

12. END OF YEAR MONITORING REPORT (PAGES 45 - 48)

To note the annual update on complaints and theatre use.

13. MATTERS RAISED BY INTERESTED GROUPS

To note any matters raised by interested groups.

14. NON-VOTING BOARD MEMBERS FEEDBACK

To note any non-voting board member feedback.

15. NEW ITEMS OF URGENT BUSINESS

To consider any items of urgent business.

16. DATES OF FUTURE MEETINGS

To note the dates of future meetings:

Thursday, 17 November 2022

Tuesday, 6 December 2022

Thursday, 9 March 2023

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

Jack Booth, Principal Committee Co-ordinator

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Fiona Alderman

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Friday, 10 June 2022



STATUTORY ADVISORY COMMITTEE
&
CONSULTATIVE COMMITTEE

20 JUNE 2022

Report Title: Induction Briefing

Report of: Emma Dagnes, Chief Executive Officer

Purpose: To introduce the Charity and inform new members of the Alexandra Park and Palace Advisory and Consultative Committees of the roles of the committees.

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

1. Introduction to Alexandra Park and Palace Charitable Trust

Alexandra Park was opened in 1863 as a leisure destination. The original parkland was landscaped by Alexander McKenzie as a centre for education and entertainment and to provide a green oasis for Londoners.

Alexandra Palace was opened in 1873. Built as the 'People's Palace', this remarkable seven-acre Grade II listed building remains one of London and the UK's most iconic structures and enjoys global recognition as the birthplace of television. Today Alexandra Palace is surrounded by 196 acres of Grade II listed parkland and offers unprecedented views of the city. The multi-award winning destination maintains its original enterprising spirit by hosting an eclectic mix of live music, sport, cultural and leisure events, formal and informal recreation and enjoyment throughout the year, inside and out.

Alexandra Park and Palace was placed in trust by Act of Parliament in 1900. The Charity was effectively created when the Park and Palace were placed in Trust. Several Acts since have conferred further powers or enacted amendments.

In 1980 the functions of the trustees were transferred to Haringey Council, making it the Corporate Trustee. A further Act was passed in 1985 amending the previous legislation. The 1985 Act is a consolidation of the previous Acts and acknowledges the transfer of the functions of the Trustees from the Greater London Council to Haringey Council.

The Charitable Assets of the Park and Palace have been designated as a Local Nature Reserve, it is covered by several Statutory Conservation areas, it is also designated Metropolitan Open Land. Byelaws were established in 1929 and are still in force.

In recent years the Trust has successfully attracted restoration funding and has embarked upon a programme of fundraising for the longer term. Whilst financial

sustainability has not yet been achieved it is less of a distant reality than it was a decade ago.

1.1 The functions of the Trustees are detailed in the 1900 Act and updated in subsequent Acts, the 1985 Act states that:

- The Trustees are under a statutory duty to uphold, maintain and repair the Palace and to maintain the Park and Palace as a place of public resort and recreation and for other public purposes:
 - To reconstruct and repair the Palace in a manner which will enable the Trustees to promote the use and enjoyment of the said Park and Palace by the public:
 - The Trustees intend in fulfilling their statutory duty under the said trusts to take into account the contemporary needs of the public:
 - They shall maintain, uphold and improve the existing theatre in the Palace...
 - They may let or license at the best rent that can reasonably be obtained any portion of the Park and Palace (subject to any covenants and conditions)...
 - They may close any part of the Palace and Park for not more than fourteen days in any one year
 - They may sell, let or otherwise dispose of the whole or any part of, or the whole or any part of any interest in land acquired by them after the passing of the 1985 Act together with any building or buildings erected thereon but may not without further authorisation dispose of property acquired pre-1985
- (Alexandra Park and Palace Act, 1985, Chapter xxiii) ¹*

1.2 Alexandra Park and Palace Charitable Trust (APPCT) is a charity registered with the Charity Commission. The Charity encompasses the assets of Alexandra Park and Palace and the functions of the Trustees.

The Trust is responsible for the care and maintenance of the Park and the Palace. It is a challenging task, overcoming the dereliction of decades, backlog of repairs and ongoing maintenance to keep both safely open for the public to enjoy.

The Trust aims to maintain and strengthen this proud and iconic landmark destination as a successful, valuable and sustainable asset for all, including our local community and stakeholders.

The Trust delivers charitable activities, including maintaining, restoring and repairing the Park and Palace, delivering a creative learning programme and volunteering programme.

The Trust is required by charity legislation and regulation to contain activities considered 'commercial' within a trading subsidiary to protect the assets from the risks associated with trading. Our trading subsidiary, Alexandra Palace Trading Ltd, (APTL), is wholly owned by the Trust and donates its taxable profit to the Trust in the form of Gift Aid. These activities include events, entertainment, and leisure and hospitality activities. The activities support the charitable purposes by providing not just essential resource to the Trust but enlivening the venue for the purposes of its creation and encouraging a broad cross section of the public to access and enjoy it.

¹ The 1985 Act lists the above and then amends the 1900 Act

2. The Trustee Board

Haringey Council discharges its duties as Corporate Trustee via a Council Committee, the Trustee Board, to which it delegates its power and authority as Trustee. The Charity is subject to general UK law including company law, in relation to its trading subsidiary.

2.1 Trustee Board remit - To discharge the trustee functions.

The Council's functions as statutory trustee of the Alexandra Palace and Park charitable trust are discharged by the Alexandra Palace and Park Board.

To fulfil the functions, powers and duties of the Council as Trustee of Alexandra Palace and Park under the Alexandra Park and Palace Acts and Order 1900 to 1985 and, without prejudice to the generality of this, these functions include:

- *The duty to uphold, maintain and repair the Palace and to maintain the Park and Palace as a place of public resort and recreation and for other public purposes.*
- *Acting as the employing body for employees engaged in the working of the Trust at Alexandra Palace, and to be responsible for the setting of staffing policies, conditions of service and terms of employment of those employees.*
- *In relation to the Trust, being responsible for developing and monitoring the implementation of effective policies and practices to achieve equality of opportunity both for employment and service delivery.*

2.2 Trustee Board Membership

- 6 Council appointees (elected members)
- 3 appointees from the Consultative Committee
- 1 appointee from the Statutory Advisory Committee.

The members appointed by the Council to the Board must always act in the best interests of the Charity, above all other considerations.

The Trust is not required by the Act of Parliament to include any members of the SAC or CC onto the Board. Members of the Board appointed by the Consultative Committee and Statutory Advisory Committee have no voting rights on the Board and have no delegation of authority conferred upon them, other than their own appointing committees' terms of reference.

However, as they are part of the body of the Board, who are considered to have the management and control of the Charity their participation in discussions and decisions could qualify them as Trustees or quasi-trustees. The appointees of the SAC and CC are therefore considered co-optees. Co-optees have no voting rights.

As per the constitution of the SAC and CC committees these representatives have a duty to represent the views of the Committees on the Board and to report back to the Committees from each Board meeting, as stated by the Haringey Council Constitution. This can give rise to conflicts of interest when the best interests of the Charity can be compromised if inappropriate information is disclosed or information disclosed ahead of time.

