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## ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE

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TUESDAY, 22ND JUNE, 2010 AT 19:30HRS – THE LONDESBOROUGH ROOM,  
ALEXANDRA PALACE, PALACE WAY, WOOD GREEN, LONDON N22.

MEMBERS: Councillors Egan (Chair), Hare, Peacock, Scott, Stewart, Strickland (Vice-Chair) and Williams

**NOMINATED MEMBERS:**

Alexandra Palace Amateur Ice Skating Club	Mr M. Tarpey
Alexandra Palace Allotments Association	Mr C. Mahoney
Alexandra Palace Angling Association	Mr K. Pestell
Alexandra Palace Organ Appeal	Mr R. Tucker
Alexandra Palace Television Group	Mr J. Thompson
Alexandra Residents' Association	Ms C. Hayter
Bounds Green and District Residents' Association	Mr K. Ranson
Alexandra Park and Palace Conservation Area Advisory Committee	Mr C. Marr
Friends of Alexandra Park	Mr G. Hutchinson
Friends of the Alexandra Palace Theatre	Mr N. Willmott
Hornsey Historical Society	Mr J. O'Callaghan
Muswell Hill and Fortis Green Association	Ms D. Feeney
Muswell Hill Metro Group	Mr J. Boshier
New River Action Group	Miss R. Macdonald
Palace View Residents' Association	Ms V. Paley
Warner Estate Residents' Association	Prof. R. Hudson

**AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **WELCOME & INTRODUCTIONS**
3. **MEMBERSHIP (PAGES 1 - 6)**

- (a) To receive and approve the applications for membership of the Committee for the 2010/11 Municipal Year, from the organisations listed above.
- (b) To note that the Union of Construction, Allied Trades and Technicians has ceased membership on the Committee.
- (c) To appoint three representatives of the Committee to serve as non-voting Members of the Alexandra Palace and Park Board.
- (d) To note the Committee's Constitution (Attached).

#### **4. DECLARATIONS OF INTEREST**

Members of the Committee are invited to disclose any interest they may have in any of the items appearing on this agenda.

#### **5. MINUTES (PAGES 7 - 54)**

- i) To approve the draft minutes of the meeting of the Consultative Committee held on 16<sup>th</sup> February 2010 (attached).
- ii) To note the minutes of the Advisory Committee meetings held on 9<sup>th</sup> February 2010 and 17<sup>th</sup> March 2010 (Special) (attached).
- iii) To note the draft minutes of the meeting of the Alexandra Palace and Park Board held on 12<sup>th</sup> January 2010, 2<sup>nd</sup> March 2010 and 4<sup>th</sup> May 2010.

#### **6. PRESENTATIONS BY INTERESTED GROUPS (PAGES 55 - 62)**

To receive presentations by the following interested groups on the Committee:

- i. New River Action Group – Miss R. Macdonald (to follow)
- ii. Friends of Alexandra Park – Mr G. Hutchinson

#### **7. PARK ACTIVITIES UPDATE (PAGES 63 - 66)**

To receive the report of the Park Manager, Alexandra Palace, updating the Consultative Committee on events and works within the park.

#### **8. FORTHCOMING EVENTS (PAGES 67 - 70)**

To receive the report of the Managing Director, Alexandra Palace Trading Limited (APTL) advising the Consultative Committee on forthcoming events to the end of the financial year.

#### **9. MATTERS RAISED BY INTERESTED GROUPS**

- a) Jacob O'Callaghan of Hornsey Historical Society has suggested that it might be helpful if the Committee received detailed reports on regular surveys of the

whole building fabric and what repairs were necessary and being done – for discussion.

**10. ANY OTHER BUSINESS**

**11. DATE OF FUTURE MEETINGS**

Future meetings of the Consultative Committee will be held on:

Tuesday 14<sup>th</sup> September 2010

Tuesday 9<sup>th</sup> November 2010

Tuesday 8<sup>th</sup> February 2011

Tuesday 12<sup>th</sup> April 2011

Ken Pryor  
Deputy Head of Local Democracy and  
Member Services  
River Park House  
225 High Road  
Wood Green  
London N22 8HQ

Natalie Cole  
Committee Co-ordinator  
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Monday 14<sup>th</sup> June 2010

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**London Borough of Haringey****Alexandra Park and Palace Charitable Trust****ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE****CONSTITUTION****1. OBJECT**

1. To give representatives of appropriate local and national organisations the opportunity of full discussion on general matters affecting Alexandra Palace and Park.
2. To give the Board of Charity Trustees the opportunity of discussion and explaining to the organisations matters affecting the overall policy and efficient management of Alexandra Palace and Park.
3. To promote better understanding between the Board of Trustees, the Palace management and local organisations.
4. To enable appropriate local (and national) organisations to participate in decisions of direct concern to them.
5. To further the Alexandra Palace and Park as a conservation area.

**2. CONSTITUTION****1. TITLE**

The Committee shall be called "The Alexandra Palace and Park Consultative Committee".

**2. ORGANISATION****(a) Membership**

- (i) The Board of Charity Trustees shall be the representatives of the Charitable Trust.
- (ii) Organisations which fulfil the criteria set out in sub-paragraphs (a) to (e) below shall be eligible to apply for membership of the Consultative Committee. Such application shall be made to the Alexandra Palace and Park Board for approval.
  - (a) Local residents associations, properly constituted, whose membership includes at least 50 households resident within Alexandra, Bounds Green, Fortis Green, Hornsey, Muswell Hill and Noel Park Wards of the London Borough of Haringey.

- (b) Local organisations which are not residents associations but which demonstrate a sufficient interest in the Palace as an historic building or an interest in the use of the Palace and Park for leisure and recreation purposes or an interest in the dissemination of information about the Palace and Park.
  - (c) National organisations which demonstrate a sufficient interest as defined in (b) above.
  - (d) Lessees for the time being of the London Borough of Haringey within the Alexandra Palace and Park; and
  - (e) Trade Unions representing staff employed by the London Borough of Haringey at Alexandra Palace and Park.
- (iii) Where an organisation has been accepted for membership of the Consultative Committee it shall be entitled to nominate a representative as follows:
  - (a) Local and national organisations – One named representative with full voting powers.
  - (b) Lessees – One named non-voting representative
  - (c) Trade Unions – One named representative with full voting powers.
- (iv) There shall not be more than 30 associations appointed to membership of the Consultative Committee at any one time.
- (v) For the avoidance of doubt it is hereby declared that:
  - (a) Where a Charity Trustee ceases to hold that position he/she shall cease to be a Member of the Consultative Committee and their successor shall automatically become a Member.
  - (b) Where a lease has come to an end by effluxion of time or otherwise the lessee shall no longer be entitled to membership of the Consultative Committee; and
  - (c) Where any person ceases to be the duly appointed representative of a local or nation organisation, lessee or Trade Union, she/he shall not be entitled to membership of the Committee and the organisation shall be entitled to nominate a successor.
- (vi) Membership of the Consultative Committee from residents and local organisations shall be following nomination by voting at their A.G.M or at a general meeting to which all paid up membership is invited.

- (vii) Organisations accepted for membership of the Consultative Committee shall notify the Secretary of the name of their representative and deputy before the first Consultative Committee meeting of each Municipal Year. If for any reason neither the representative nor the deputy can attend a meeting of the Consultative Committee the organisation shall, wherever possible, inform the Secretary to the Consultative Committee before the meeting of the name of the person representing them.
- (viii) In the event of a vacancy arising, whether by resignation, removal or otherwise, applications for membership to fill the vacancy shall be considered within six weeks or as soon as reasonably possible thereafter.
- (ix) Organisations accepted for membership of the Consultative Committee shall, if requested by the Secretary, supply information concerning their membership, constitution and activities. Such information will usually be requested to be submitted not later than one month before the first meeting of the Consultative Committee in each Municipal Year. When requested, organisations should provide summaries of their objectives in relation to the running and any future developments at the Palace and Park.

**(b) Chair**

- (i) The Chair of the Consultative Committee shall be the person for the time being holding office of Chair of the Alexandra Palace and Park Board.
- (ii) In the event of the Chair not being present at the meeting, the Consultative Committee shall elect a Chair for the meeting.

**(c) Deputies**

Any Member of the Consultative Committee unable to attend a meeting may be represented at that meeting by a duly qualified deputy, provided that such Member or the deputy gives notice to the Secretary before the meeting.

**(d) Secretary**

The Head of Committee and Administrative Services shall be the Secretary to the Consultative Committee.

**(e) Officers**

Officers of the Charity shall attend meetings of and give advice to the Consultative Committee at the invitation of the Chair.

### **3. REPRESENTATION ON THE ALEXANDRA PALACE AND PARK BOARD**

The Consultative Committee shall nominate three of its Members by majority vote of all Members present at the Consultative Committee, to act as representatives on the Board, without voting powers, but with an obligation to report the views of the Consultative Committee to the Board and decisions of the Board to the Consultative Committee.

### **4. TERMS OF REFERENCE**

The Consultative Committee shall be primarily consultative in nature. Every aspect of Alexandra Palace and Park shall be open to discussion and consideration by the Consultative Committee.

### **5. RULES**

- (i) The Consultative Committee shall meet at least three times a year, but a special meeting shall be called by the Secretary within seven days of receipt by him/her of a requisition signed by the Chair or on behalf of a majority of Member organisations, that meeting to be held within three weeks of receipt of the requisition.
- (ii) All meetings of the Consultative Committee shall be open to the press and public unless otherwise agreed by the Consultative Committee.
- (iii) Any Member of the Consultative Committee may request an item to be placed on the agenda for the next meeting. The matters to be discussed at a meeting of the Consultative Committee shall be determined by the Chair and stated upon the notice summoning the meeting. At the conclusion of each meeting the Chair may permit questions or comments upon matters of which notice has not been given provided they do not require a substantial decision from the Consultative Committee at that meeting and provided this could not more conveniently be referred to the next meeting. Individual management matters shall not be brought to the Consultative Committee unless the organisation concerned has first raised the matter with the General Manager, Alexandra Palace without satisfactory results.
- (iv) Meetings shall normally be held at Alexandra Palace and shall commence at 7.30 pm and terminate by 9.30 pm.
- (v) There shall be minutes taken of all meetings of the Consultative Committee for circulation to all Members of the Consultative Committee. The Minutes shall be submitted to the next or subsequent meeting of the Consultative Committee. Any recommendations shall be submitted to the Alexandra Palace and Park Board.
- (vi) Recommendations shall be arrived at only by agreement of a majority of Members entitled to vote. Voting shall normally be by show of hands.
- (vii) Any matter not provided in the rules and any question of interpretation shall be determined by the Alexandra Palace and Park Board.

- (viii) This Constitution as amended came into force on 24 November 1980 when it was approved by the Council. Any further amendment shall also require the approval of the Council.

(Last amended by Council 24 June 2002)

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# UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE - TUESDAY, 16 FEBRUARY 2010

## Nominated Members:

Alexandra Palace Amateur Ice Skating Club	*	Mr M. Tarpey
Alexandra Palace Allotments Association		Mr C. Mahony
Alexandra Palace Angling Association	*	Mr K. Pestell
Alexandra Palace Organ Appeal		Mr.J. Apperley
Alexandra Palace Television Society	*	Mr J. Thompson
Alexandra Residents' Association		Ms C. Hayter
Bounds Green and District Residents' Association	*	Mr K. Ranson
Alexandra Park and Palace Conservation Area Advisory Committee	*	Mr C. Marr
Friends of Alexandra Park	*	Mr G. Hutchinson
Friends of the Alexandra Palace Theatre	*	Mr C. Richell
Hornsey Historical Society	*	Mr.J.O'Callaghan
Muswell Hill and Fortis Green Association	*	Ms D. Feeney
Muswell Hill Metro Group	*	Mr J. Boshier
New River Action Group	*	Miss R. MacDonald
Palace View Residents' Association		Ms V. Paley
U.C.A.T.T.		Mr J. McCue
Warner Estate Residents' Association	*	Prof. R. Hudson

## Appointed Members:

\*Councillor P. Egan (Chair)  
 \*Councillor B. Hare  
 \*Councillor C. Harris  
 Councillor S. Peacock  
 \*Councillor N. Scott  
 \*Councillor S. Thompson  
 Councillor N. Williams

\*Members present.

Apologies      Councillor Peacock

## Also In Attendance:

Interim General Manager, Alexandra Palace – Mr A. Gill  
 Park Manager, Alexandra Palace – Mr M. Evison  
 Managing Director, Alexandra Park Trading Company (APTL) – Ms R. Kane  
 Friends of the Alexandra Palace Theatre - Mr N. Willmott  
 Clerk to the Committee – Miss N. Cole

**MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE.  
TUESDAY, 16 FEBRUARY 2010**

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTION BY</b>
<b>APCC34.</b>	<b>APOLOGIES FOR ABSENCE</b>  Apologies for absence were received from Roger Tucker (Alexandra Palace Organ Appeal), Caroline Hayter (Alexandra Residents' Association), and Councillor Sheila Peacock. Apologies for lateness were received from Nigel Willmott (Friends of the Alexandra Palace Theatre).	
<b>APCC35.</b>	<b>DECLARATIONS OF INTEREST</b>  Councillor Thompson declared that he was Vice-Chair of the London Borough of Haringey's Pensions Committee.	
<b>APCC36.</b>	<b>MEMBERSHIP</b>  The Committee noted the appointment of the Alexandra Park and Palace Conservation Area Advisory Committee to the Consultative Committee and welcomed its representative, Colin Marr.	
<b>APCC37.</b>	<b>PRESENTATIONS BY INTERESTED GROUPS</b>  i. <u>Alexandra Palace Television Group</u>  The Committee received the written presentation by John Thompson, Alexandra Palace Television Group, which provided a background to the organisation and detailed achievements including campaigning to protect the Palace's television heritage and the current exhibition displayed in Studio A. The Group's aim was to work with the General Manager, Alexandra Palace to develop the television studios into a world class visitor attraction.  In response to questions from Committee Members it was noted that the Group's application to English Heritage to upgrade the listing status for the studios did not include the television mast, which is the oldest working television mast in the world, installed by Marconi.  <b>RESOLVED</b> to note the presentation.  ii. <u>Bounds Green and District Residents' Association</u>  The Committee received the written presentation by Ken Ranson, Chairman of the Bounds Green and District Residents' Association (BGDRA) which included boundary links with Barnet, Enfield and Haringey.  The Committee noted that the Association was founded in 1933 and dealt mainly with housing and planning development matters and was also in the process of applying for Conservation Area status for the Scout Park.  The Chair suggested the Bounds Green and District Residents'	