Co-opted members therefore need to exercise careful judgement to comply with the 'best interests' of the Charity at all times.

3. The Advisory Committee (SAC)

The Advisory Committee, often referred to as the Statutory Advisory Committee or SAC was created by the 1985 Act of Parliament amendments.

3.1 Terms of reference

To promote the objects of the Charity and assist the Trustees in fulfilling the trusts by considering and advising the Trustees on the following matters:

- the general policy relating to the activities and events arranged or permitted in the Park and Palace;
- the effects of such activities and events upon the local inhabitants and local environment;
- the frequency of activities and events attracting more than 10,000 people at any one time and the maximum number to be permitted on such occasions;
- the adequacy of car parking arrangements within the Park and Palace so as to avoid overflow into adjoining residential streets;
- any proposals which require planning permission;
- the establishment and maintenance of the Park as a Metropolitan Park;
- the furtherance of recreation and leisure in the Park and Palace.

3.2 Membership

The SAC consists of up to 16 members;

- 8 Council members from the surrounding wards (Alexandra, Bounds Green (formally known as Bowes Park), Fortis Green, Hornsey, Muswell Hill and Noel Park) , and;
- 8 representatives from residents associations which meet specific requirements as set out in the 1985 Act.

3.3 Administration

The SAC is an independent body that can choose how it is to be administrated.

The SAC is an outside body of the Council, currently administered as a Council committee under the Council's committee procedure rules.

The SAC elects a committee chair from its own membership.

The Council is responsible for all aspects of its administration including ensuring annual appointment deadlines are met.

As a Council committee the paperwork for meetings, agendas and minutes are compiled, collated, and distributed by the Council. The council clerks the meetings.

The SAC elects one of its members onto the APPCT Board annually.

For reasons of convenience the SAC meets jointly with the CC detailed below, under the title of 'Joint consultative committee' as many of the issues for discussion are the same. However, as the Trust is required by statute to seek the advice of the SAC on the matters stated above, the SAC often meets immediately after the Joint committee to consider its specific advice to the Trustee, as appropriate.

4. Alexandra Palace and Park Consultative Committee (CC)

Arising from the Council's role as Trustee of Alexandra Park and Palace the Consultative Committee was created in the 1980s.

4.1 Terms of reference

- To give representatives of appropriate local and national organisations the opportunity of full discussion with members of the Alexandra Palace and Park Board on general matters affecting Alexandra Palace and Park.
- To give members of the Alexandra Palace and Park Board the opportunity of discussing and explaining to the organisations matters affecting the overall policy and efficient management of Alexandra Palace and Park.
- To promote better understanding between members of the Alexandra Palace and Park Board, the Palace Management and local organisations.
- To enable appropriate local (and national) organisations to be fully consulted on decisions of direct concern to them.
- To promote the best interests of the Alexandra Palace and Park as a conservation area.

4.2 Membership

- 6 Councillors who are also the APPCT Trust Board members,
- up to 30 community group representatives.

The CC elects 3 of its members on to the APPCT Board annually, as non-voting members.

4.3 Administration

The CC is a sub-committee of the Trustee Board.

The CC is currently administered as a Council Sub Committee.

The CC elects a committee chair from its own membership.

The Council is responsible for all aspects of its administration, ensuring annual appointment deadlines are met.

As a Council committee the paperwork for meetings, agendas and minutes are compiled, collated and distributed by the council. The Council clerks the meetings.

The CC elects 3 of its members on to the APPCT Board annually, as non-voting members.

For reasons of convenience the CC meets jointly with the SAC detailed above, under the title of 'Joint consultative committee' as many of the issues for discussion are the same.

5. The Joint Consultative Committee

As mentioned above the two committees meet together for convenience. The meetings are administered by the Council as per the individual committees. The Chair of the Joint Committee is normally one of either the Chair of the SAC or CC.

6. Points to remember

- The Trustee Board has a duty to seek the advice of the SAC and to consult the CC on matters detailed above.
- It is not obliged to follow the advice or consulted opinion of the SAC or CC. The Trustee Board must always put the best interests of the Charity first.
- It is best practice for the Trustee Board to respond to the Committees' advice and consulted opinion.
- The Committee chairs should when providing advice or opinion to the Trust be mindful of the terms of reference of their committees.
- The Trust produces a Trust report from the CEO for meetings to give an update on various aspects of the Trust work, for information. Specific issues for consultation or advice are presented as individual agenda items.

MINUTES OF THE JOINT ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE AND ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE MEETING HELD ON WEDNESDAY, 9 MARCH 2022, 7.30 – 8.45 PM.

PRESENT:

Statutory Advisory Committee Members:

Councillors Anne Stennett (Chair), and Viv Ross.

Jane Hutchinson (Alexandra Residents' Association), John Crompton (Muswell Hill and Fortis Green Residents' Association), Kevin Stanfield (Palace Gates Residents' Association), Elizabeth Richardson (Palace View Residents' Association), and Jim Jenks (Warner Estate Residents' Association).

Consultative Committee Members:

Councillors Nick da Costa, and Bob Hare.

Rachel MacDonald deputy for John Thompson (Alexandra Palace Television Group), Jacob O'Callaghan (Alexandra Park and Palace Conservation Area Advisory Committee), Gordon Hutchinson (Friends of Alexandra Park), Annette Baker (Friends of Alexandra Palace), Nigel Willmott (Friends of the Alexandra Palace Theatre), Rachael Macdonald (Hornsey Historical Society), and Val Paley (Palace View Residents' Association).

1. FILMING AT MEETINGS

The meeting was not filmed.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Statutory Advisory Committee: Councillors James Chiriyankandath, Josh Dixon, Scott Emery, Khaled Moyeed, and Elin Weston.

Jason Beazley (Chair, Three Avenues Residents' Association), and David Frith (The Rookfield Association),

Consultative Committee: Councillors Kirsten Hearn, Elin Weston,

Richard Hudson (Warner Estate Residents' Association), Duncan Neill (Muswell Hill and Fortis Green Association),

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. URGENT BUSINESS

There was no urgent business.

5. MINUTES

In response the Consultative Committee minutes held on the 30 November 2021 the following was noted:

- The Finance Director said that he would come back to the committee about how the Salix lighting project scheme was benchmarked;
- There was a discussion about the Alexandra Park and Palace forums, which would be held in the new municipal year, the following points were raised:
 - o The Consultative Committee should continue to meet, supported by the Council; and
 - o The forums would be held on a small budget; therefore, not affecting the finances of the trust.

RESOLVED

1. To approve the minutes of the Joint Meeting of the Statutory Advisory and Consultative Committees held on 4 October 2021 as a correct record, subject to the following amendments:
 - On page Si Grant should be spelt Cy Grant;
 - Elizabeth Richardson had given apologies for the meeting; and
 - Annette Baker had given apologies for the meeting.
2. To note the draft minutes of the Statutory Advisory Committee meeting held on 30 November 2021.
3. To note the draft minutes of the Consultative Committee meeting held on 30 November 2021.
4. To note the draft minutes of the Alexandra Palace and Park Board meeting held on 13 December 2021 and 24 January 2022.

6. CHIEF EXECUTIVE OFFICER (CEO) UPDATE

The CEO introduced the report which provided an update on current issues, projects, and activities.

In response to questions, the following answers were provided:

- The daily tariff for future car parking arrangements at the Alexandra Park and Palace were as follows:
 - o Free for 0 – 30min;
 - o £1.50 for 30min – 1hr;
 - o £3.00 for 1hr – 2hr;
 - o £4.50 for 2hr – 3hr;
 - o £6.00 for 3hr – 4hr;
 - o £8.00 for 4+ hours;
- Trustees had approved car parking charges. Committee members would not have to pay to park when there was a meeting taking place they were attending, provided they give their number plate in advance;

- It was hoped that new car parking signs would look discrete, with clear instructions on pricing and how to pay. As the trust was in a heritage setting, they were sensitive to signage around the estate;
- It should be noted that the power of issuing penalty notices lay solely with the trust. The trust also had selected a provider that allowed multiple methods of payment;
- The CEO commended the team at Alexandra Park and Palace for how they weathered storm Eunice, keeping visitors at the park safe and keeping damage at the park to a minimum;
- It was noted by a committee member that the paths which were being renovated through the culture recovery grant were poorly signed posted and cordoned off during their renovation;
- It was unknown exactly why the Caucasian Wingnut Trees had been felled. Park Manager, Mark Evison, would circulate the answer to this; and
- There was a strategic plan in place to improve pathways across the park. In order to carry out this plan it was important that drainage investigation was undertaken, to understand why some areas of the park became boggy. The trust had recently submitted an application to fund this work.

The Head of Creative Learning, Mark Civil, presented on information on creative learning at Alexandra Park and Palace explaining information as set out in the CEO's report at item 5. He also showed a power point presentation to members on this area.

The committee commended Mark Civil for the work he had done, the Chair noted that creative learning was a welcome addition to Alexandra Park and Palace particularly as it fulfilled one of the charitable objects of the trust.

In answer to questions, the following responses were provided:

- The trust was reaching out to local bookshops. Currently they were working with four book shops, which were rotated to ensure all local bookshops in the area were represented;
- The trust was collaborating with stakeholders in the community to welcome refugees;
- Regarding the fire pit, it was part of the outdoor learning curriculum. The trust had put various health & safety protocols in place to ensure staff and public safety;
- A member noted that it was important that the trust had expanded the education part of Alexandra Park and Palace as it was in line with the charitable objects of the trust. There was concern around the renovation of the Transmission Hall for this purpose. The CEO explained that any works done in this area would be sensitive to the history of the building; and
- The creative learning section of the trust was not guaranteed in perpetuity. Charitable funding, particularly in the arts, was a contested space, with increasing numbers of charitable projects and decreasing pools of institutional funding available. It should be noted that levelling up was prioritised, which meant that funding was becoming decentralised. Overall, the trust had found that it had been easier to get funding for specific projects, than it was for staffing, which was a perennial struggle.

The CEO moved on to noise complaints that had been received in relation to park events. In answer to questions, the following responses were provided:

- Independent noise consultants were employed for large events with amplified music to monitor sound levels and in response to complaints during the events;
- The CEO highlighted that the sound and noise policy that the trust operated did not have a technology specification. The trust had a strong commitment to be good neighbours. The trust was dedicated to containing noise at events where possible; and
- The trust had benchmarked complaints. This exercise had reflected favourably on the trust, as relatively it had fewer complaints than venues of similar size.

RESOLVED

To note the general update.

7. MAST LIGHTING POLICY

The CEO gave members an opportunity to consider the new Mast Lighting Policy and provide comments, feedback, and advice.

Member comments on the policy:

- A member highlighted that the mast had not been lit in commemoration of the Grenfell tower fire. This was flagged at the committee level by this member, who had also wanted the policy to go out to consultation. This member felt that it was an incorrect decision to not light the mast for events such as the commemoration of the Grenfell tower fire. He felt that it was wrong for officers to make decision that he considered political, as in his opinion the lighting of the mast was not a commercial decision. He felt that the board should consider lighting the building permanently, every evening, and wanted to make a presentation to the board about this. The CEO said that it was for the committee to make comments to the board. Alexandra Park and Palace catered to a diverse range of community stakeholders and residents, meaning that not all decisions that were made could appease all groups and individuals.
- A committee member read out 4.1.1 on page 46 from agenda item 7:

‘Requests falling within the charitable purposes will be reviewed and authorised by the CEO or in their absence the Deputy CEO or Director of Finance and Resource. This falls within the delegated powers of the CEO and therefore the decision is deemed final.’

This committee member felt that this did not represent democratic decision making. She felt that this should not be an officer decision, rather, the committees should make the decision. A committee member responded that the CEO was employed to make decisions such as when the mast should be lit; and

- A committee member thought that the cost of lighting the mast frequently or permanently could create an unnecessary financial burden for the trust. The equipment used to light the building would degrade faster, and more pertinently energy costs were due to increase significantly. The Finance Director could inform the committee at a future date the exact cost of running the mast lighting at present, and the costs of running it more frequently.

The majority of the committee were happy with the policy.

RESOLVED

To note the general update.

8. CREATION OF PÉTANQUE COURTS

The CEO sought feedback on the proposal for two Pétanque courts in the park.

In answer to questions, the following responses were provided:

- The cost of creating the pétanque courts was extremely low;
- A committee member felt that pétanque was an activity enjoyed by a limited number of people, especially when compared with the vast number of people who would get enjoyment from the mast being lit regularly; and
- A committee member highlighted that more toilets around the park would be of great benefit.

RESOLVED

To provide advice and feedback to the Trustee Board, who will consider the issue at their next Board meeting.

9. APPOINTMENT OF YOUTH TRUSTEE BOARD MEMBERS AS NON-VOTING CO-OPTES

The Head of Creative Learning sought feedback from SAC/CC members on expanding the youth programmes to include representation of young people on the Trustee Board.

The Head of Creative learning explained that this report came of a drive within the arts sector to think about how youth voices could be incorporated within governance structures. Having a youth voice in Alexandra Park and Palace's governance structure was important in enfranchising young people, while also tying into future funding proposals. The trust was working with the young creatives network to gauge interest. The overall proposal was for 18–25-year-olds to join the board as non-voting co-optees.

In answer to questions, the following responses were provided:

- A committee member welcomed the proposal as they were in favour widening participation. He felt that the proposal was still in a draft form and would like to see further work on the proposal, to be brought back to committee at a later stage. The Head of Creative Learning agreed with this, emphasising that he was looking for agreement in principle from the board;
- The trust was working with the youth trustee movement, seeking advice from them in the recruitment process;
- There was work to be done in establishing if participation was to be borough wide or London wide. The continual assumption of the trust was that the Alexandra Park and Palace was for the benefit of all people living in London. The trust would be managing the mechanism of recruitment carefully.

The committee expressed general support for the proposal.