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	<p>Association consider joining the Alexandra Park and Palace Advisory Committee.</p> <p style="text-align: right;"><b>Action: Clerk</b></p> <p><b>RESOLVED</b> to note the presentation.</p>
<b>APCC38.</b>	<p><b>MINUTES</b></p> <p>i) <u>Consultative Committee minutes 17<sup>th</sup> November 2009</u></p> <p><b>RESOLVED</b> that the minutes of the meeting held on 17<sup>th</sup> November 2009 be confirmed as a correct record of the meeting.</p> <p>ii) <u>Advisory Committee minutes - 3<sup>rd</sup> November 2009</u></p> <p>The Committee noted the minutes of the Alexandra Park and Palace Advisory Committee held on Tuesday 3<sup>rd</sup> November 2009.</p> <p>iii) <u>Alexandra Palace and Park Board minutes - 24<sup>th</sup> November 2009</u></p> <p>The Committee noted the minutes of the Alexandra Palace and Park Board held on 24<sup>th</sup> November 2010.</p>
<b>APCC39.</b>	<p><b>PARK ACTIVITIES UPDATE</b></p> <p>The Committee received the Park Activities Update report, presented by Mark Evison, Alexandra Park Manager.</p> <p><u>6.1 Road Maintenance</u></p> <p>Committee Members expressed concern about the number of buses passing through residential roads during the closure of Alexandra Palace Way.</p> <p><u>6.6 Winter Weather</u></p> <p>The Committee asked what health and safety guidance had been given to park users who were tobogganing down the Park hills during the time of snow and was informed that the common sense approach was expected to be used by park users. The Park's security team would approach park users to warn them if their actions looked unsafe.</p> <p>In response to a question from the Committee the Park Manager confirmed that the Park had been left littered with drinks cans and crisp packets during the time of snow as well as signs and recycling box lids, which people had used as sledges.</p> <p>The Committee highlighted that the Dukes Avenue entrance to the Park had not been salted enough during the time of snow.</p> <p><u>Pitch &amp; Putt improvements</u></p> <p>The Committee raised concerns about the potential ecological damage which could be caused by materials (and lorries delivering the materials) used to fill and level out the playing areas. The Park Manager assured the Committee that whilst in principle agreement for the improvements had been granted by the Trustees,</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE.  
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	<p>there were various aspects which would need to be agreed between Golfwise Ltd and the Park Manager before the improvement works could begin. Colin Marr commented that it was unfortunate that the Board had allowed this proposal to go to Planning in advance of these agreements, which had resulted in uncertainty and confrontation. Committee Members were invited to submit any concerns about the improvement works to the Park Manager.</p> <p><u>BBC London Springwatch</u> The Committee noted that the BBC London Springwatch Wild Day Out would be held on Saturday 5<sup>th</sup> June 2010. More details would be posted on the Alexandra Palace website (<a href="http://www.alexandrapalace.com">www.alexandrapalace.com</a> ).</p>
<b>APCC40.</b>	<p><b>FORTHCOMING EVENTS</b></p> <p>The Committee received the Forthcoming Events report presented by Rebecca Kane, Managing Director, Alexandra Palace Trading Limited.</p> <p>The Committee noted the events scheduled to be held at Alexandra Palace as well as further events including the Haringey Film Festival and the possibility of screening World Cup 2010 qualifying games.</p> <p>The Consultative Committee congratulated the Managing Director, APTL on the recent filming involving some big names but expressed concern that the number of exhibitions appeared to have reduced in recent years. The MD confirmed the exhibition business had been static for the past 2/3 years but no exhibitions had been lost during the recent recession. The Committee noted that the Farmers' Market could only be held at the Park for 35 weeks in the year due to it being a busy time for other events on site.</p> <p><b>RESOLVED</b> that the report be noted.</p>
<b>APCC41.</b>	<p><b>GOOD GOVERNANCE</b></p> <p>The Committee received the NCVO (National Council for Voluntary Organisations) Good Governance code and tabled handouts detailing the seven key principles. Rebecca Kane, Managing Director, Alexandra Palace Trading Limited (APTL) informed the Committee that on 2<sup>nd</sup> March 2010 the Board will be recommended to adopt the seven principles of the NCVO Code of Good Governance.</p> <p>The Committee noted that no decisions would be asked of the Board on 2<sup>nd</sup> March 2010 but it will be an opportunity to understand the pros and cons of the various structural models being explored and provide details of the next steps in the bid to secure better governance for the future. An open day will be organised to enable wider members of the public to also be consulted on the future of Alexandra Palace and Park in March as well as a possible road show which would cover both the east and west of the Borough.</p> <p>The Code is based on 7 key principles:</p> <ol style="list-style-type: none"> <li>1. Board leadership</li> <li>2. The Board in Control</li> </ol>

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	<ol style="list-style-type: none"> <li>3. The high performance Board</li> <li>4. Board review and renewal</li> <li>5. Board delegation</li> <li>6. Board and Trustee integrity</li> <li>7. Board Openness</li> </ol> <p>Interested parties representatives expressed concerns that Trustees received a special responsibility allowance which contradicted the code where “no personal benefits” was mentioned. The Committee was informed that the Code would eventually be made bespoke to Alexandra Palace and Park but would also reflect the Haringey Council Constitution.</p> <p><b>RESOLVED</b> that the Good Governance Code be noted.</p>
<b>APCC42.</b>	<p><b>MATTERS RAISED BY INTERESTED GROUPS</b></p> <p>The Committee noted the comments made by Jacob O’Callaghan of the Hornsey Historical Society as detailed below:</p> <ol style="list-style-type: none"> <li>1. Congratulations to the acting General manager, the Trustees and the Council on the proposal at the Board meeting of 12th January to formally abandon Haringey Council's strategy of selling the whole Palace to a single developer. <p>The Chair advised the meeting that the strategy had not been to “sell” the Palace but to award a long lease to as single developer.</p> <p>The Interim General Manager, Alexandra Palace and Park, clarified that the Council had never been consulted on this as Trustees had agreed to abandon the existing strategy.</p> </li> <li>2. To consider the Acting General manager's ideas for additional sources for income, and to support further investigation. To offer Hornsey Historical Society’s help with this. <p>The Interim General Manager, Alexandra Palace and Park highlighted that consideration had been given to the idea of making Alexandra Palace Way a toll-road but this was not progressed as it would require an act of legislation to be passed. Some Committee members expressed that a 20p charge, for example, would not be unreasonable and could generate a lot of income for the Palace.</p> <p>Gordon Hutchinson commented that potential car-parking charges in the Park and Palace might be to the detriment of local residents visiting the Park and Palace. The Interim General Manager acknowledged this and advised that there would be substantial consultation before Trustees were asked to decide on this matter.</p> </li> <li>3. To note with some concern the Trading Company General Manager's account of the Stakeholder Forum of 24th October 2009, as presented to the Board on 12th January; to compare this with Dr Allison Milward's excellent report as circulated to participants; to give comments; and to ask the Board and the Council to simply recognize the wide and growing consensus of opinion that a single local authority like Haringey is not the best trustee for a large landmark historic building like Alexandra Palace,</li> </ol>

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	<p>and to clearly prioritize their plans, and their representations to the Charity Commission, on how to change this. To consider original Option 2 as presented to the Stakeholder Forum (known as the 'Ultimate Solution').</p> <p>The Committee noted Option 2 – a legally and financially Independent Board with Statutory Advisory Committee and Executive Management and recognised this was a popular solution amongst interested groups at the stakeholder forum held in October 2009 although concerns about how to achieve this were apparent. The Chair emphasised that no potential governance structures had been ruled out and there would be further consultation via the Palace website and roadshows.</p> <p>Some Committee Members emphasised that the governance structure was not the most important aspect as long as agreed values and the behaviour of those governing the Palace and Park were applied. It was noted that many of the Palace's problems were financial and any option would only work if there was a source of revenue, therefore any independent move would need to be backed by commercial funding.</p> <p>4. To ask if there is any progress on reviewing the roles of the Advisory and Consultative Committees, and to offer Hornsey Historical Society's representative's comments on this.</p> <p>The Committee was assured that the Statutory Advisory Committee was common to all the structural models being explored at present and represented a key means of maintaining stakeholder input at the Palace.</p> <p>5. To offer Hornsey Historical Society's support for facilities for visitors to Alexandra Palace, and putting it "on the map".</p> <p>The Hornsey Historical Society and any other interested bodies were invited to write to the Interim General Manager and Managing Director, APTL, with any suggestions or proposals.</p> <p><b>RESOLVED</b> that the comments above be noted.</p>
<b>APCC43.</b>	<p><b>ANY OTHER BUSINESS</b></p> <p>There was no other business.</p>
<b>APCC44.</b>	<p><b>DATES OF FUTURE MEETINGS</b></p> <p>It was noted that the meeting scheduled for 8<sup>th</sup> April 2010 might be cancelled due to the political sensitivity required during the run-up to an election. Members would be notified.</p>

The meeting ended at 21:30 hrs.

COUNCILLOR PAT EGAN

Chair

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
TUESDAY, 9 FEBRUARY 2010**

PRESENT: \* denotes attendee

NOMINATED BY LOCAL RESIDENTS' ASSOCIATIONS

*Ms J. Hutchinson	:	Alexandra Residents' Association
*Ms. M. Myers	:	Muswell Hill and Fortis Green Association
Mr D. Heathcote	:	Muswell Hill and Fortis Green Association
Ms J. Baker	:	Palace Gates Residents' Association
Vacancy	:	Palace View Residents' Association
*Mr. D. Frith	:	The Rookfield Association
Mr. D. Liebeck	:	Warner Estate Residents' Association
*Mr H. Aspden	:	Warner Estate Residents' Association

APPOINTED MEMBERS

*Councillor S. Oatway	:	Alexandra Ward
Councillor A. Demirci	:	Bounds Green Ward
*Councillor M Davies	:	Fortis Green Ward
*Councillor M. Whyte	:	Hornsey Ward
Councillor S. Rainger	:	Muswell Hill Ward
Vacancy	:	Noel Park Ward
Councillor M. Newton	:	Council Wide appointment
Councillor J. Patel	:	Council Wide appointment

Also present:

Mr Andrew Gill – Interim General Manager – Alexandra Palace  
Mr Mark Evison – Park Manager – Alexandra Palace  
Ms Natalie Cole – Clerk to the Committee

**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APSC32.</b>	<b>APOLOGIES FOR ABSENCE</b>  Apologies for absence were received from David Liebeck (Chair and representative of Warner Estate Residents' Association), Denis Heathcote (Muswell Hill and Fortis Green Residents' Association), Jackie Baker (Palace Gates Residents' Association), Rebecca Kane (Managing Director - Alexandra Palace Trading Limited), Councillor Martin Newton and Councillor Sheila Rainger.  Councillor Susan Oatway (Vice-Chair) chaired the meeting.
<b>APSC33.</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declarations of interest in relation to items on the agenda.

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**APSC34. MINUTES**

1. Alexandra Park and Palace Advisory Committee minutes

The Committee noted the table of resolutions from the meeting held on 3<sup>rd</sup> November, which included the Board's responses.

**RESOLVED**

- i. That the minutes were agreed as a correct record of the meeting.
- ii. That a table of resolutions from its meeting on 10<sup>th</sup> February 2009 remained unanswered, although the matters had been discussed at various Board meetings. Accordingly, these should be re-submitted with the request that the responses be consolidated and progress on them advised. The original table is attached as B hereto.

2. Alexandra Palace and Park Consultative Committee minutes

**RESOLVED** to note the minutes of the Consultative Committee held on 17<sup>th</sup> November 2009.

3. Alexandra Palace and Park Board minutes

i. 6<sup>th</sup> October 2009 (tabled)

**RESOLVED** that the board minutes of the meeting held on 6<sup>th</sup> October be noted.

ii. 15th October 2009 (tabled)

**RESOLVED** that the board minutes of the meeting held on 15<sup>th</sup> October be noted.

iii. 24<sup>th</sup> November 2009

In response to concerns raised about the closure of the ice-rink to enable repairs (minute APBO66(iii)), the Committee noted that the ice rink would be closed during low season.

In relation to minute APBO66, resolution iii, the Committee highlighted that charging for use of the Palace car-parks might have an adverse effect on surrounding roads. Mr Andrew Gill, Interim General Manager – Alexandra Palace, advised that a scoping paper had been considered by the Board on 12<sup>th</sup> January 2010 detailing potential options for increasing income at the Palace. The report included potentially charging for the use of car parks but the Advisory Committee would be consulted before any final decisions were made.