RESOLVED

To consider and provide feedback on the proposal to appoint two young people from the local community to the Trustee Board, as non-voting members.

10. ITEMS RAISED BY INTERESTED GROUPS

There were no new items of urgent business.

11. MATTERS RAISED BY INTERESTED GROUPS

There were no matters raised by interested groups.

12. NON-VOTING BOARD MEMBERS' FEEDBACK

There was no new non-voting board member feedback.

13. NEW ITEMS OF URGENT BUSINESS

There were no new items of urgent business.

14. DATES OF FUTURE MEETINGS

To note the dates of future meetings:

Thursday, 9 June 2022
Tuesday, 9 March 2023

MINUTES OF MEETING ALEXANDRA PALACE AND PARK BOARD HELD ON FRIDAY, 25 MARCH 2022, AT 12.30-1.30PM

PRESENT:

Councillors: Anne Stennett (Chair), Nick da Costa, Dana Carlin, Bob Hare and Nigel Willmott (Co-Optee)

ALSO ATTENDING: Natalie Layton (Executive Assistant), 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 Elin Weston (Vice-Chair), Councillor Kirsten Hearn, and Jason Beazley.

3. URGENT BUSINESS

There was no urgent business.

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 meeting on 24 January 2022.
- b. To note the minutes of the Alexandra Palace and Park meeting on 15 March 2022.

7. FINANCE UPDATE AND DRAFT BUDGET

The CEO gave a finance update, which highlighted:

- The Trust was at risk of going into deficit. This was at present manageable, and the Trust was in regular discussion with the Corporate Trustee. Presently there were

sufficient reserves, these would be bolstered through the implementation of the new car parking system.

The following responses to questions were provided:

- It was thought that the new car parking system would increase revenue. The figures that the Trust had put forward were considered conservative, which factored in staffing costs. The Trust was confident that the figure would increase over time, offsetting concerns around the deficit; and
- It was acknowledged that the current situation in Ukraine would result in further energy increases. These increases would impact the Trust. This impact was minimised through the investment in Salix lighting. The upcoming sustainability audit, from Julie's Bicycle, would also cover potential immediate and strategic cost savings.

RESOVLED

To approve the budget as recommended by the Board on 15 March 2022.

8. PÉTANQUE COURT

The CEO went through the pétanque courts proposal, which had been discussed at length at the previous meeting on 15 March 2022.

The following responses to questions were provided:

- Trustees were informed that the issues around drainage in the location of the proposed courts had been mostly resolved since an intervention from Thames Water; and
- The courts were of low impact to existing surroundings. It was noted that a pathway was accessible to the side of the courts, meaning it would not be necessary to create new pathways.

RESOVLED

To approve the proposal to create Pétanque Courts on land adjacent to the Lower Road, East as recommended by the Board on 15 March 2022.

9. YOUTH TRUSTEES

The CEO highlighted that the Board meeting on 15 March the proposal of adding Youth Trustees to the Board had been recommended for approval.

The following responses to questions were provided:

- The recruitment, support, and safeguarding process would be brought back to the new board;
- The proposal was aimed to meet required governance improvements in order to access certain funding streams;
- A Trustee suggested that youth groups from the creative network be invited to join the Consultative Committee. The CEO had agreed with this position; herself and the Head of Creative Learning had been in discussions around how youth groups could reinvigorate the resident and interested stakeholder groups. It was

highlighted that several of these groups on the Consultative Committee and Statutory Advisory Committee no longer met the requirements for committee membership as set out in the Alexandra Park and Palace Acts 1900-1985. It was felt that it was important to balance current stakeholder investment while meeting the requirements for memberships of these committees. Pertinent requirements were (quoting verbatim from the act page 8 section 9):

- the association shall have a written constitution;
 - the association shall require an annual subscription from its members;
 - the association shall meet regularly; and
 - the constitution of the association shall provide for elections of its officers.
- Trustees were supportive of the proposal.

RESOVLED

To approve the proposal to appoint two Youth Trustee Board members as recommended by the Board on 15 March 2022.

10. FORWARD PLAN

The CEO set out the Forward Plan. Several actions were agreed:

- To delay the workshop for the members (**Action: Executive Assistance**);
- To seek feedback from current members on being a Trustee (**Action: Executive Assistance**);
- To talk with the Chief Whips asking for a minimum four-year term for Trustees, this was to ensure stability and continuity among Trustees (**Action: Executive Assistance**).

RESOVLED

To approve the Board Forward Plan.

11. NEW ITEMS OF URGENT BUSINESS

None received.

12. 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.

13. MINUTES

RESOVLED

To approve the exempt minutes of 24 January 2022 and to note the minutes of the informal meeting held on 15 March 2022.

14. EXEMPT PÉTANQUE FUNDING AGREEMENT

RESOLVED

To note the additional exempt information relating to the report at item 8.

15. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIERS TO BE URGENT

There was no other exempt business.

CHAIR: Councillor Anne Stennett

Signed by Chair

Date



JOINT MEETING OF THE STATUTORY ADVISORY AND CONSULTATIVE COMMITTEES

20 June 2022

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

Purpose: To seek feedback from the Committees on a number of planning, listed building and advert consent application proposals as follows:

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; and 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)

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

1.0 Recommendations

1.1 To provide advice and feedback to the Trustee Board, who will consider at their next Board meeting.

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, the following infrastructure is required:

- Pay terminals
- 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.

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.

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.

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.

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

7.0 East Wing Projects: Signage and Wayfinding Improvements

- 7.1 Prior to the East Wing project, IR customers 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.

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.
- 8.4 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.

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.

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

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.

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.

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. We intend to have a pre-application meeting with Haringey planning team in the coming weeks.

11.0 Go Ape Climbing Wall

- 11.1 A 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.

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:
- Page 2, 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
 - Page 5 section 4 and Page 13 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 The Council’s Head of Legal & Governance has been consulted in the preparation of this report and has no comments.