**RESOLVED** that the board minutes of the meeting held on 24<sup>th</sup> November be noted.

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	<p>iv. <u>12<sup>th</sup> January 2010</u></p> <p>The minutes of the meeting held on 12<sup>th</sup> January were not available and would be considered at the next meeting of the Advisory Committee.</p>
<b>APSC35.</b>	<p><b>PARK ACTIVITIES UPDATE</b></p> <p>The Committee received the report of the Alexandra Park Manager, Mark Evison, updating on recent activities in the Park.</p> <p><u>Road Closure for maintenance</u> Committee Members expressed disappointment at the lack of signs displayed in the Park warning of the diversion of the W3 bus during the road closure. The Park Manager, Alexandra Palace, informed the Committee that he was surprised that the bus company, Arriva, had not displayed any signs at the time or updated the dot matrix displays. Mr Evison had organised for notices to be erected by the Palace as soon as possible and would keep such signs available for any future bus diversions.</p> <p><u>Paragraph 6.8 - Gritting</u> Committee Members expressed disappointment that the Dukes Avenue entrance to the Park and the Grove area had not been gritted during the time of heavy snow and were informed by the Park Manager that the Palace had simply run out of salt as did most of the country.</p> <p><u>Spring Watch Event</u> The Park Manager informed the Committee that the BBC Springwatch Wild Day Out would be held in Alexandra Park on Saturday 5<sup>th</sup> June. This event will be a family event with a roadshow and activities, such as worm charming, that relate to biodiversity. In response to the Committee enquiring the Park Manager advised that the Springwatch event would be advertised in the Haringey People publication and on bus-stops. The BBC would also promote the event through the radio and television.</p> <p>Committee Members asked to be informed of the details so that they could publicise the event among Residents' Associations members.</p> <p style="text-align: right;"><b>Action: Park Manager</b></p> <p><b>RESOLVED</b></p> <p>That the report be noted.</p>
<b>APSC36.</b>	<p><b>FORTHCOMING EVENTS</b></p> <p>The Committee received the report introduced by the Chair. It was noted that the table of events only went as far as March 2010 and members expressed concern that no more concerts had been scheduled.</p> <p>Monica Myers, representative of Muswell Hill and Fortis Green Association, congratulated the Palace on holding 2 concerts last year with no complaints about noise from the Association.</p>

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	<p><b>RESOLVED</b></p> <p>That the report be noted.</p>
<p><b>APSC37.</b></p>	<p><b>GOOD GOVERNANCE</b></p> <p>The Committee received the NCVO (National Council for Voluntary Organisations) Good Governance code and tabled presentation slides, introduced by the Interim General Manager, Alexandra Palace who apologised on behalf of Rebecca Kane, who was unwell. Mr Gill emphasised that the potential structural models of governance for Alexandra Palace were still under consideration. The pros and cons of all the options, , will be presented to Trustees at their meeting on 2<sup>nd</sup> March 2010 where the Board will be recommended to adopt the NCVO Code of Good Governance , ultimately made bespoke to reflect the outcomes of the trustee and stakeholder away days and the particular circumstances of Alexandra Palace &amp; Park. The Code is based on 7 key principles:</p> <ol style="list-style-type: none"> <li>1. Board leadership</li> <li>2. The Board in Control</li> <li>3. The high performance Board</li> <li>4. Board review and renewal</li> <li>5. Board delegation</li> <li>6. Board and Trustee integrity</li> <li>7. Board Openness</li> </ol> <p>The Committee noted that relevant information will be available on the Alexandra Palace website from 2<sup>nd</sup> March 2010 and that an open day will be organised to enable members of the public to be consulted on the future of Alexandra Palace and Park.</p> <p>The Committee was informed that future stages would be to develop policies and procedures, a scheme of delegation and Trustee inductions. The Chair enquired about the timeframe for completing the review of the code and was informed that making the code bespoke to AP could take more than a year to complete. By May 2010 Palace officers aimed to be using the NCVO toolkit and would identify areas of non-compliance with the NCVO Code of Good Governance.</p> <p>Referring to Page 50, the Board in Control section of the Good Governance Code, Jane Hutchinson, Alexandra Residents' Association, highlighted the potential change in Trustees of the Palace after the May 2010 election and that having political members on the Board presented conflicts of interests. The Interim General Manager recognised that it was not ideal to have a turnover of Trustees but, in response to potential conflicts of interests, stated that Council Trustees were regularly reminded that they must set aside any personal or political considerations. Council Members were also required to declare their Trusteeships at other Council Meetings and will in most cases remove themselves from debates.</p> <p>David Frith, The Rookfield Association, reminded officers that at the stakeholder away day interested groups were unanimous in their recommendation that all Trustees should be independent. In response, the Interim General Manager, Alexandra Palace, explained that this would require a change in the Alexandra</p>

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	<p>Park and Palace 1985 Act of Parliament. The Interim General Manager highlighted that a recent meeting with the Charity Commission discussed this issue and he advised that he would report back to the Advisory Committee on this in due course once Trustees had been informed of the discussions.</p> <p>In response to Committee Members comments the Interim General Manager, Alexandra Palace emphasised that current Trustees were experienced professionals but agreed that the Palace would benefit from having more experienced professionals as Trustees.</p> <p>Harry Aspden, Warner Estate Residents' Association, expressed concern that the code was not mandatory and that there were no sanctions if the code was not followed. Mr Gill explained that the code did not require total compliance, but that areas of non compliance should be explained and this was the first piece of work he expected to do, subject to Board approval of adopting the Code.</p> <p>In response to Mr Aspden's questions the Interim General Manager, Alexandra Palace stated that the project steering group for governance of the Palace was set up in approximately October 2009 and included: the Chair of the Board, Cllr Hare, the Interim General Manager, Alexandra Palace, the Managing Director APTL, LB Haringey Director of Corporate Resources and a number of co-opted members who attended as required, including consultants. The consultants, KPMG, had evaluated 6 potential models of governance and more could be presented during the review.</p> <p>The Committee noted that the programme for officers to feed back to the Board on Governance issues had slipped by 4-6 weeks.</p> <p>The Committee was unhappy that the Governance Report considered by the Board at it's meeting on 12<sup>th</sup> January 2010 had not been part of the Advisory Committee's agenda papers.</p> <p>Mr Aspden asked a number of questions regarding the London Borough of Haringey's Budget, which included a Capital Bid for the Palace. The Interim General Manager, Alexandra Palace, explained that the budget would be considered by Full Council on 22<sup>nd</sup> February.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>That the Board be asked to note the comments of the Advisory Committee and is encouraged to aspire to meet the requirements of the NCVO Good Governance Code.</li> <li>That the Board be informed that the Advisory Committee would like an opportunity to contribute towards the 3 year business plan for Alexandra Palace before it is approved.</li> </ol>
<b>APSC38.</b>	<p><b>ANY OTHER BUSINESS</b></p> <p><u>Little Dinosaurs Play area</u></p> <p>Monica Myers (Muswell Hill and Fortis Green) and Ms Hutchinson visited the Little</p>

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	<p>Dinosaurs play area, which was situated in the old Workshop building within the Park. Ms Myers and Ms Hutchinson reported to the Advisory Committee that the new business seemed to be running well, although they had concerns regarding ruts in the mud caused by heavy vehicles, an additional storage area and large orange containers at the back of the building and a new concrete path, all of which detracted from the views of the Park.</p> <p>The Park Manager informed the Committee that the orange containers were gas cylinders, which the Park Manager could ask the Tenant to screen. The ruts in the mud were caused by builders converting the Workshop building and BT engineers who had been attending to the nearby 345 Club. The Workshop Tenant had agreed to flatten the ruts. Regarding the concrete path, the Park Manager explained that this was a temporary path installed to prevent Little Dinosaurs staff from slipping when accessing the storage area as the grass had been wet and slippery. The path could be taken up and the grass re-seeded.</p> <p><u>The Grove Café</u></p> <p>Ms Hutchinson asked if more could be done regarding security and highlighted issues including that the Grove Café had been subject to vandalism and parents using the playground by the boating lake had highlighted that they felt unsafe.</p> <p>The Park Manager stated that CCTV would be a future consideration and the signs in the playground were being reviewed and would be replaced next year and would include telephone numbers for Park users to call including the Police Safer Neighbourhood Team and perhaps the Police Safer Parks Team. Members were reminded that the Palace and Park security guards regularly patrolled the Park. The Park Manager would ask the Palace Security Guards to patrol the play area more often.</p> <p style="text-align: right;"><b>Action: Park Manager</b></p>
<p><b>APSC39.</b></p>	<p><b>DATES OF FUTURE MEETINGS</b></p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>i. That the meeting scheduled for 30 March be cancelled (due to the “purdah” period which means political sensitivity is required in the run up to the election).</li> <li>ii. That a new meeting be organised to allow Committee Members to peruse the Governance and Branding information presented to the Alexandra Palace and Park Board on 2<sup>nd</sup> March and to make their own comments.</li> </ol>

The meeting ended at 21:10 hrs

Councillor Susan Oatway

Chair

# MINUTES OF THE SPECIAL MEETING OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE. WEDNESDAY, 17 MARCH 2010

PRESENT: \* denotes attendee

## NOMINATED BY LOCAL RESIDENTS' ASSOCIATIONS

*Ms J. Hutchinson	:	Alexandra Residents' Association
Ms. M. Myers	:	Muswell Hill and Fortis Green Association
*Mr D. Heathcote	:	Muswell Hill and Fortis Green Association
Ms J. Baker	:	Palace Gates Residents' Association
Vacancy	:	Palace View Residents' Association
*Mr. D. Frith	:	The Rookfield Association
*Mr. D. Liebeck	:	Warner Estate Residents' Association (Chair)
*Mr H. Aspden	:	Warner Estate Residents' Association

## APPOINTED MEMBERS

*Councillor S. Oatway	:	Alexandra Ward
Councillor A. Demirci	:	Bounds Green Ward
*Councillor M Davies	:	Fortis Green Ward
*Councillor M. Whyte	:	Hornsey Ward
Councillor S. Rainger	:	Muswell Hill Ward
Vacancy	:	Noel Park Ward
Councillor M. Newton	:	Council Wide appointment
Councillor J. Patel	:	Council Wide appointment

Also present:

Mr Andrew Gill – Interim General Manager – Alexandra Palace  
 Mr Mark Evison – Park Manager – Alexandra Palace  
 Ms Rebecca Kane – Managing Director, Alexandra Palace Trading Limited (APTL)  
 Mr Stephen Garner – Head of Events and Leisure APTL  
 Mr Frank Hilton (deputy) – The Rookfield Association  
 Ms Amanda Reynolds – 345 Preschools Ltd  
 Mr Duncan Dalglish – DAMA Architecture  
 Ms Natalie Cole – Clerk to the Committee

## MINUTE NO.

## SUBJECT/DECISION

<b>APSC01.</b>	<b>APOLOGIES FOR ABSENCE</b>  Apologies for absence were received from Councillor Martin Newton and Monica Myers (Muswell Hill and Fortis Green Association).
<b>APSC02.</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declarations of interest.

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<p><b>APSC03.</b></p>	<p><b>THE ISLANDS: PLANNING APPLICATION</b></p> <p>The Advisory Committee received the report on the tenant's proposals to improve the existing Islands Building in the Grove introduced by Amanda Reynolds, Chair of 345 Preschools Ltd. The Committee noted that the proposals to improve the building would meet emerging Early Years Foundation Stage (EYFS) quality and curriculum requirements and would provide children with a more natural and sustainable, spacious environment.</p> <p>In response to the Committee's questions it was noted that 345 would need to close for 5 weeks for refurbishment, planning permission would need to be obtained, and the works would allow up to 20 children at each session (morning and afternoon). If the proposals were not approved the current building would continue to be patched-up.</p> <p>The Advisory Committee was unanimously in favour of the tenant's proposals for the existing Islands Building in the Grove.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>That the Board note the support for the proposals for the extension and refurbishment of the Islands Building.</li> <li>That the Board and Planning Authority be urged to approve the proposals to enable works to commence as soon as possible to avoid the tenant a) losing the funding for the project, and b) having to operate through another period of adverse weather in the building with its current unsatisfactory state.</li> </ol>
<p><b>APSC04.</b></p>	<p><b>GOVERNANCE &amp; FUTURE VISION</b></p> <p>The Advisory Committee received The Way Ahead – Governance Review and Vision report and noted an Open Day would be held on 22<sup>nd</sup> May 2010 to provide members of the public with more information and a road-show was running to seek views on the future of Alexandra Palace, particularly from residents in the east of the borough.</p> <p>The Chair stressed the importance of having future trustees with the relevant skills to run the Palace and the ability to attract financial investment and Rebecca Kane, Managing Director – Alexandra Palace Trading Limited (APTL) recognised that any change to the governance of the Palace would address these concerns.</p> <p>The Committee emphasised the need for a solution to the dilapidations at the Palace and that commercial developers should be asked to make relevant parts of the building fit for purpose if they were to be leased. Ms Kane highlighted that relevant people/businesses have expressed interests in the Palace (including wider comments that a hotel was needed on the site) but emphasised that a future vision for the entire site was principally required.</p> <p>In response to questions about the different models of governance (Appendix 2 of the report) Ms Kane explained that it was an evolutionary process and that it was possible that a model could be adopted in the interim while working towards the ultimate solution.</p>

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
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	<p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i. The Advisory Committee welcomed the adoption of the NCVO Good Governance Code but expressed serious concern that the goals will not be achieved until the following points were addressed and the problems resolved:</li> <li>ii. The conflict of interest between the Councillors as members of the Board of Trustees and as members of the Council,</li> <li>iii. The Board of Trustees should have an appropriate and relevant skill set to run a building of this nature, and should operate independently of the Council.</li> <li>iv. Funding to repair the dilapidated state of the Palace must be provided in the short term otherwise the steady decline could be terminal</li> <li>v. The Committee welcomed the Board's intention to have regard to examples of how similar projects were governed, such as the Eden Project.</li> <li>vi The Committee welcomed the appointment of two new non executive directors to the Board who appeared to have the requisite skill set.</li> </ul>
<b>APSC05.</b>	<p><b>LETTER FROM THE CHAIR</b></p> <p>The Advisory Committee noted the letter from the Chair of the Alexandra Palace and Park Board of Trustees.</p>
<b>APSC06.</b>	<p><b>TEMPORARY ICE RINK</b></p> <p>The Advisory Committee received report on the planning application for the provision of a temporary ice rink and marquee structure for the period 8<sup>th</sup> June – 16<sup>th</sup> November 2010, introduced by Stephen Garner, Head of Events and Leisure (APTL).</p> <p>In response to its questions the Committee noted that the temporary ice rink would be no higher than 6 metres (and located next to the fun-fair) and would not detract from any of the views of the Palace. There will be a low level of noise from motors running the machinery which would be removed within 3 days of opening the new permanent ice rink.</p> <p><b>RESOLVED</b></p> <p>The Committee approved the application.</p>

The meeting ended at 21:05 hrs

David Liebeck  
Chair

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**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 12 JANUARY 2010**

PRESENT : \* denotes attendance

Councillors                \*Egan (Chair), C Harris, \*Hare, \*Peacock, \*Scott, \*Thompson (Vice-Chair) and \*Williams

Non-Voting                \*Mr N. Willmott, \*Mr M Tarpey, \*Ms V. Paley  
Representatives:

Observer:                Mr D. Liebeck

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace

Mr I. Harris – Trust Solicitor

Mr M. Evison – Park Manager – Alexandra Palace

Ms H. Downie – Head of Finance – Alexandra Palace

Ms R. Kane – Managing Director – Alexandra Palace Trading Limited

Ms J. Parker – Director of Corporate Resources – LB Haringey

Mr C. Hart – Committee Manager (Clerk to the Board) LB Haringey

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**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APBO01.</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>An apology for absence was received on behalf of Councillor C. Harris, and for lateness from Mr Willmott.</p> <p><b>NOTED</b></p>
<b>APBO02.</b>	<p><b>URGENT BUSINESS</b></p> <p>The Clerk to the Board – Mr Hart advised that there were no items of urgent business.</p> <p>The Chair advised that Board Members had been emailed a communication from Mr O’Callaghan in relation to agenda item 6 – The Way ahead – Governance review and vision development for Alexandra Palace. The Chair, in acknowledging receipt of the contents of the email, advised that the governance issue would be raised for discussion at the Consultative Committee on 16 February 2010 and a number of the matters raised by Mr O’Callaghan would be addressed during the introduction of the report this evening.</p> <p><b>NOTED</b></p>
<b>APBO03.</b>	<p><b>DECLARATIONS OF INTERESTS</b></p> <p>The Clerk to the Board – Mr Hart advised the Board that those members who sat as Directors to the Board of Alexandra Palace Trading Limited were required to declare a personal interest and prejudicial interest with regard to agenda items 15 &amp; 16. However those declaring would be able to remain during consideration of</p>