13. 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



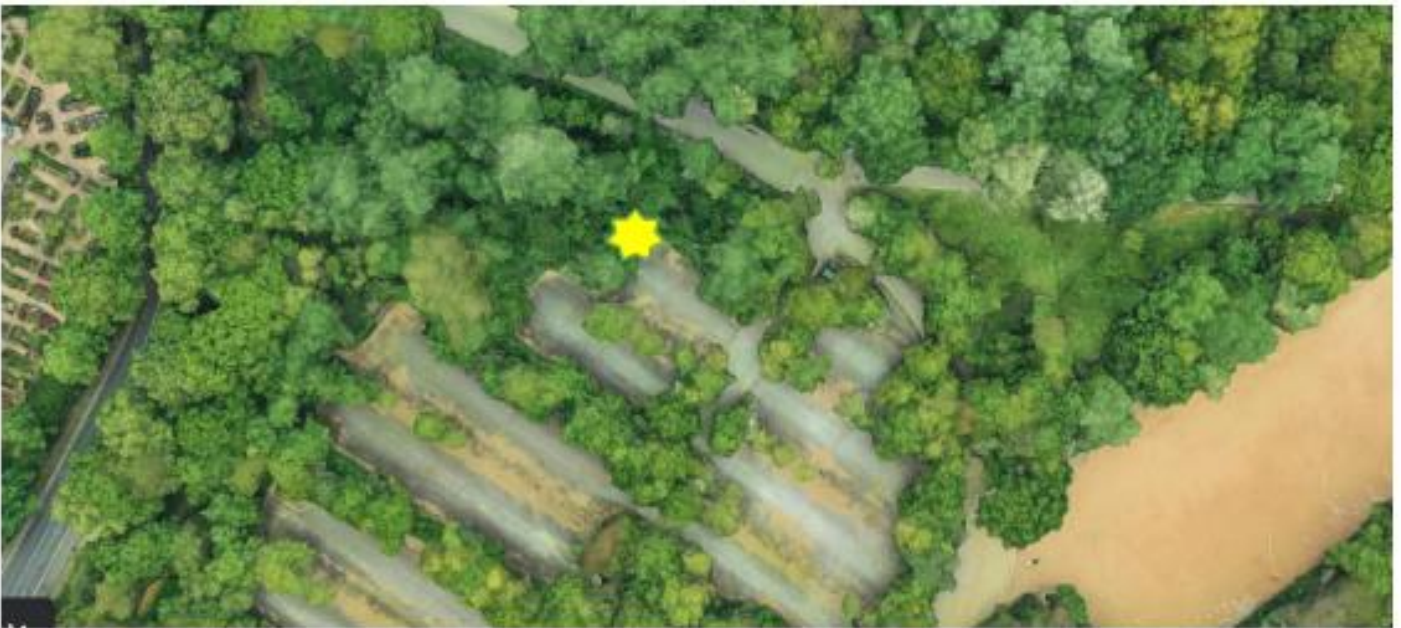
East car park – 3no pay terminals



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



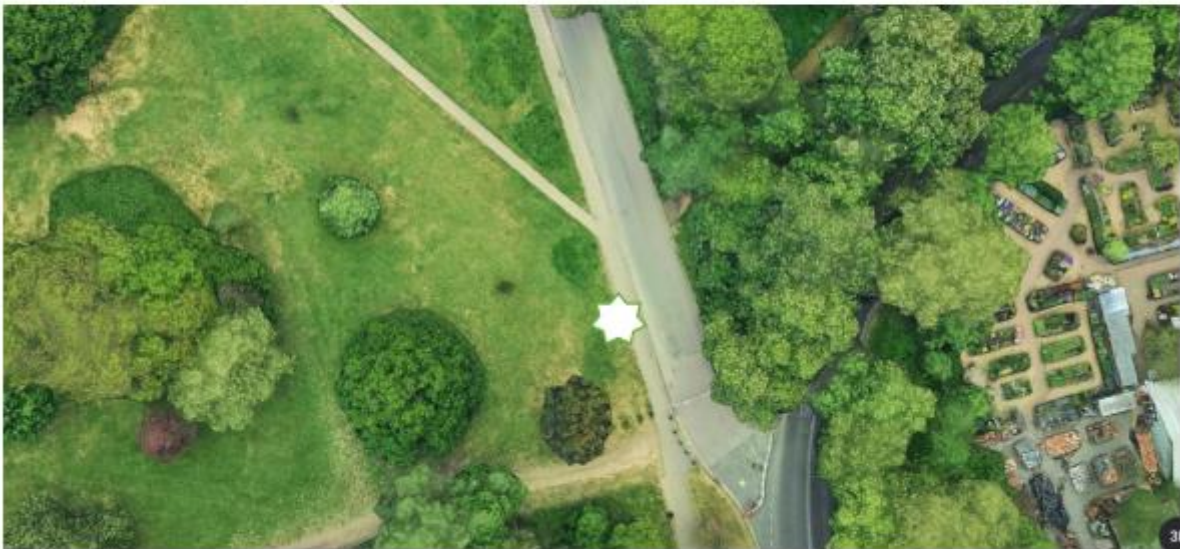
East Car Park – ANPR camera location x2



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 fees 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 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
SMITH BARRETT ASSOCIATION