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	<p>item 15, but to leave the proceedings for Item 16.</p> <p>Councillors Egan and Scott respectively declared a personal interest and prejudicial interest with regard agenda items 15 &amp; 16, and also declared interests of the same nature on behalf of Councillors Hare and Thompson, who were currently not in attendance but would be arriving shortly.</p> <p>Ms Parker – Director of Corporate Resources – LB Haringey also declared an interest in Exempt Items 15 – 16 as Director of Alexandra Palace Trading Limited.</p> <p>Ms Downie – Head of Finance – Alexandra Palace declared an interest in Exempt Items 15 – 16 as Head of Finance Alexandra Palace Trading Limited.</p> <p>Ms Kane – Managing Director Alexandra Palace Trading Limited declared an interest in Exempt Items 15 – 16 as Managing Director Alexandra Palace Trading Limited.</p> <p><b>NOTED</b></p>
<b>APBO04.</b>	<p><b>QUESTIONS, DEPUTATIONS OR PETITIONS : TO CONSIDER ANY QUESTIONS, DEPUTATIONS OR PETITIONS RECEIVED IN ACCORDANCE WITH PART 4, SECTION B29 OF THE COUNCIL'S CONSTITUTION</b></p> <p>Nil</p>
<b>APBO05.</b>	<p><b>THE WAY AHEAD - GOVERNANCE REVIEW AND VISION DEVELOPMENT FOR ALEXANDRA PALACE</b></p> <p>The Chair asked for a brief introduction of the report.</p> <p>Ms Kane – Managing Director – Alexandra Palace Trading Limited (APTL) advised the Board that the Project Steering Group (PSG), which presently included internal and external members, had assisted the progress of this project work and was led by her. The PSG had met on 13 November and agreed in principle the overarching programme for project delivery between Nov 2009 and Mar 2010. This had since been amended to reflect the cancellation of the APPCT Board meeting on 17/12/09 and activities delayed by one month.</p> <p>Ms Kane outlined the recent background work and reminded the Board of its Trustee Away Day on 26 September 2009 which had engaged the Board in the initial stages of the governance project and had been formulating a new vision for the future of Alexandra Palace - also known as the branding review. A summary of outcomes was reported to the Board on 15 October 2009. Ms Kane also advised of the Stakeholder Forum which had taken place on 24 October, and had been attended by c.40 invited stakeholders. The Forum had helped to develop some key themes for a future draft vision, and had resulted in clear pros and cons for various structural options, and three new options were proposed for further deliberation. Ms Kane referred to the Board to appendix 1 of the report which set out the key milestones during the period from November 2009 to March 2010, which had now been slightly revised. Also further comments had been sought from stakeholders and their constituents/contacts and these findings were attached at appendix 2. Ms Kane briefly outlined the responses in relation the structural</p>

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options, branding, governance, and general issues.

(Councillors Hare and Thompson arrived at 19.40hrs).

Ms Kane briefly outlined the recent work of KPMG in applying an assessment of tax, legal and local government implications to the three new structural options proposed at the Stakeholder Forum, and KPMG had advised about the viability of all three proposals and whether they would warrant further investigation. Ms Kane referred the Board to the structural options under consideration detailed in Appendix 3 of the report and briefly outlined each of the models:

**The Management Committee Model**

- Board of Trustees includes three councillors
- Independent Trustees appointed with specialist expertise onto the Management Committee
- Single Officer responsible for trading and charity activity
- Independent Chair of Management Committee

**The Streamlined Model**

- Board of trustees includes APTL Board
- Independent Chair and elected reps
- Board includes three Councillors

**The Commissioning Model**

- As above but LBH no longer sole trustee – passes to APPCT
- Haringey and others fund charitable activity under agreed Terms of Reference

**Delegation to APTL**

- Board of Trustees includes APTL Board
- Independent elected representatives with specialist expertise
- APTL operates Alexandra Palace under 125 year lease

**Patron's model**

- Role of London Borough of Haringey is unclear
- Patrons committees represent Specialist Interest Groups within the venue

**The Beneficiaries Model**

- Independent Chair and Board
- Additional body representing the public and beneficiaries

Ms Kane also advised the Board that a communications strategy had been drawn up and issued for tender and had resulted in two submissions.

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	<p>Following evaluation of both bids, Bell Pottinger was appointed. The scope of their appointment depended on the allocation of funding which officers were attempting to find from existing budgets. It was the case that Bell Pottinger had been asked to review their bid and prioritise activity for 2009/10 which resulted in a reduction from £35k to £31k. This had then been subjected to further review by Project Steering Group (PSG) on 4 January 2010.</p> <p>Ms Kane also advised the Board that the work of the PSG established in assisting with the detailed project work in terms of the 'way ahead' should be formally noted, and that it be stressed that this body were not making any formal decisions but recommended options for the Board to consider as part of a continuing process, operating as a forum for preparing recommendations to the Board which supported the project.</p> <p>There being no comments from the Board the Chair summarised and it was:</p> <p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i. that support be given to the overarching programme for delivery as outlined in (Appendix 1) of the report;</li> <li>ii. that it be noted that the three new structural options as detailed in appendix 3 of the report, and as proposed by attendees at the Stakeholder Forum on 24 October 2009, had been subject to further scrutiny by KPMG and their opinion sought re the validity of these options for further work.</li> <li>iii. that the sum of £46k required to deliver the remainder of the project by year end, including delivery of the Communications Strategy (£31k) and further legal and tax advice on any preferred structural option be noted: and .</li> <li>iv. That the work of the established Project Steering Group (PSG) in assisting with the detailed project work in terms of the 'way a head' be noted and recognised, and that the work of the PSG continue as a forum for preparing recommendations to the Alexandra Palace and Park Board which support the project.</li> </ul>
APBO06.	<p><b>INTERNAL AUDIT PLAN 2010/2011</b></p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Head of Finance – Alexandra Palace Ms Downie advised the Board that the 2008 LBH Internal Audit Report recommended that internal auditors be appointed to improve corporate governance and the system of internal financial control within the Trust and Trading Company. As previously reported to the Board, Ms Downie advised that Mazars had been appointed internal auditors to the Trust following a competitive tender process. With reference to the appendices</p>

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attached to the report – Ms Downie advised that Appendix 1 & 2 detailed the Internal Audit Strategy and Internal Audit Plan for the financial years 2010/11 through to 2012/13.

Ms Downie advised that at this stage the Board was being asked to review and approve the Internal Audit Strategy and the Internal Audit Plan for 2010/11, and that it should be noted that with future annual audit plans these would be reviewed and approved prior to the commencement of the financial year in question. Ms Downie also advised that the Internal Audit Plan recommended a total of 13 days be committed in 2010/11, resulting in a cost of £6,175 excluding disbursement.

In thanking Ms Downie for her introduction, the Chair welcomed Mr Richard Bott from Mazars. The Chair agreed to suspend Standing Orders in order for Mr Bott to address the Board.

Mr Bott thanked the Chair and briefly outlined to the Board the draft strategy and operational plan for the period 31 March 2011 as detailed in appendix 1 of the report.

Mr Bott detailed:

- The scope and purpose of internal audit
- The Internal audit strategy and Audit Needs Assessment Process (ANA)
- Prioritisation of coverage and resources
- Strategy/Operational Audit Plan for the period ending 31 March 2011

The Chair asked if there were any points of clarification from Mr Bott.

In response to questions from Councillors Thompson and Hare Mr Bott advised that Mazars would use their professional judgement with regard to flagging any control weaknesses identified to the Board. Mr Bott also responded that the proposed governance arrangements and risk management framework of the Trust should prevent a trustee from embarking on a course of action that could be detrimental to the Trust.

The Interim General Manager Alexandra Palace – Mr Gill advised the Board that at Appendix A - page 22 there was clear detail that allowed for follow-up on governance work.

Mr Tarpey sought clarification as to the stated 13 days of work and whether these were company days, or individual person days. Mr Tarpey also commented that perhaps 1 full day to assess core financial controls was not sufficient, as he did not feel that, and with no disrespect, that given that Mazars were new to the organisation.

In response Mr Bott advised that the 13 days were person days and that time had been allowed in the APTL internal audit plan to review core financial controls. As the same financial controls were relied upon by the two entities, 1 day was felt to be sufficient in this instance.

There being no further questions the Chair thanked Mr Bott for his contribution

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	<p>and response, and agreed that standing orders be resumed.</p> <p>The Chair then summarised and it was:</p> <p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i. That the Internal Audit Strategy (as set out in Appendix A (Mazars' report)) be endorsed as covering the organisation's key risks;</li> <li>ii. that the Internal Audit Strategy be endorsed as including all areas required to be subject to internal audit coverage, both in terms of Mazars' professional responsibilities as well as covering areas of concern flagged by Senior Management of Alexandra Palace;</li> <li>iii. That the areas identified in the Strategy and Plan for the period ending 31<sup>st</sup> March 2011 be endorsed as those areas to be covered as a priority, and that the level of resources identified for the purpose were appropriate given the assurances required;</li> <li>iv. that approval be given, in principle, to the endorsement of the plan for the period ending 31<sup>st</sup> March 2011 and the corresponding cost of £6,175 excluding disbursements and VAT; and</li> <li>v. that power be delegated to the Interim General Manager Alexandra Palace to set the exact internal audit fee for 2010/11, dependent on the amount of follow-up work required, and that the Head of Finance be authorised to provide for these costs within the Trust revenue budget for 2010/11.</li> </ul>
<p><b>APBO07.</b></p>	<p><b>FINANCE UPDATE</b></p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Head of Finance – Alexandra Palace Ms Downie reported the report before the Board detailed the financial results for the eight month period to 30 November 2009 and the forecast outturn for the 2009/10 financial year. Ms Downie advised the Board that overall, year to date income was £20k above budget and expenditure was £121k above budget, giving a net adverse variance against budget of £101k. Income was £20k above budget due to the receipt of £16k of restricted income which was not budgeted for and community events income being £11k above budget. The latter included public donations for the fireworks, which were £6k above budget. Concession/lease income was £5k below budget due to the delay in signing the Workshop lease. This had now been signed with the leaseholder commencing trading. Sundry sales were £3k below budget.</p> <p>Ms Downie reported that prime costs were £57k (5%) over budget for the year to date, with salaries £68k above budget due to higher management costs and increased staff costs during the secondment period. The contracted services were £11k below budget in the areas of park security and park maintenance, although the Park Manager had indicated there was likely to be an underspend in his budget overall by year end. In respect of fixed overheads Ms Downie reported that these were £18.5k above budget due to a £33k overspend in legal costs offset by a £15k underspend in central admin charges. Legal fees include fees from LBH Legal Services Team as well as Howard Kennedy. The underspend in central admin charges was due to the timing of invoices and the forecast had been adjusted to reflect this.</p>

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	<p>Ms Downie, in reference to the forecast gift aid payment from Alexandra Palace Trading Limited, advised that this had now been reduced to £477k, as reported to the APTL Board. Ms Downie commented that the APPCT Board had previously been informed that the original budget of £600k was seen as a very challenging target in the current business environment. The year end position was difficult to predict until after the World Darts Championships, which made a significant contribution to the Trading Company's net profit for the year. Ms Downie commented that the £477k represented a realistic target taking into account year to date performance, contracted and pipeline bookings for the remainder of 2009/10.</p> <p>Ms Downie concluded that as previously reported, the Trading company's performance was monitored by the APTL Board and Senior Management Team on a monthly basis and the Managing Director liaised closely with the Interim General Manager of the Trust to highlight areas of concern.</p> <p>Following responses to questions in relation to matters contained within the circulated report the Chair summarised and it was:</p> <p><b>RESOLVED</b></p> <p>that the results for the eight month period to 30 November 2009, and the forecast outturn for the 2009/10 financial year be noted.</p>
<p><b>APBO08.</b></p>	<p><b>EXECUTIVE BRIEFING</b></p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Interim General Manager Alexandra Palace – Mr Gill advised the Board that the report informed the Board of the identified key priorities for action and actions taken to date, including the management of risks and legislative and regulatory compliance. Mr Gill informed Members that while much progress had been made since June 2009 on the key priority areas, this report highlighted some areas of further development and capacity building. In addition to a specific risk register for health and safety, the Trust has adopted a Compliance Matrix to monitor and record the current status and compliance level of key features, operations and facilities.</p> <p>Mr Gill went on to advise that the report detailed:-</p> <ul style="list-style-type: none"> <li>• a draft Risk Register which identified the key risks to the Trust, and quantified those risks in terms of probability and severity of impact</li> <li>• a list of the controls necessary for mitigating risks</li> <li>• an Action Plan to deliver the controls, which scored the risks before and after mitigation</li> </ul> <p>Mr Gill also commented on the Trust's Business Plan for 2009/10, and APTL that of APTL's (reviewed annually). The IGM is working on a draft Business Plan to cover 3 years from April 2010 to April 2013.</p> <p>Mr Gill went on to briefly explain the contents of both appendices attached to the</p>

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report in respect of Risk Register (being one of the outcomes of the Governance Action Plan), and the Compliance Matrix which was drawn up to monitor and record current status and compliance level of key features, operation and facilities management in accordance legislative, regulatory and safety requirements. Mr Gill reminded the Board that previous reports (in June and October 2009) had detailed progress towards completing the actions arising from the recommendations in the Follow-up Internal Audit report in April 2009. Mr Gill reported that several of the audit recommendations had been addressed by action taken by him and his team, and of the original twelve recommendations - ten had been addressed and/or were in progress. The remaining two recommendations (Corporate Governance and Risk Management Framework) were being addressed by the Review of Governance & Branding Project and the Business Planning work in train. Consideration was being given to the Trust adopting the NCVO "Good Governance Code".

Mr Gill requested that Board Members provide comments to him, in particular on the risks he had identified. Mr Gill went on to further advise that in addition to the tasks and activities that trustees were aware of, he identified the following key priority areas for his team during 2009/10 (following the advice by expert consultants in the fields of Facilities Management and Healthy and Safety);

- skills and resources
- legislative, regulatory and health and safety compliance
- finance – capital and revenue budgets
- establishing and quantifying the extent of dilapidations
- governance and organisational issues
- practical and proactive support of APTL in meeting their business objectives (facilities management)

Mr Gill also referred to each of the key priorities, and action taken to date and remaining actions in the Draft Risk Register at Appendix 1.

In highlighting each element of both appendices Mr Gill commented on the importance of working in a culture of good safety management which had been enhanced in the past few months throughout the site by the greater involvement of managers and improved awareness of both staff and contractors of the need for good management of safety.

Mr Gill referred to the financial situation of the Palace as detailed at para 6.6 of the report and in particular advised that the Trust had submitted a bid to the Council in respect of the Trust's revenue budget for 2010/11. The bid represented the estimated additional funding requirement, over and above the £1.7m allocated by the Council in 2009/10. The bid was prepared on a prudent basis and assumed that the dilapidations capital bid was not successful but that the ice rink capital bid were to be successful. However this did represent the 'worst case scenario' in terms of the impact on next year's revenue budget. The growth bids were:-

- Core budget uplift - £243k
- Repairs and maintenance - £250k
- Reduction in APTL gift aid payment - £211k
- Master Plan for Alexandra Palace - £150k

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Mr Gill advised that the bids would be considered by Cabinet and a formal decision will be taken in February 2010. Mr Gill also advised that the £300K capital investment awarded to the Trust by LB Haringey in June 2009 had enabled improvements to the lettable space and the outright purchase of equipment which was previously rented.

Item	Current Status at the 23/12/09
○ West Hall flooring	Work completed
○ Cleaning machines	Equipment operational
○ Kiosks in Great Hall	Work completed
○ Improve Palm Court 2/3 meeting room	Tenders received`
○ Portable AV	Specification being finalised
○ Dishwasher	Completed
○ Motorised pallet truck	Completed
○ Crockery / cutlery / glassware	Completed
○ Ice Rink catering	Work completed
○ Ad hoc catering Equipment	Completed
○ Automated answering service	Quotes invited
○ Information point in Palm Court	Works Held
○ General site signage	Works Held
○ Phoenix Bar Furniture	Added 03/09/09
○ Palace Suite Entrance	Added 03/09/09
○ Pump Priming for Ice Rink	Added

Mr Gill, in concluding his introduction also reminded the Board of the Trust's present strategic objective which was the grant of a long lease to a single developer. Mr Gill advised that whilst it may take some time to develop new strategic objectives, it may now be appropriate for the Trust formally to resolve that its strategic objective was no longer the grant of a long lease to a single developer, and that the existing strategic objective could therefore be abandoned pending agreement on and adoption of a new objective.

The Chair thanked Mr Gill for his succinct introduction to the report. He also recorded his thanks to Mr Gill and his team for the efforts to produce such a detailed, concise and informative report.

The Board briefly discussed the report's contents and sought clarification to a number of points contained therein.

Councillor Hare also thanked officers for their efforts in producing such a comprehensive report and in particular welcomed the recommendation in relation to the Board formally resolving that its strategic objective was no longer the grant of a long lease to a single developer as detailed in para 2.4 of the report. He sought clarification as to whether this would have any specific significance with regard to future funding from the LB Haringey and whether funding had been given on the basis that this was only whilst the Board's primary objective was to grant a long lease to a single developer. In response the Director of Corporate Resources, LB Haringey – Ms Parker advised that the basis for the funding provision from LB Haringey was not specific.

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Following discussion as regards the wording of the recommendation in respect of the Board resolving its strategic objective the Chair summarised and it was:

**RESOLVED**

- i. that the content of the report and appendices be noted;
- ii. that the Draft Risk Register be agreed together with the stated timescales and priorities;
- iii. that the development of the three-year Business Plan as detailed within the report be endorsed; and
- iv. that it be agreed that the current strategic objective to granting a long lease to a single developer no longer be the Board's primary objective, and that this strategic objective be abandoned, pending agreement on and adoption of a new objective by the Board.

**APBO09. ADDITIONAL SOURCES OF INCOME FOR APPCT - SCOPING REPORT**

The Chair asked for a brief introduction of the report.

The Interim General Manager – Mr Gill advised that Mr Evison the Park Manager would be presenting the report as Mr Evison had carried out the investigation work into proposals as part of a development project.

Mr Evison advised the Board that following on from the decision of the Board of 24 November 2009 which had resolved that the Interim General Manager prepare a scoping report in respect of charging for use of car parks together with details of projected incomes, and also the legal process for seeking a change to primary legislation, and also to include the pros and cons of toll charging and costs of road maintenance of the private road.

Mr Evison referred to the financial position of the trust and advised that in summary the income was currently derived from four main sources:

- Alexandra Palace Trading Ltd (APTL) licence fee
- APTL gift aid payment
- park income (leases and licences)
- community event income (e.g. circus, funfair and fireworks donation cash collection)

In advising that that the current budget for maintaining Alexandra Palace Way and the other park roads and paths was £60,000, Mr Evison outlined the four options for generating additional income that could be considered together with the legal, financial and practical impacts:

Implementing a toll on Alexandra Palace Way

Mr Evison reported that in respect of the option of toll-road scheme was investigated by a previous General Manager. The view of the Treasury Solicitor in 1995 was that primary legislation would be required. This was

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because the Alexandra Park and Palace Acts and Orders 1900 to 2007 did not authorise charging save for specific purposes of which a road toll levy is not one. Mr Evison referred to the advice of the Trust Solicitor that such primary legislation could take more than two years to complete via a private bill. If permission was granted for a toll it would require significant infrastructure in the form of barriers and toll-booths, and construction and implementation would follow the legislation taking perhaps a further 12 months. If a toll was enforced, drivers could easily take alternative routes so there may be little traffic to collect fees from. There would also be issues with regard to difficulties with regard to leaseholders from the trustees, in particular the Garden Centre. It, together with its lawful visitors, would have a right under the lease to pass over the trustee's land for access purposes without charge, and therefore arrangements to permit this would need to be negotiated.

**Implementing a charging regime on the existing car parks**

Mr Evison reported that the trustees could be authorised by an order made under section 17 or 26 of the Charities Act 1993 to levy car park charges. Mr Evison advised that following an exchange of correspondence between the charity's solicitors and the Charity Commission in 2004, the Commission indicated it might be prepared to consider dealing with the matter under S26.

Mr Evison went to outline that a section 26 order was a comparatively more straightforward, cheaper and simpler process than a section 17 order or primary legislation. It was however the Charity Commission's scheme, made at the request of the trustees. The Commission may give directions for advertising and possibly consultation. In terms of the administration of this option new infrastructure would be required including, road markings, signs and pay & display machines, and this could be implemented within perhaps six-months after an Order. As a result there would be revenue generated from the ticket sales and fines issued. Mr Evison commented that if the LB Haringey model was followed the parking enforcement contractor would retain the fines and the palace would keep the income from ticket sales. However as any sales income and fine receipts were technically "trust monies" terms for engaging any enforcement contractor would have to be agreed. A sliding scale of charges would be applied so that the impact of such charges would vary according to the nature of the users. Such details would be fully explored during the feasibility stage.

With regard to income from charges Mr Evison reported that the former General Manager had estimated in 2005 that car park charging could generate between £750,000 and £1 million per annum, after initial setup costs. There was however no documentation to assess the accuracy of this estimate and the methodology of its calculation. A full cost-benefit analysis will need to be carried out as part of the further scoping paper. Also following a feasibility study of the car park charging option, the Board may wish only to seek the power to levy car park charges and then consider implementing appropriate charges as part of the overall master planning scheme.

**Construction of a multi-story car park**

Mr Evison advised that the 1985 Alexandra Park and Palace Act authorised

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the Board to let or licence land at the rear of the Palace, effectively part of the north service yard, for the provision of a car park. It also empowered the Board or any other person, to make reasonable charges to the public for the use of such car park. Mr Evison further advised that increasing the overall available car parking capacity would increase the desirability of the palace as a venue and could increase hall bookings, and if more visitors attended the associated food and beverage sales may increase. In respect of likely costs these could well be extremely large, but could possibly be funded by prudential borrowing. Mr Evison advised that planning permission was likely to be required for this scheme and the timescale would be measured in years.

**Enforcing road traffic infringements and collecting fines**

In respect of this option Mr Evison reported that Alexandra Palace Way had a speed limit of 20mph and a number of no-overtaking zones, pedestrian crossings and traffic lights, though enforcement of these was not currently carried out. The permanent speed cameras were operated by the Camera Safety Partnership, and a new camera required a collision history of four KSI (killed or seriously injured) in 36 months though this was not a factor for Alexandra Palace Way. There were also Mobile speed cameras operated by the Metropolitan Police and a request had been sent for consideration. Other traffic infringements may possibly be enforced by cameras and generate fines.

Mr Evison advised that the capital cost to install the cameras was potentially quite small and could be completed fairly quickly. However processing the penalty notices and pursuing those who did not pay could be difficult and would have potential cost implications as at present the only method of claiming the penalty fee was by complaint through the magistrate's court.

The Chair, in thanking Mr Evison for his succinct introduction, referred the Board to the option in relation to Toll charges for the private road. The Chair expressed a view that the Board should reject this option, together with the option in respect of the multi-storey car-park, and asked that the Board support this course of action, and ask for further feasibility studies in respect of the options for charging for use of the car park, and road traffic infringements.

Councillors Hare and Scott, in sharing the Chair's views, also felt that the rejected options could be explored at a later date if the Board felt in the future that they should be examined further, and that at the current time only focus on the 2 viable options.

Councillor Scott, in reference to the option of speed enforcement, commented on whether there could be a speed camera system installed with a camera at each end which logged the speed and time taken by a vehicle between the 2 camera points. He also asked whether it would be legal for the Palace to enforce a speed restriction and cameras as owner of the road, and if there were similar arrangements and enforceable restrictions for the LB Haringey to apply.

In response the Trust Solicitor – Mr Harris advised that in terms of the private road it was for the owner to enforce whatever restrictions it wished, and therefore the Palace's position was different to that of the LB Haringey as the Local authority did not itself own the roads through the Borough. Mr Harris also advised

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that the by-laws that existed were enforceable by a private road owner though there may well be difficulties for the owner to then enforce any restrictions. It would be the case that where a speed infringement was found the owner would then have to apply to the Magistrate's court to enforce a fine as a penalty.

In response to further points of clarification from Councillors Scott and Williams as to whether an imposing of a fine was likely to be a non-starter, Mr Harris advised that in effect there were 2 separate issues. These were the enforcing of a by-law to impose a 20 mph speed limit through the private road, and then the issue of applying to the Court to recover the fine from the individual concerned.

The Chair commented that in view of Mr Harris's comments the speed enforcement option may also well be a non-starter given that there would costs involved to recover fines from magistrates etc.

Mr Harris advised that the report before the Board was a scoping paper which outlined the 4 options. It was therefore for the Board to decide whether the outlined options were individually to be worked up further or not pursued further. The whole of the scoping exercise had been to give outline views in respect of those 4 options the Board had asked to be scoped in November 2009. It appeared from the discussions that, at this stage, 1 option was an attractive one to pursue further and the other 3 were not.

Councillor Williams sought clarification as to whether the enforcement of traffic restrictions option would be difficult to apply. Mr Harris reiterated his earlier points and added that the option would be difficult to manage from an administrative perspective.

(Mr Willmott arrived at 20.40hrs)

In respect of the option of Car park charging the Chair felt that this option should be pursued further.

Mr Gill advised the Board that in respect of car-parking that once the Board had had the necessary powers it could choose to charge or not charge for car parking at the Palace and it could choose to suspend charging for a period of time if appropriate.

Councillor Hare commented that the public used the car-parks for a whole range of reasons – using the Phoenix Bar, going to a live concert, walking in the Park, and therefore in his view, he did not think that it was unreasonable to impose a charge.

In drawing the discussions to a close the Chair asked that should Board members have any other ideas for additional sources of income then they should feed these through directly to Mr Evison.

In response to points of clarification from Ms Paley and Councillor Thompson Mr Harris advised that the trustees Palace had always had the option to seek a power to charge but had never before decided to do so. The process for seeking agreement to car-park charging would be by way of applying to the Charity Commission for a Section 26 Order under the Charities Act. This would take

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	<p>some months to do but there was likely not to be any objection from the Charity Commission. Mr Harris also advised that in deciding not to pursue<sup>3</sup> of the options the Board should state the reasons why it was not further pursuing those options.</p> <p>The Chair then summarised and it was:</p> <p><b>RESOLVED</b></p> <p>i. that the four options detailed in the scoping report as follows be noted:</p> <ul style="list-style-type: none"> <li>a. Implementing a toll on Alexandra Palace Way</li> <li>b. Implementing a charging regime on the existing car parks</li> <li>c. Construction of a multi-storey car-park</li> <li>d. Enforcing road traffic infringements and collecting fees</li> </ul> <p>ii. that in respect of options a, c and d above these options not be pursued at this time as it was not viewed that each option was a viable one, at this stage, due their being costly, unpractical, and difficult to administer; and</p> <p>iii. that in respect of Option b - implementing a charging regime on the existing car parks, the Interim General Manager be requested to carry out a more detailed feasibility study to be reported to a future meeting of the Board.</p>
<b>APBO10.</b>	<p><b>MINUTES</b></p> <p><b>RESOLVED</b></p> <p>That the unrestricted minutes of the meeting the Alexandra Palace and Park Board held on 24 November 2009 be agreed and signed by the Chair as an accurate record of the proceedings.</p>
<b>APBO11.</b>	<p><b>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b></p> <p>Nil Items.</p>
<b>APBO12.</b>	<p><b>EXCLUSION OF THE PUBLIC AND PRESS</b></p> <p><b>RESOLVED</b></p> <p>That the press and public be excluded the from the meeting for consideration of Items 13, 14, 15, 16 as they contain exempt information as defined in paras 1,2, 3, and 5 of Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); namely information relating to an individual, information which is likely to reveal the identity of an individual, information relating to the business or financial affairs of any particular person (including the authority holding that information), information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p> <p><b>SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</b></p>