APPROVED OPERATOR

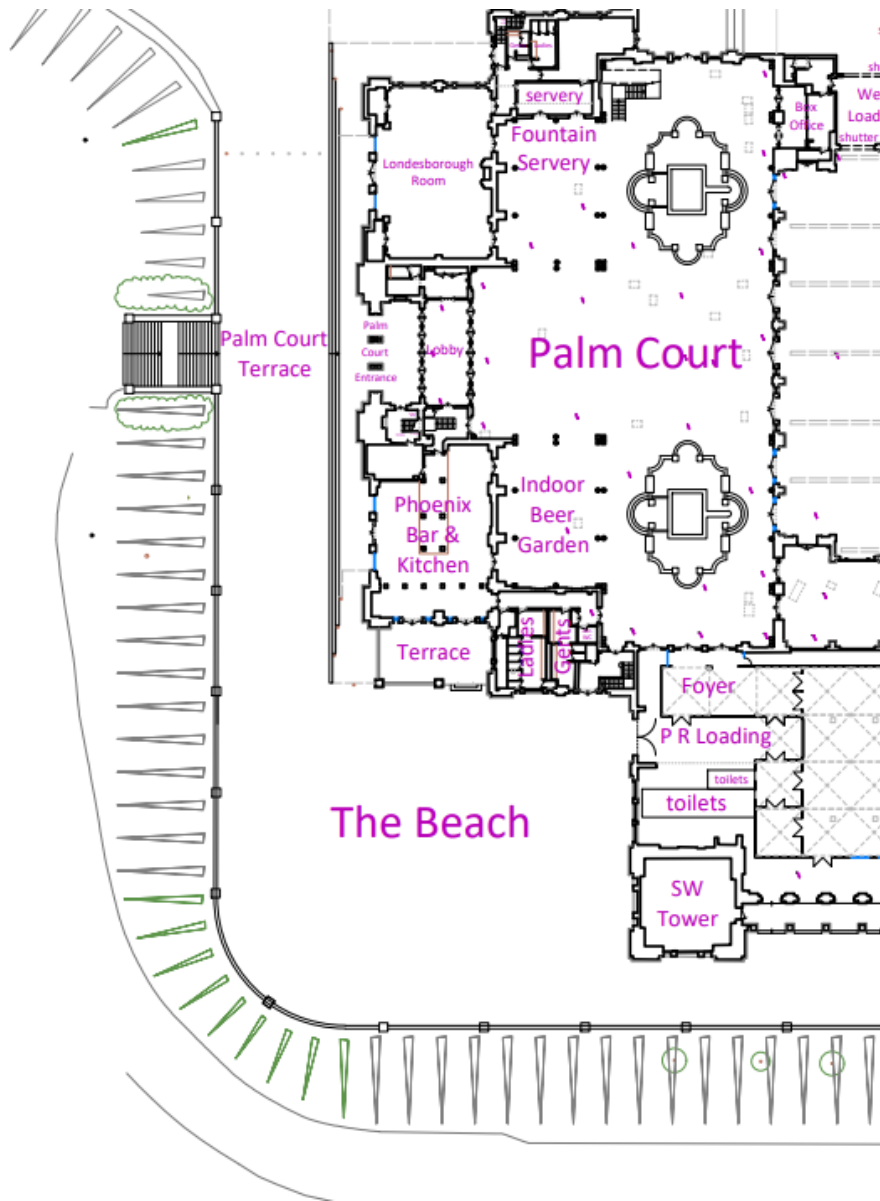
SITE NO. XXXX

Signage for car parks

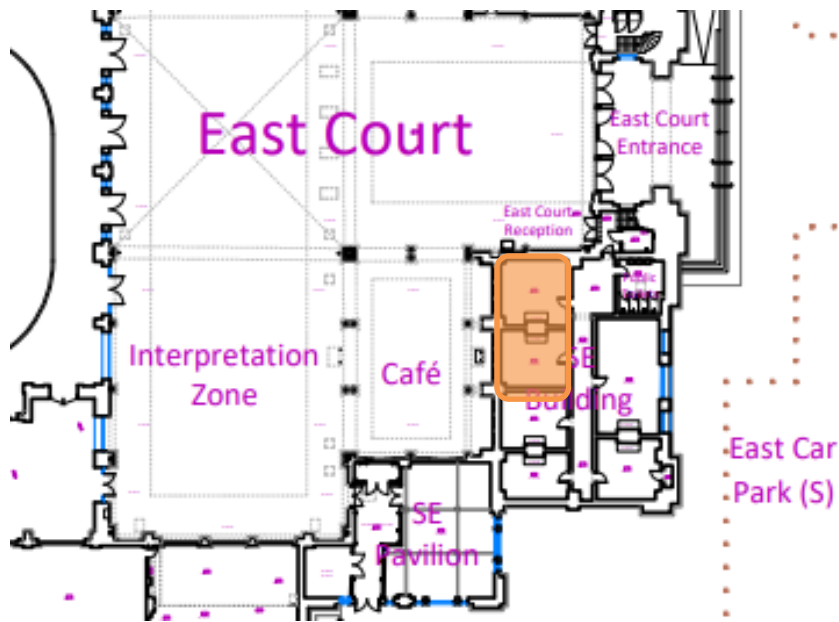


Variable Message Sign example

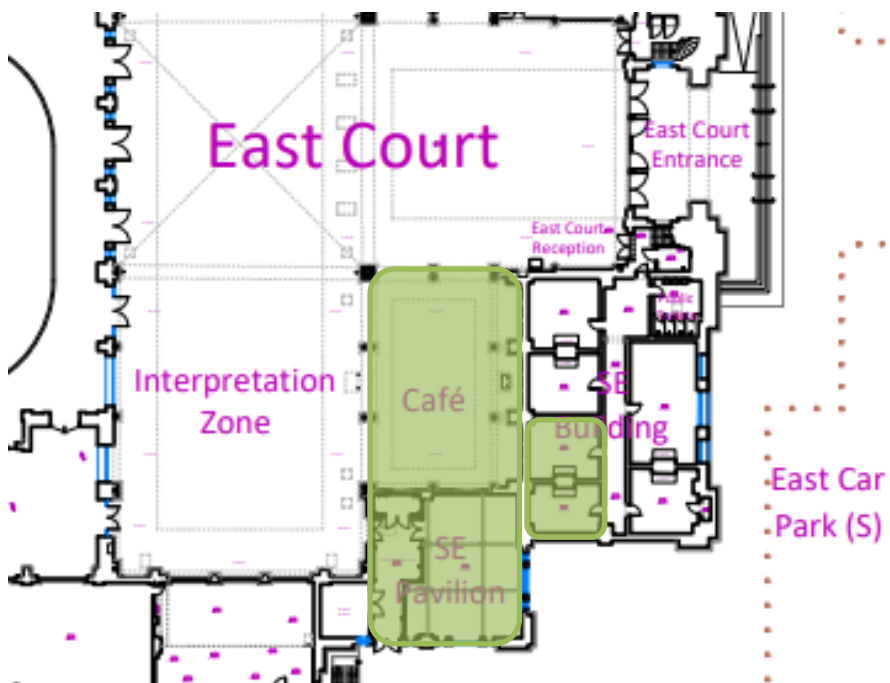
APPENDIX 5: THE BEACH LOCATION PLAN



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

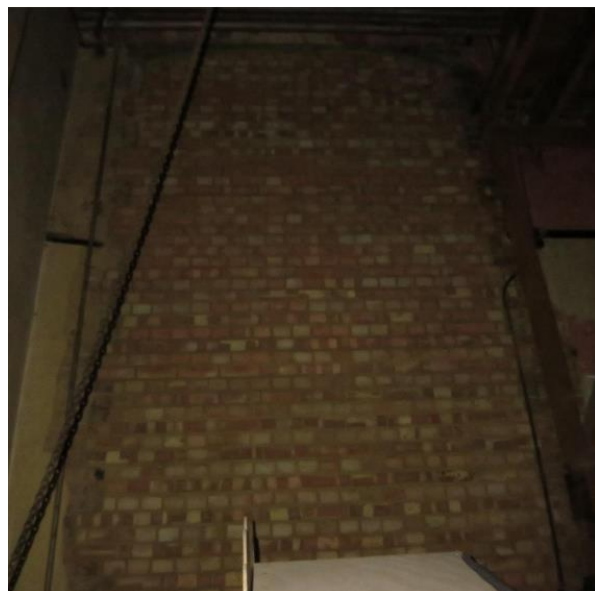
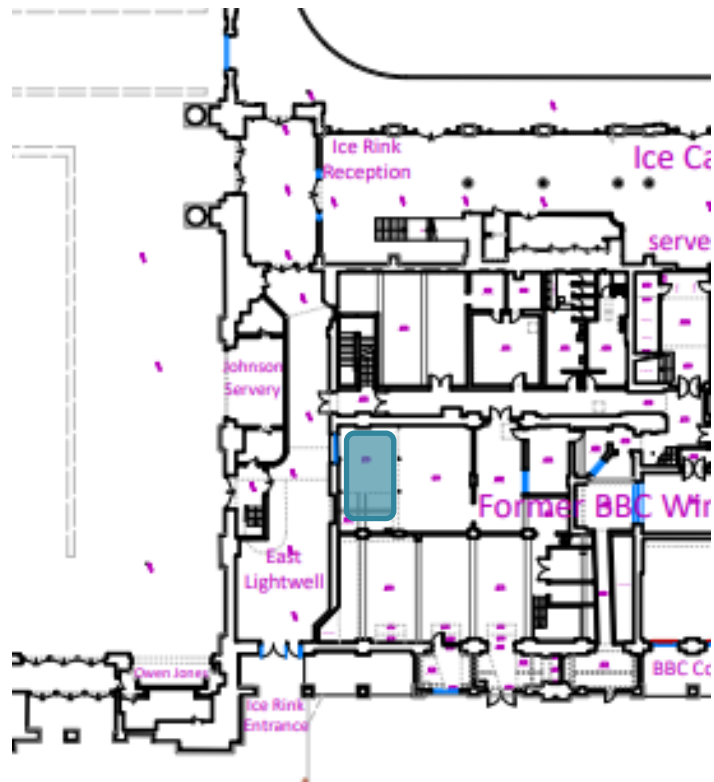