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<b>APBO13.</b>	<b>MINUTES</b>  AGREED - the exempt minutes of the Alexandra Palace and Park Board of 24 November 2009.
<b>APBO14.</b>	<b>ADVICE ON THE CURRENT POSITION IN RELATION TO POTENTIAL LITIGATION</b>  AGREED -THE RECOMMENDATIONS AS CONTAINED IN THE REPORT
<b>APBO15.</b>	<b>CONFIRMATION OF APPOINTMENT OF NON-EXECUTIVE DIRECTORS TO THE BOARD OF ALEXANDRA PALACE TRADING LIMITED</b>  AGREED -THE RECOMMENDATIONS AS CONTAINED IN THE REPORT
<b>APBO16.</b>	<b>APTL LICENCE FEE 2010/11</b>  AGREED -THE RECOMMENDATIONS AS CONTAINED IN THE REPORT
<b>APBO17.</b>	<b>ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b>  Nil

There being no further business to discuss the meeting ended at 21.35hrs

COUNCILLOR PAT EGAN

Chair

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**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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PRESENT : \* denotes attendance

Councillors                \*Egan (Chair), \*Hare, \*C. Harris, \*Peacock, \*Scott, \*Thompson  
   (Vice-Chair), and \*Williams

Non-Voting                \*Mr N. Willmott, \*Mr M. Tarpey, \*Ms V. Paley  
Representatives:

Observer:                \*Mr D. Liebeck

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace\*\*

Mr I. Harris – Trust Solicitor

Ms H. Downie – Head of Finance – Alexandra Palace \*\*

Ms R. Kane – Managing Director – Alexandra Palace Trading Limited \*\*

Ms J. Parker – Director of Corporate Resources – LB Haringey

Mr C. Hart – Committee Manager (Clerk to the Board) LB Haringey

\*\* present for the unrestricted part of the proceedings only

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**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APBO18.</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>An apology for lateness was received from Councillor Hare, and Val Paley.</p> <p><b>NOTED</b></p>
<b>APBO19.</b>	<p><b>URGENT BUSINESS</b></p> <p>The Clerk to the Board – Mr Hart advised that in respect of Agenda Item 9 – Minutes – the Minutes of the meeting of the Alexandra Palace and Park Consultative Committee held on 16 February 2010, and the Alexandra Park and Palace Advisory Committee held on 9 February 2010 had been marked '<b>TO FOLLOW</b>' and had been forwarded to Board members during the latter part of the previous week.</p> <p><b>NOTED</b></p>
<b>APBO20.</b>	<p><b>DECLARATIONS OF INTERESTS</b></p> <p>Councillor C. Harris declared a non prejudicial interest in respect of Item 7 – Budget 2010/11, and Item 8 – Finance Update as Chair of the Pensions Committee of the LB Haringey.</p> <p>Councillor Thompson advised that as he was no longer a member of the pensions Committee he did not have to declare any interests as previously.</p> <p>Mr Gill – Interim General Manager – Alexandra Palace declared an interest in</p>

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	<p>Exempt Items 12 – 14 as Interim General Manager.</p> <p>Ms Downie – Head of Finance – Alexandra Palace declared an interest in Exempt Items 12 – 14 as Head of Finance Alexandra Palace Trading Limited.</p> <p>Ms Kane – Managing Director Alexandra Palace Trading Limited declared an interest in Exempt Items 12 – 14 as Managing Director Alexandra Palace Trading Limited.</p> <p><b>NOTED</b></p>
<b>APBO21.</b>	<p><b>QUESTIONS, DEPUTATIONS OR PETITIONS : TO CONSIDER ANY QUESTIONS, DEPUTATIONS OR PETITIONS RECEIVED IN ACCORDANCE WITH PART 4, SECTION B29 OF THE COUNCIL'S CONSTITUTION</b></p> <p>Nil.</p>
<b>APBO22.</b>	<p><b>ADVICE ON THE OUTCOME OF THE MEETING AT THE CHARITY COMMISSION ON 3 FEBRUARY 2010</b></p> <p>The Chair asked for a brief introduction of the report.</p> <p>In a brief introduction the Trust Solicitor – Mr Harris advised the meeting of the discussions that took place at the Charity Commission on 3 February 2010. The meeting had been attended by the Interim General Manager – Mr Gill, and the Managing Director – APTL – Ms Kane, and himself. Mr Harris commented that the Commission had requested the meeting, to be updated in relation to various matters concerning the charity and the conduct of its affairs. The charity had also asked for consideration of some points. The agenda attached to the circulated report had been kept to and had been agreed prior to the meeting. Mr Harris gave a summary of the meeting as detailed in the attachments to the report and emphasised the position of the Charity Commission that there was no current contemplation of the removal of Haringey as trustee. There had been an awareness that this point had been argued quite forcibly by a number of correspondents and there was appreciation of the Commission's position.</p> <p>Mr Harris also advised that some discussion had centred on structural models and the Charity Commission had indicated that if new trustees were to be appointed that were not members of Haringey Council this would require a Section 17 Charities Act 1993 scheme. Discussions had also centred on possible car park charging and that the Commission remained willing in principle to promote a Section 26 Order empowering trustees to levy charges for car parking, with a probable need/requirement to consult upon a proposed order and that a draft would probably need to be advertised. The Commission advised that dependant upon any response to consultation an order could take between 2 and 12 months to be made. Mr Harris commented that this point was a helpful and important indication, and reminded the Board of its meeting on 12 January 2010 where it had received a paper on additional income sources and one of the options was levying car parking charges in respect of which the trustees directed that it be given further consideration. In the light of this indication further work would now be undertaken on this by officers. Mr Harris concluded that it was the belief of the Interim General Manager, the Managing Director of APTL and himself that there was common ground in that what both Commission and trustees would like to see was a vibrant, solvent self supporting charity that</p>

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	<p>ceased to be the subject of ongoing complaints to the Commission.</p> <p>The Chair thanked Mr Harris for his brief and succinct report, and asked if there were any points of clarification.</p> <p>Councillor C. Harris sought clarification as regards the comments in paragraph 5.7 of the report and whether she had misheard Mr Harris in his introduction by stating that the Charity should be independent and self supporting, and that this had been agreed as an ultimate aim.</p> <p>In response Mr Harris clarified that was not the case but that it was the common wish to see a vibrant and self supporting charity, but not an independent charity.</p> <p>There being no further points of clarification the Chair summarised and it was:</p> <p><b>RESOLVED</b></p> <p>That the outcome of the meeting at the Charity Commission on 3 February 2010, as detailed in the report of the Trust Solicitor be noted.</p>
<p><b>APBO23.</b></p>	<p><b>GOVERNANCE UPDATE</b></p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Managing Director Alexandra Palace Trading Limited – Ms Kane, on behalf of the Interim General Manager informed the Board that major barriers to current governance were identified at both away days in the autumn of 2009 and common ground for how to progress with the future of Alexandra Palace and Park captured around the following headings: a) Objectives, b) Principles and c) Processes. The Board had been recommended to adopt the NCVO <i>Good Governance</i> code. It was the intention to carry out more work to implement the code during the May induction process, and in time, the code would be bespoke to suit the preferred structure of the trustees and reflect the work already completed by trustees and stakeholders on the three areas above. The seven key principles which combined a cross reference of the NCVO code and governance outputs arising from the Awayday and Stakeholder Forum were listed at appendix 1 of the report. For ease of reference, a further copy of the report had been tabled as the copied and sent versions had not been particularly easy to read. Ms Kane outlined the seven principles, being:-</p> <ul style="list-style-type: none"> <li>• Board Leadership</li> </ul>

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- The Board in control
- The High Performance Board
- Board Review and Renewal
- Board Delegation
- Board and trustee Integrity
- Board Openness

(Councillor Hare arrived at 19.37hrs)

Ms Kane advised that the pros and cons of structural options had been assessed by attendees, and KPMG had also tested a number of models against tax, charitable law and governance criteria. Ms Kane also advised of the planned road show for the week commencing 15 March 2010 and a planned open day on 22 May 2010. The details of the 7 principles, objectives and pros/cons, and details of the proposed road show venues would also be placed on the community pages of the APTL website.

The Chair sought clarification as to the need for emphasis on whatever model to be adopted needed to be explicit in terms of the objectives of the Charitable Trust and development of the fund raising arm of the Charity, and he commented on the possible development of fund raising through both the Advisory, and Consultative Committees, as well as the possible development of the concept of 'Patrons' of the Palace and Park.

Ms Kane responded that in terms of such the idea of 'patrons' and possible fund raising was detailed within Model 4.

Councillors C Harris and Hare commented in respect of the possibility of exploring external funding sources, and local fund raising, and the need for sensitivity in terms of attracting external funding sources, and local fund raising. Ms Kane commented that such avenues would be explored when resources permitted and local fund raising needed handling carefully. In terms of 'Patrons' there would possibly be a 'Patron's Committee' though exactly how the 'Patrons' concept would work did also require some special consideration.

Councillor Scott commented that at a community level there could be some specific areas of fund raising with a clear structure of how local groups and interested parties could contribute to the Palace and park.

Mr Liebeck commented that in his view the Board was actually going 'overboard' in its efforts to consult and take on views of the local community, and that there was surely a conflict in terms of the whole issue of the Charitable Trust being comprised of elected local Councillors. In his view, there was a need for a totally

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independent Board of Trustees without local authority influence and only then would the Charity be able to effectively run. Mr Liebeck also commented that the Charity's effort to engage and seek views regarding governance were, in his view the wrong approach, and that in terms of consultation it was a fact that the Board had previously failed during the Firoka process to engage with the Community when indeed consultation at that time should have been effectively carried out, with the resultant High Court action having shown that consultation had not been effective. Mr Liebeck also commented that in his view apart from the professionalism of the Managing Director – Alexandra Palace trading Limited in terms of both her current and previous position all others connected with the running/management of the Palace were amateurs and that in that sense both the previous 20 years and future direction of the Palace would always be affected by this fact in terms of managing the strategic objectives of the future direction of the Trust. Also in terms of the issue of encouraging the Advisory Committee to be involved in fund raising this was not something that in his view that the Advisory Committee should be involved in nor should it be a path to be taken by the Board.

The Interim General Manager Alexandra Palace – Mr Gill placed on record his objection to the assertion of Mr Liebeck in respect of officers of the Charity being amateur in their running of the palace and that such comments were extremely unhelpful. The Chair, in sharing Mr Gill's views, urged Mr Liebeck to consider withdrawing such comments.

Mr Liebeck commented that he would stand by his comment and reiterated his comment in respect of the past 20 years being hampered by no professional direction.

Mr Gill, in again commenting on the unhelpfulness of such comments advised that it was the case that since the issue of the Firoka development, which was now closed, the Board had adopted a new way forward and this Board had moved on from the comments expressed by Mr Liebeck. There had been significant advancement of community engagement in an effort to address a whole range of developmental matters pertaining to the future of the palace and the governance report before the Board demonstrated a commitment to a new beginning as well as significant community/local involvement. Mr Gill urged Mr Liebeck to withdraw his remarks.

Councillor Hare commented that the conflict of interest as alluded to by Mr Liebeck was certainly of importance and asked whether the Trust Solicitor would remind the Board what exactly the conflict of interest was.

The Trust Solicitor – Mr Harris advised in response that it was a fact that LB Haringey was actually the Trustee and it had delegated the responsibility as Trustee to a Board of now eight Board members. Mr Harris advised that as Trustees in terms of any conflict the advice given by himself had always centred on the fact that as appointed trustees collectively and individually they had to act solely in the interest of the charity and act in a bi-partisan manner, putting aside any political considerations or affiliation in favour of the best interests and

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aims/objectives of the Charitable Trust. It was also the aims and objectives of this Trust, as supported by the recent view of both its management and the Charity Commission that the Board would wish to be self supporting and vibrant. There were also conflicts in relation to legislation pertaining to Local Government and Charity acts but these conflicts were largely managed effectively.

Councillor Scott commented that it was neither helpful or relevant to bring into question the professionalism/amateurism of officers in terms the management of the Trust and exemplified a school governing body where personal political views or conflicts were always put aside by Governors as they would come together and make decisions purely in the interest of the School and its welfare. Councillor Peacock commented that Councillor Scott's comment was exceptionally well put.

Mr Harris also advised that the Trustees did not control or run the Charitable Trust on a day to day basis and that Mr Liebeck's comment in terms of strategic direction was correct in that the charitable trustees were required to give a clear strategic direction for officers of the Charity to then work towards.

Councillor C Harris commented that she had some concerns at the expressed view of Mr Liebeck in terms of officers being unprofessional and amateur and questioned why such comments were necessary. She added that it was also in the interest of the Charity to obtain as much external sourcing of funding as possible and if this included fund raising which brought in any additional income then surely this should be welcome.

The Chair then asked that Ms Kane conclude her report.

Ms Kane, in drawing the introduction to a close advised that there would be further engagement with trustees, stakeholders, the Council and the Charity Commission and it was anticipated that decisions would be sought later in 2010 when further legal/tax analysis would also help inform decision making. In terms of the overall budget situation the Project Steering Group had been tasked with reviewing the communications strategy to ensure that it met the overall project deliverables. As a result of the review and changing timescales, the remaining activity would be achieved within existing budgets for the current financial year. Ms Kane briefly outlined the recommendations in the report for the Board to consider which mirrored the sentiments of the introduction of the report. Ms Kane also advised that she would be seeking the Board's views as regards a possible visit to the Eden Project so that the Board could see an effective operation of a charitable trust and an excellent working and structured model. Ms Kane also said that she would send trustees a briefing note on the Dartford /Kidd Legacy which had been touched on at the meeting with the Commission.

The Chair thanked Ms Kane for concluding her report presentation and asked if there were further any points of clarification from Board members.

Members referred to the venues for some of the intended road shows and whether some were as suitable as others were. Ms Kane undertook to review the venues.

(Ms Val Paley arrived at 19.56hrs).

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The Chair then summarised and it was:

**RESOLVED**

- i. that NCVO *Good Governance* code (and the Key principles: as detailed at appendix 1 of the report) be endorsed and adopted subject to the provisions of Haringey Council's Constitution as they apply to the Alexandra Palace and Park Board and its officers;
- ii. that it be noted that the NCVO code had been presented to both the Alexandra Park and Palace Statutory Advisory Committee and to the Alexandra Palace and Park Consultative Committee, and that it be further noted that the Alexandra Park and Palace Statutory Advisory Committee would further consider governance at a special meeting on 17 March 2010 to discuss governance and feed back to their comments to the Board;
- iii. that the pros and cons of the various structural options currently available for comment which had been subject to scrutiny of KPMG and officers, with some of which having also been discussed at the Trustee and Stakeholder away days as detailed in Appendix 2 of the report be noted;
- iv. that it be noted that the project would be delivered within the budget available to year end 2009/10.
- v. that the proposed time frame for the project and key milestones including an Open Day and a road show to broaden engagement as detailed in appendix 3 of the report be noted, and that the Managing Director APTL review 2/3 of the venues to ensure maximum participation; and
- vii. That the managing Director Alexandra Palace Trading Limited be authorised to explore and initiate trustees visit or host visits to Alexandra Palace from charities operating similar venues and parks in a bid to learn more about effective governance in action.