Temporary banner solution using existing fixings in East Court

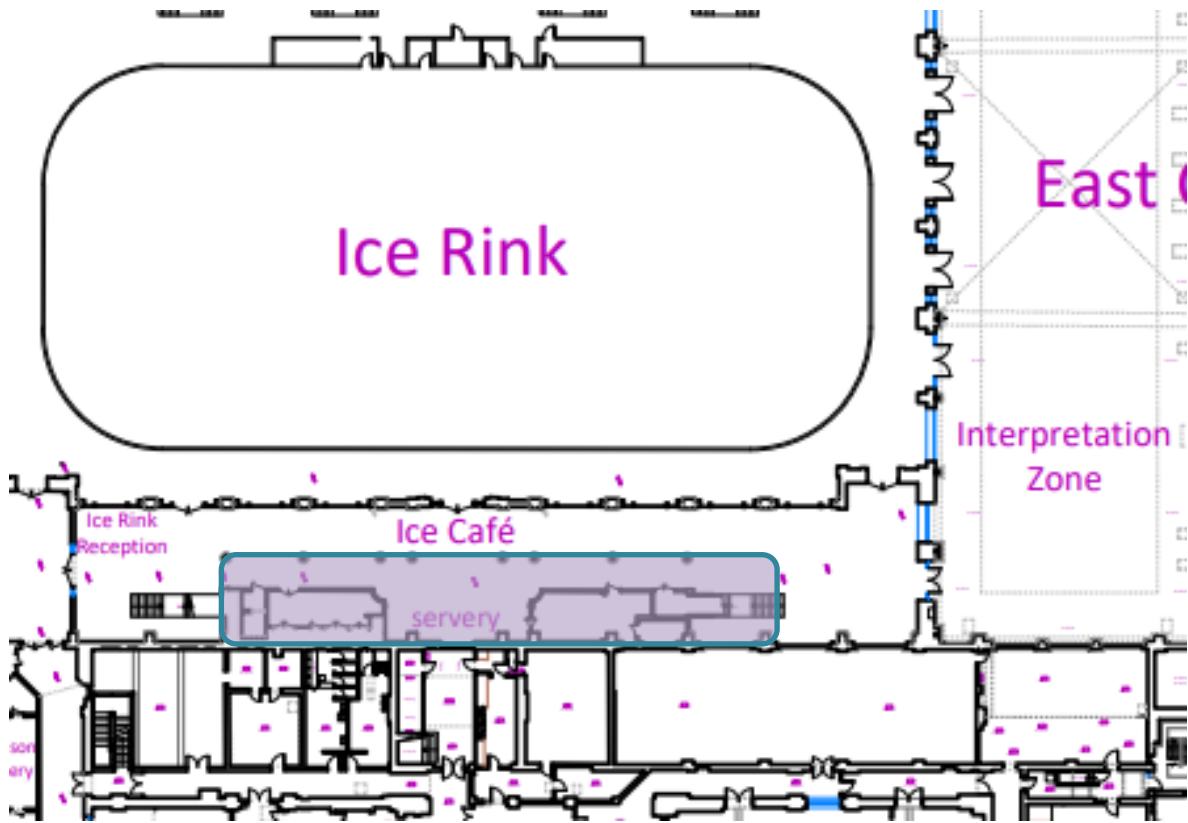


Precedent for gold/brass directional signage in Palm Court

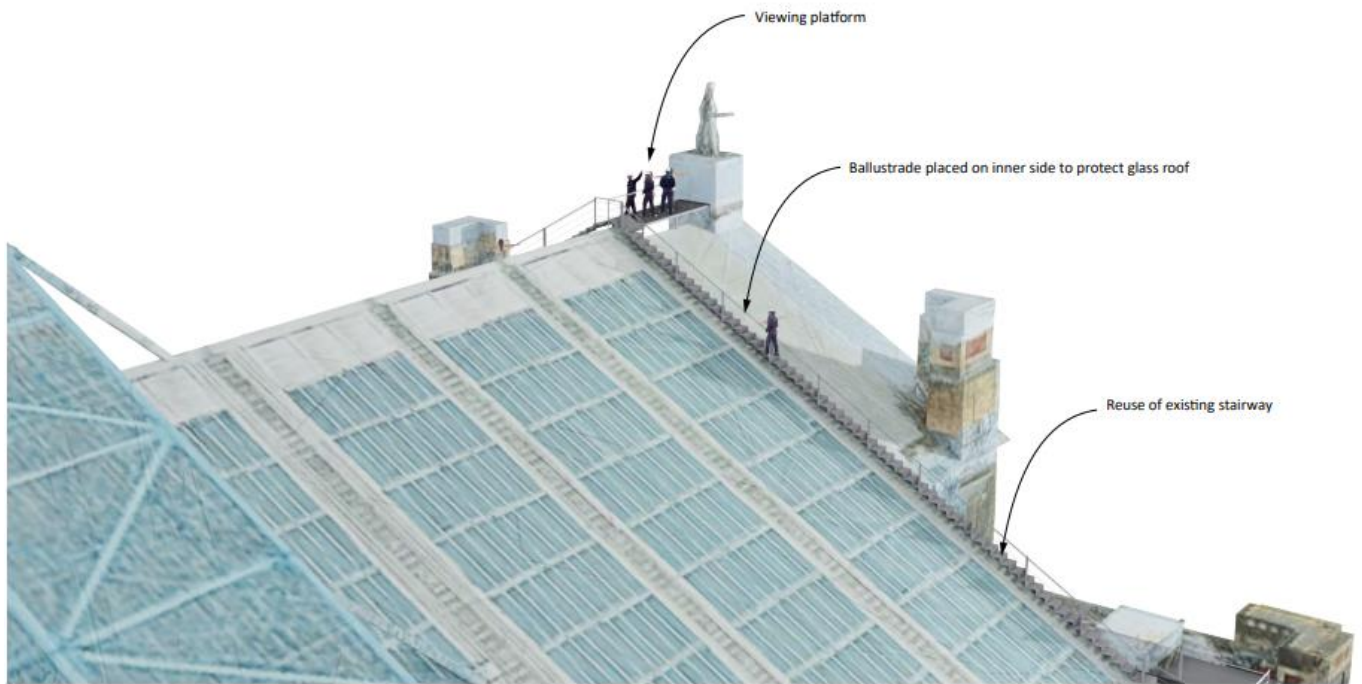
APPENDIX 8: CHANGING PLACES FACILITY LOCATION



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

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**JOINT MEETING OF THE
STATUTORY ADVISORY AND CONSULTATIVE COMMITTEES**

9 JUNE 2022

Report Title: CEO's Report

Report of: Emma Dagnes, Chief Executive Officer

Purpose: To update the committees 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 invited all Haringey Councillors for an introductory tour of Alexandra Palace and, at the time of writing this report, induction sessions were being arranged as we welcome our new trustee board members.

2.2 The SAC/CC would normally receive the annual summary of complaints, theatre activity and outdoor event monitoring which has not been possible due to staff capacity. This will be provided for consideration at the next meeting of the Committees.

2.3 Proposals to trial an Open Forum were discussed with the SAC & CC in 2021 and the Council's Assistant Director for Strategy, Communications & Collaborations is currently being consulted on the draft plan and criteria for assessment. The first pilot open forum is scheduled to be held in September 2022; however, this date may change to enable further consultation with the SAC, CC and Trustee Board.

2.4 Other activity;

- We celebrate 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/>
- The mast will be lit purple for the Queen's Platinum Jubilee on Thursday 2nd June.
- Catering units will be provided in the Park again this summer.

3. Park Update

- 3.1 We are delighted to report that the Mayor of London's Rewild London Fund is supporting the Park with a grant of over £36,000. This project is 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.
- 3.2 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.
- 3.3 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.
- 3.4 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.

4. Repairs, maintenance and improvements

- 4.1 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

6. Activities and Events

6.1. Creative Learning general update:

Biblio-Buzz 2022

- The winner of our annual Children's Book Award was crowned at a special ceremony in the Theatre on the 25 March.
- 32 schools enrolled in the programme 27 from Haringey, 2 from Barnet, and 2 from Camden.
- 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.
- To promote the benefits of outdoor activities a gardening club for students from a non-maintained special school and sixth form has been established. This is for children aged between 4 – 19 who are diagnosed with autism. The eager students are in their third week of the club, and they are learning basic gardening skills, warmed by the occasional mug of hot chocolate! The workshops are led by Forest and Family who run our successful forest school programme.
- As part of the Pangolin Project Kay Adshead and filmmaker Andrew Locke will run workshops with people to create short films asking How the pandemic has affected me? Participants will be given £50 to support their attendance and help to ensure the programme is as inclusive as possible.
- The February half term Creativity Camp focusing on clowning/comedy performance has 14 children from Haringey will be attending the programme for the week.

More information on Creative Learning activities since the last meeting will be provided in a presentation at the meeting under agenda item 9.

6.2 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

6.3 The event schedule is attached at Appendix 1

6.4 Confirmed and Provisional Park Events

Sunday 3rd July – Red Bull Soap Box Race

Proposed to open from 9.30am and close at 6pm. As previous years, Alexandra Palace Way will be closed to traffic in the build-up, during and break-down of the event:

- **Alexandra Palace Way will be closed** from midnight on Friday 1 July to 4pm on Monday 4 July between the Bedford Road entrance to Palm Court*
- **Bedford Road closure and parking restrictions** will be implemented from 8pm on Saturday 2 July.

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

Sunday 24th July – Higher Ground, headlined by Patti Smith, will take place in the park same location as the stage is set for Kaleidoscope,

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 football club will be permitted

6.4 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.

- **Road closure:** a temporary closure of Alexandra Palace Way will be required for the events taking place on the 3, 16, 22, 23 & 24th July. 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.
- **Park closure:** events on the 16 July and over the weekend of the 23 July will require a 20 acre section of the south slope to be closed to the public (this still leaves 176 acres of the Park for you to enjoy!). We design the construction of the event sites, so that people can continue to use the south slope for as long as possible.

6.5 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.

6.6 7 complaints were received in 2021/22 about event noise including one new complaint since last reported:

7 August 2021	Streetlife	1 complaint
22 August 2021	Streetlife	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

The programme of events is ever evolving, and we encourage SAC and CC members to keep up to date by visiting www.alexandrapalace.com/whats-on

7. Legal Implications

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

8. Use of Appendices

Appendix 1 – Schedule of Events

Appendix 1 Events Schedule	Location	Date
Simon Amstell	Theatre	1-2 June
Segway	Park	2-5 June
Streatlife	Panorama Room & Park	3-4 June
Ronnie O'Sullivan	Theatre	4-5 June
Heavy Metal Truants (motor cyclist fundraiser)	Park - The Beach	8 June
An Evening with Reverend Richard Coles & Friends	Theatre	9 June
Vegan Life Live	Great Hall	11-12 June
Friends of the Park - London Metropolitan Brass Band	The Grove	12 June
Joan As Police Woman	Theatre	15 June
Dylan Moran	Theatre	16-17 June
Haringey Box Cup	West Hall / Great Hall	17-19 June
ABTT Theatre Show	West Hall	22-23 June
I Can Dance	Theatre	25 June
Greta van Fleet	ALL AREAS	25 June
Lorde	ALL AREAS	28 June
Converge: Bloodmoon	Theatre	28 June
The Pangolin Project	ALL AREAS	30 June-4 July
Red Bull Soapbox Race	Park	3 July
Kula Shaker	Theatre	8 July
Primal Scream	Park	16 July
Fat Freddy's Drop	Park	22 July
Kaleidoscope	Park	23 July
Higher Ground Festival	Park	24 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
ADVISORY & CONSULTATIVE COMMITTEE
20 June 2022**

Report Title: 2021/22 End of Year Monitoring Report

Report of: Emma Dagnes, CEO

Purpose: This report provides an annual summary of complaints, theatre activity and the outdoor event monitoring framework.

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

1. Recommendation

To consider and note the end of year monitoring report.

2. Complaints and Feedback

Summary

- 2.1 355 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 from event and ice-rink customers
 - 7 related to noise from events
 - 29 direct to Trust mainly about lighting in the Park
- 2.2 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.
- 2.3 No complaints were escalated for internal investigation or to the Trustee Board.
- 2.4 We are not aware of any complaints made to the Charity Commission or the Fundraising Regulator about the Charity.

2.5 Customer Complaints

2.5.1 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.

2.5.2 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.

2.5.3 Other common themes this year were queuing, car parking and covid-measure related concerns.

2.6 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

2.7 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).

2.8 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 flytipping
- 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

2.9 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.

2.10 Conclusion

In 2021-22 Alexandra Park and Palace welcomed 5.7 million visitors and the number of formal complaints recorded (355) is considered to be low, with most complaints being responded to and resolved within five days.

3. Theatre Activity – 1 April 2021 to 31 March 2022

- 3.1 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.
- 3.2 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.
- 3.3 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.
- 3.4 Creative Learning projects included performances of Dr Cinderella, the return of Bibliobuzz, and the theatre being used by the new Young Actors Company.
- 3.5 Community performances included Crouch End Festival Chorus and Be On Pointe Ballet School Show 2022.
- 3.6 For more information please view our Theatre promotional video which gives a taste for the programme and recent activity: <https://youtu.be/qRugTI1aM8c>. We also published two Theatre specific blogs this year: <https://www.alexandrapalace.com/about-us/blog/>

4. Outdoor Events Monitoring Framework

- 4.1 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 also 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 to prevent future damage from heavy event the vehicles.

5. Legal Implications

- 5.1 The Council's Head of Legal and Governance has been consulted on this report and has no comments.

6. Appendices

None

7. Background documents

Complaints Policy, Complaints Logs