**APBO24. BUDGET 2010/11**

The Chair asked for a brief introduction of the report.

The Head of Finance Alexandra Palace – Ms Downie informed the Board that the proposed revenue budget for the 2010/11 financial year was given at Appendix 1 of the report. Ms Downie formally reported that Alexandra Palace had been successful in securing some funding against all the bids that were submitted to LB Haringey for the 2010/11 financial year as follows:-

- Capital allocation - £2m to address ice rink dilapidations, and £500k per annum for 2 years to address key buildings dilapidations
- Revenue allocation - £243k revenue growth bid - £211k to cover shortfall

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in gift aid due to ice rink closure, and £50k for master planning work

Ms Downie advised that :-

- The Budget being presented was the Trust's revenue budget for 2010/11 which corresponded with the amount awarded by LB Haringey
- A separate capital budget would be prepared in relation to the £500k allocation for 2010/11 – to be presented to the next Board meeting
- The Budget did not include £50k for master planning – although this was revenue spend, a separate project budget would be prepared for master planning
- Income budget included £170k licence fee from the Trust. The Interim General Manager was seeking professional advice on an appropriate level of fee now that the ice rink capital project had been approved. At Board meeting on 12 January 2010 – the Board delegated to the General Manager the setting of the licence fee for 2010/11 – the final amount of the fee would be reported back to a future Board meeting
- Section 7 of the report set out the assumptions made in the budget. It could be assumed that Trust's activities would continue as is.
- The APTL gift aid payment was set at £239k – this took into account the reduction of £211k due to the closure of the ice rink. This was subject to ongoing feasibility testing

Ms Downie also highlighted the following risks in relation to the budget, and that the budget was an estimate based on assumptions that may change over time and would inevitably contain risks. The risks could be mitigated to some extent by regular budget monitoring, re-forecasting and taking corrective action but they could not be removed. The key risks associated with the Trust budget were:

- The Trading Company was unable to deliver the anticipated £239k gift aid payment due to the economic climate or other factors beyond its control;
- Sponsorship for the fireworks display was not secured and costs exceed the £100k budgeted
- Public donations for the fireworks were lower than budgeted
- The anticipated savings on the buildings security/maintenance contract were not deliverable
- Utilities estimates were inaccurate
- Any cessation payment due upon the expiry of the security contract was larger than anticipated (see para 7.4)
- Additional legal work was commissioned and costs exceeded the £72k budgeted

The Chair thanked Ms Downie for her detailed introduction and asked if there were any comments or questions.

Councillor C Harris referred to para 7.4 and asked if the pension risk was built

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	<p>into the budget and Ms Downie responded that the risk was not specifically built in but under the TUPE arrangement the cost would be negligible.</p> <p>Councillor Hare referred to paragraph 7.7 of the report in relation to the repairs and maintenance budget and the allocation of monies for road repairs, and commented that as a result of the bad weather during the winter season there may be a need for additional funding for likely increased road repairs, together with parts of the park landscape being water logged.</p> <p>In response the Interim General Manager – Mr Gill advised that there was likely not to be an increase in the allocated budget for 2010/11 with no fluidity to increase.</p> <p>Following further points of clarification the Chair MOVED and it was:</p> <p><b>RESOLVED</b></p> <p>That approval be given to proposed revenue budget for the 2010/11 financial year, on the basis that the LB Haringey gave its approval to fund the deficit budget.</p>
<p><b>APBO25.</b></p>	<p><b>FINANCE UPDATE</b></p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Head of Finance – Alexandra Palace Ms Downie reported the report before the Board detailed the financial results for the ten month period to 31 January 2010 and the forecast outturn for the 2009/10 financial year. Ms Downie advised the Board that overall, year to date income was £33k above budget and expenditure was £137k above budget, giving a net adverse variance against budget of £105k. Income was £33k above budget due to the receipt of £21k of restricted income which was not budgeted for and community events income being £11k above budget. The latter included public donations for the fireworks, which were £6k above budget. Concession/lease income was £4k above budget due to a backdated rent review on the Vodafone lease. Sundry sales were £4k below budget.</p> <p>Ms Downie reported that prime costs were £70k (5%) over budget for the year to date, with salaries £79k above budget due to higher management costs and increased staff costs during the secondment period. The contracted services were £9k below budget in the areas of park security and park maintenance, although the Park Manager had indicated there was likely not to be an underspend in his budget overall by year end. In respect of fixed overheads Ms Downie reported that these were £21k above budget due to a £41k overspend in legal costs offset by a £20k underspend in central admin charges. Legal fees include fees from LBH Legal Services Team as well as Howard Kennedy.</p> <p>Ms Downie, in reference to the forecast gift aid payment from Alexandra Palace Trading Limited, advised that this had now been forecast at £454k, as reported to the APTL Board. .</p>

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	<p>Ms Downie concluded that as previously reported, the Trading company's performance was monitored by the APTL Board and Senior Management Team on a monthly basis and the Managing Director liaised closely with the Interim General Manager of the Trust to highlight areas of concern.</p> <p>The Chair thanked Ms Downie for her introduction and asked if there were any comments or points of clarification.</p> <p>In response to a point of clarification from Councillor C. Harris Ms Downie advised that in terms development (governance) expenditure was on budget year to date the budget but was likely to be approx £5K above budget at the end of the financial year – representing the Trust's contribution to the governance and branding work.</p> <p>There being no further comments the Chair summarised and it was:</p> <p><b>RESOLVED</b></p> <p>That the results for the ten month period to 31<sup>st</sup> January 2010 and the forecast outturn for the 2009/10 financial year be noted.</p> <p>(Mr Willmott arrived at 20.25hrs)</p>
APBO26.	<p><b>MINUTES</b></p> <p>The Chair asked that the Clerk to the Board give a brief resume of the Minutes for consideration.</p> <p>The Clerk to the Board – Mr Hart informed the meeting that before it this evening there were the Minutes of the Board meeting of 12 January 2010 for approval. Those Minutes referred to the approval of the minutes of the previous meeting of the Board on 24 November 2009 as an accurate record. Since this approval, Councillor Hare had advised that he should have raised a point of amendment to those minutes in relation to MINUTE APB064 where he had commented on his concern with an additional point of clarification. Mr Hart advised as the Minutes had already been agreed as an accurate record they stood as that however if the Board was in agreement the amendment could be recorded as a matter of record at this item as a matter of note.</p> <p>Councillor Hare concurred with the comments expressed by Mr Hart and the Board agreed to the noting of the comment as follows, nemine contradicente:</p> <p><i>'Cllr Hare also questioned the nature of the material to be imported and the costs involved. In response a Golfwise representative explained that the material was waste material that would otherwise have to be deposited in land-fill sites, that they would be paid to import the material and that without these payments the project could not go ahead. '</i></p> <p><b>NOTED</b></p>

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Mr Hart also referred to the Minutes of the Consultative Committee of 16 February 2010, and also the Minutes of the Advisory Committee of 9 February 2010 together with a number of recommendations for consideration, which had been marked 'TO FOLLOW' and had been circulated. Mr Hart drew the Board's attention to the Advisory Committee's minutes of 9 February 2010 and attachments which asserted that the Board had not given consideration and response to a number of resolutions of the Advisory Committee arising from previous meetings of the Advisory Committee.

Mr Hart advised that following receipt of the Advisory Committee's recommendations the Chair of the Board had consulted with the Interim General Manager and Trust Solicitor, and himself, and as a result a letter of response had been prepared in draft and circulated to Board Members for perusal prior to this evening's meeting setting out a response from the Chair of Board to those recommendations. The Board were now asked to consider the draft response and endorse the proposed draft letter, as well as considering two other points of clarification from the Advisory Committee of 9 February 2010.

The Chair thanked Mr Hart for his succinct clarification and asked if the Board were in agreement to draft response. The Board agreed to the draft letter of response nemine contradicente

In respect of the remaining two points of consideration arising from the Advisory Committee of 9 February 2010 following clarification of the points from the Interim General Manager Mr Gill, and the Trust Solicitor Mr Harris, the Chair summarised and it was:

**RESOLVED**

- i. that the minutes of the Alexandra Palace and Park Board held on 12 January 2010 be agreed and signed by the Chair as an accurate record of the proceedings;
- ii. that the minutes of the Alexandra Palace and Park Consultative Committee held on 16 February 2010 be agreed;
- iii. that in respect of the Minutes of the Alexandra Park and Palace Advisory Committee of 9 February 2010:
  - a. the draft letter from the Chair of the Board in response to assertions that the Board had not given consideration and response to a number of resolutions of the Advisory Committee arising from previous meetings of the Advisory Committee be agreed (a copy of the letter will be interleaved with the minutes); and
  - b. That in respect of the two resolutions of the Advisory Committee of 9 February 2010 which sought the Board's consideration and response, the response be as follows:

Resolution (i) of the Advisory Committee: That the Board be asked to note the comments of the Advisory Committee and is encouraged to aspire to meet the requirements of the NCVO Good Governance Code.

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	<p><b>RESPONSE OF THE BOARD</b></p> <p>That in response to resolution (i) the comments be noted.</p> <p>Resolution (ii) of the Advisory Committee: That the Board be informed that the Advisory Committee would like an opportunity to contribute towards the 3 year business plan for Alexandra Palace before it is approved.</p> <p><b>RESPONSE OF THE BOARD</b></p> <p>That in response to resolution (ii) the request be rejected and that it was not appropriate for the Advisory Committee to see any 3 year business plan for Alexandra Palace before it had been approved by the Board.</p>
<b>APBO27.</b>	<p><b>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b></p> <p><b>NIL</b></p>
<b>APBO28.</b>	<p><b>EXCLUSION OF THE PUBLIC AND PRESS</b></p> <p>The Chair advised that the next scheduled meeting of the Board on 22 April 2010 would be cancelled due to the nearness of the meeting to the forthcoming local elections, and the need to ensure that Board members would not be politically compromised prior to the election.</p> <p>The Clerk to the Board advised that should the need arise for non controversial business to be considered then an Urgency panel or Special meeting of the Board would be convened.</p> <p><b>NOTED</b></p> <p><b>RESOLVED</b></p> <p>That the press and public be excluded the from the meeting for consideration of Items 12, 13, and 14 as they contain exempt information as defined in paras 1,2, 3, and 5 of Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); namely information relating to an individual, information which is likely to reveal the identity of an individual, information relating to the business or financial affairs of any particular person (including the authority holding that information), information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p> <p>At this point in the proceedings Mr Gill, Ms Kane, and Ms Downie left the proceedings for the remainder of the meeting.</p> <p><b>SUMMARY OF EXEMPT CONFIDENTIAL PROCEEDINGS</b></p>

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<b>APBO29.</b>	<b>STAFFING ISSUES</b>  <b>AGREED RECOMMENDATIONS</b>
<b>APBO30.</b>	<b>OFFICER DELEGATION</b>  <b>AGREED RECOMMENDATIONS</b>
<b>APBO31.</b>	<b>MINUTES</b>  <b>AGREED</b> – the exempt minutes of the Alexandra Palace and Park Board held on 12 January 2010 with an amendment
<b>APBO32.</b>	<b>ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b>  Nil.  The Chair on behalf of the Board thanked all officers for their work during the past year

The meeting ended at 21.00hrs.

COUNCILLOR PAT EGAN  
Chair

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**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 4 MAY 2010**

PRESENT : \* denotes attendance

Councillors Egan (Chair), Hare, C. Harris, \*Peacock, Scott, Thompson (Vice-Chair), and \*Williams

Non-Voting Representatives: Mr N. Willmott, Mr M. Tarpey, Ms V. Paley

Observer: Mr D. Liebeck

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace

Mr I. Harris – Trust Solicitor

Ms H. Downie – Head of Finance – Alexandra Palace

Mr S. Garner – Alexandra Palace Trading Limited \*\*

Mr B. Bannister – Senior Project Manager – Children and Young People's Service -LB Haringey

Mr C. Hart – Committee Manager (Clerk to the Board) LB Haringey

**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APBO01.</b>	<p><b>ELECTION OF A CHAIR FOR THE DURATION OF THE PROCEEDINGS</b></p> <p>The Clerk to the Board – Mr Hart advised the Board that in the absence of the Chair of the Board it would be necessary to elect a Chair for the duration of the proceedings. Mr Hart sought nominations for the Chair.</p> <p>Councillor Williams nominated Councillor Peacock as Chair of the meeting for the duration of the proceedings.</p> <p>Councillor Peacock was elected Chair for the duration of the proceedings nemine contradicente.</p> <p style="text-align: center;"><b>COUNCILLOR PEACOCK IN THE CHAIR</b></p> <p>The Chair noted that apologies for absence had been received on behalf of Councillors Egan, Hare, Scott, and Thompson, Ms Paley, Mr Liebeck and Mr Tarpey.</p> <p><b>NOTED</b></p>
<b>APBO02.</b>	<p><b>URGENT BUSINESS</b></p> <p>The Clerk to the Board advised that the item before them – Exempt Agenda Item</p>

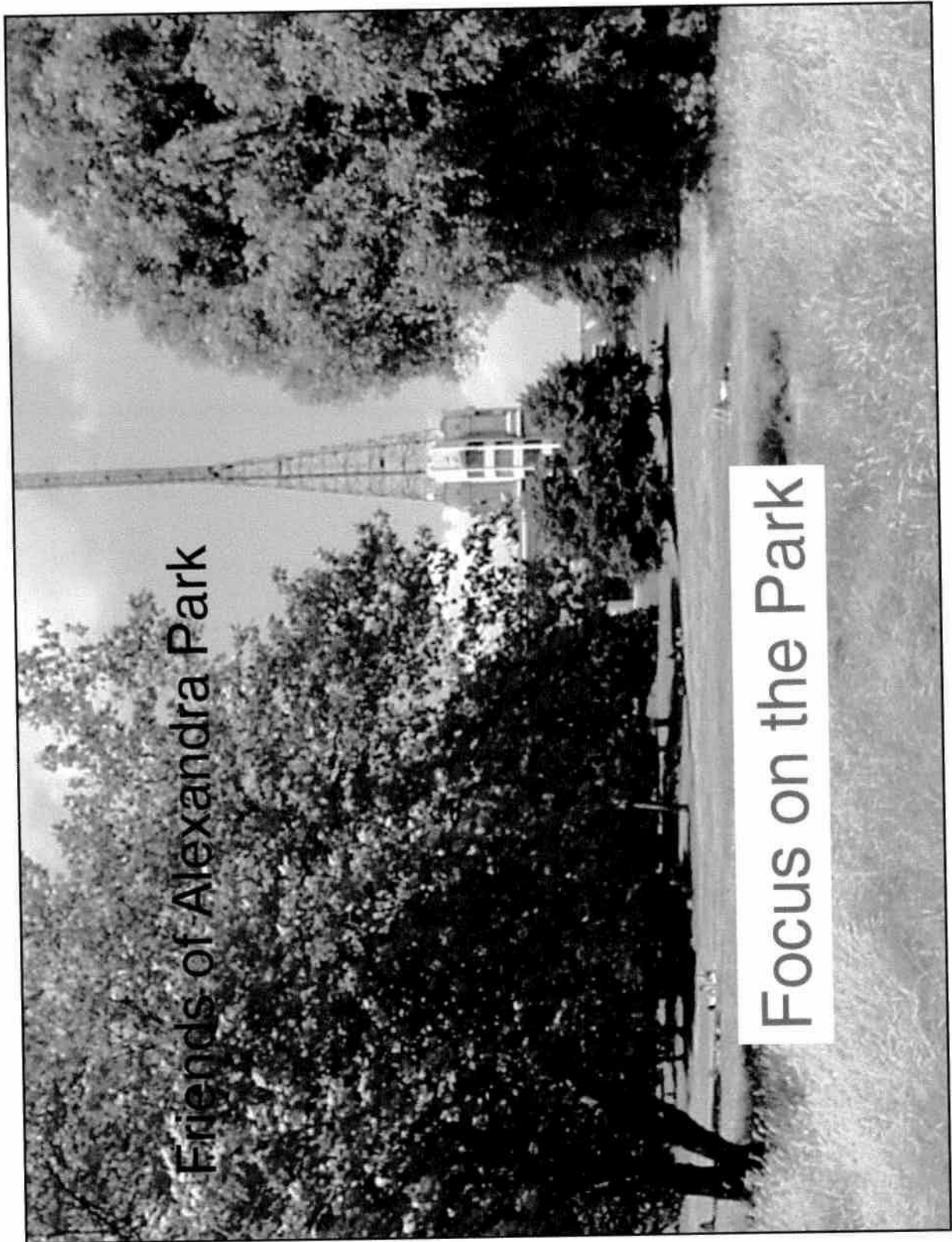
**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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	<p>5 would require reasons for lateness given that it had been sent after the publication of the agenda in a revised form. The 'Return on Investment Analysis' as prepared after the evaluation had also been forwarded to the Board prior to the meeting, and would be considered in conjunction with the exempt agenda item.</p> <p><b>NOTED</b></p>
<b>APBO03.</b>	<p><b>DECLARATIONS OF INTERESTS</b></p> <p>There were no declarations of interests.</p> <p><b>NOTED</b></p>
<b>APBO04.</b>	<p><b>EXCLUSION OF THE PUBLIC AND PRESS</b></p> <p><b>RESOLVED</b></p> <p>That the press and public be excluded the from the meeting for consideration of Item 5 as it contains exempt information as defined in para 3 of Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); namely information relating to information relating to the business or financial affairs of any particular person (including the authority holding that information).</p> <p><b>SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</b></p>
<b>APBO05.</b>	<p><b>PROPOSED AWARD OF CONTRACT FOR THE NEW ICE RINK AT ALEXANDRA PALACE</b></p> <p>AGREED THE RECOMMENDATIONS AS DETAILED IN THE REPORT</p>

The meeting ended at 08.50hrs.

COUNCILLOR SHEILA PEACOCK

Chair



Friends of Alexandra Park

Focus on the Park

## Friends of Alexandra Park

### Aims

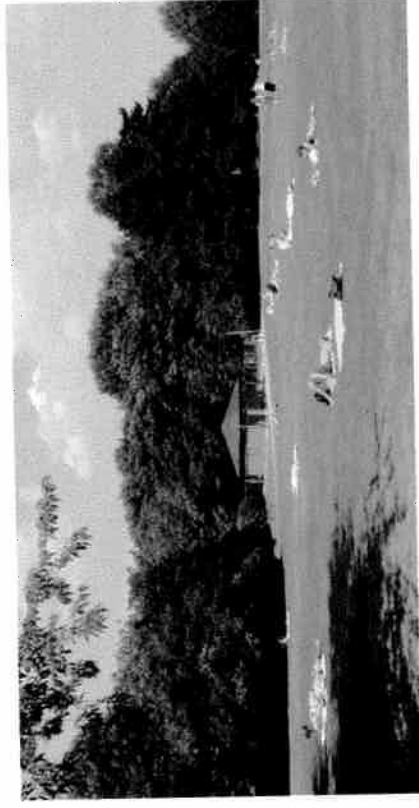
- To encourage the preservation of the natural beauty, trees, plants, birds and animal life in the Park



2

## Friends of Alexandra Park

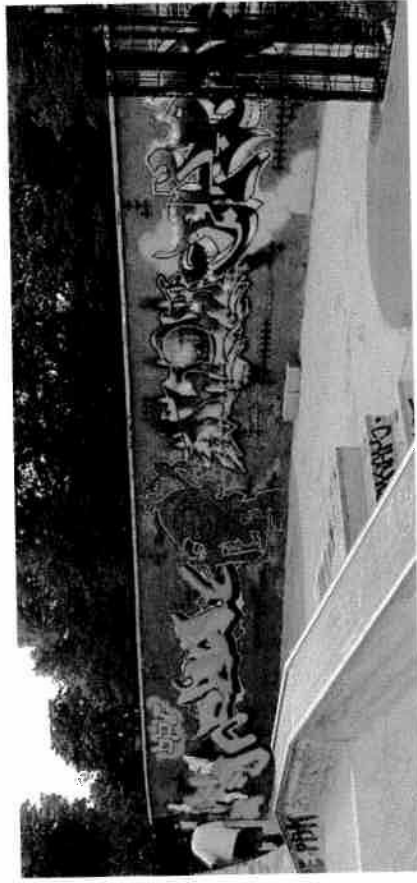
### Aims



- To maintain rights of free access for the enjoyment of the public for air and exercise, leisure and recreation.

## Friends of Alexandra Park

### Aims

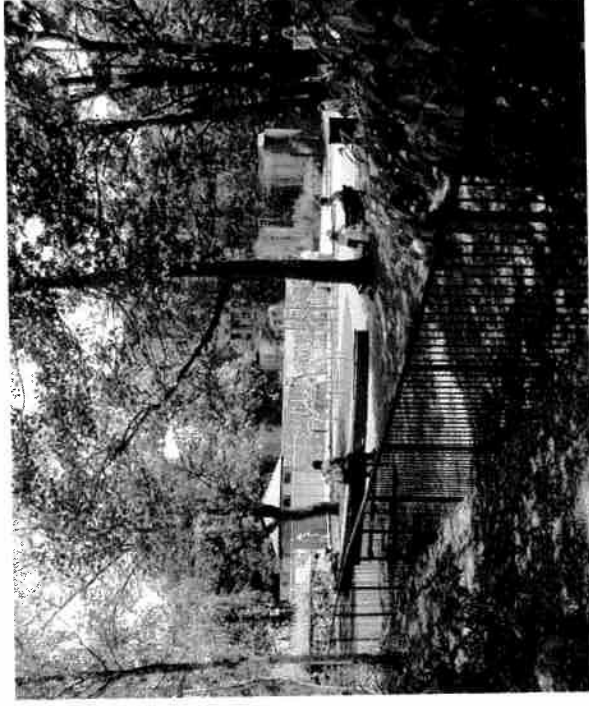


- To encourage the use of the Park by all the diverse sections of the community.

## Friends of Alexandra Park

How?

- A constructive group working with the Park Management



5

## Friends of Alexandra Park

What?

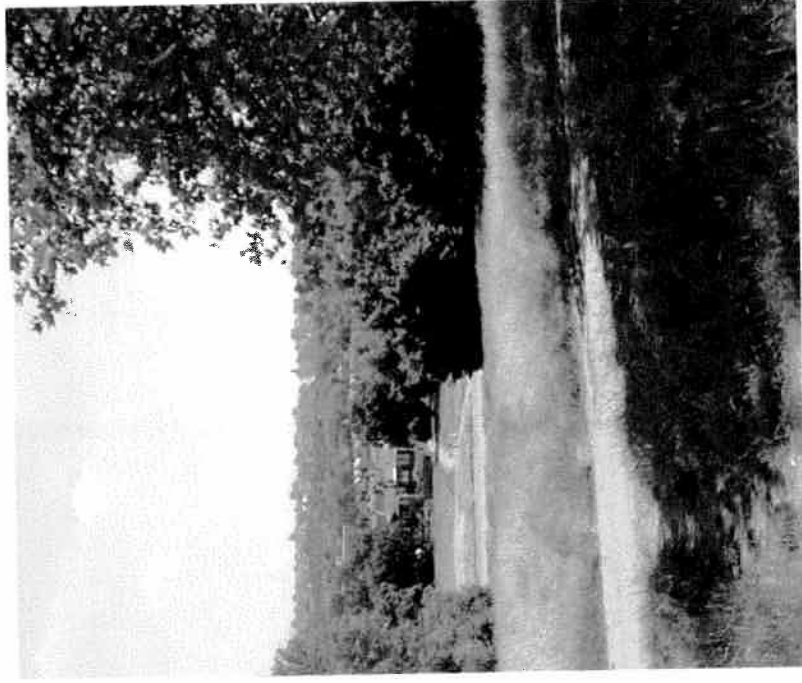
- Helping to find people with local expertise and “willing hands”
- History, trees, wildlife
- School visits, festivals, community events?



## Concerns

### Friends of Alexandra Park

- Adequate funding and staffing for maintenance and community activities
- Tensions with the commercial operation of Palace



7

## Friends of Alexandra Park

## Hopes

- A flourishing Park for people
- Enjoyed by an increasingly wide range of users
- Continuing emphasis on conservation





Agenda item:

Alexandra Park &amp; Palace Consultative Committee

On 22<sup>nd</sup> June 2010Report Title: **PARK ACTIVITIES UPDATE**Report of: **Mark Evison, Park Manager****1. Purpose**

1.1 To inform the Committee of the recent activities carried out in Alexandra Park

**2. Recommendations**

2.1 That the Committee notes the report.

Report Authorised by: **Andrew Gill, Interim General Manager:** ..... 

Contact Officer: **Mark Evison, Park Manager,**  
**Alexandra Park & Palace Charitable Trust, Alexandra Palace Way,**  
**Wood Green N22 7AY. Tel No. 020 8365 2121.**

**3. Executive Summary**

3.1 This report details the activities and projects that have recently taken place in the park.

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

4.1 N/A

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

5.1 No specific background papers were used in compiling this report.

**6. Description**

- 6.1 The park has been busy with activities over recent months. The Moscow State Circus and funfair have been operating and the ever popular farmers' market continues. Other repeat events include the YMCA fun run and the annual Lakeside Art Exhibition, now in its third year.
- 6.2 The Springwatch Wild Day Out took place on 5<sup>th</sup> June 2010. The event comprised a free family nature festival and a bioblitz and approximately 8,000 people attended, the BBC, Natural History Museum and Haringey Council are partners with the Trust for this event.
- 6.3 A bioblitz is a 24-hour race to identify as many different species on the site. This was the first major bioblitz in London or a large urban park. Initial estimates suggest over 500 different species were identified on the day. Including a rare heath grass that is not known anywhere else in London.
- 6.4 Volunteer activity in the park includes the monthly conservation tasks carried out by the BTCV. The volunteers have been replacing bridges and fencing and cutting back overgrown hedges.
- 6.5 The Friends of Alexandra Park have also been volunteering, including operating the information centre and organising the bird watching walk. Behind the scenes, the Friends have been developing a new park walk leaflet which should be ready in late summer.
- 6.6 The play area has benefited from three new small items of equipment, talking flowers, a land rover and a play panel.
- 6.7 The deer enclosure fencing has been extended, and the deer were moved to the new larger enclosure on 18<sup>th</sup> May.
- 6.8 The Park was entered again for the prestigious Green Flag Award. Also this year a submission was made for the Green Heritage Award. Judges will look at the extent to which applicants understand, acknowledge and share the heritage value of the site, and conserve, enhance and help people enjoy the heritage value of the site. The results of both competitions are expected in July.
- 6.9 The Haringey Council Biodiversity Action Plan has a target to declare a Local Nature Reserve at Alexandra Park. This designation recognises the importance of the site and is a possible lever to obtain grant funding. Talks between the Council and the Trust are in the early stage.
- 6.10 Tree work adjacent to the boundary with the Hornsey Reservoirs was carried out following a grant awarded to the Alexandra Palace Ornithological Group. The original scheme was to coppice and pollard the trees to improve the habitat structure.
- 6.11 Due to concerns with the defects in the trees, more were coppiced than originally planned. Willow trees are notorious for their fragility, there were many hazard-beam cracks visible. Due to the unstable condition of the trees they had to be coppiced to ground level.
- 6.12 Four multi-stemmed trees remain and the remaining coppice stools will re-shoot very quickly. At the southern end of the willow bank is a tree which collapsed around five years ago, this has regrown in this time to form a dense canopy.

- 6.13 A very positive result of the works is that the bird box on the perimeter of the reservoirs is now in use for the first time in twenty years. A family of Kestrels nested successfully this spring.
- 6.14 Concerns were raised by three individuals and in particular the APPCAAC has written a paper on the subject. This paper expresses concern over the reduced screening caused by the loss of trees, and the process for working on trees in a conservation area.
- 6.15 The paper suggested three guidelines for the future which are answered in turn below.
- 6.15.1 **Projects like this should be fully thought-through as part of the Park's tree inspection/ management regime, and the risks properly assessed prior to any commitment to carry out the work.**

Response: The park has a zoned and prioritised tree inspection regime for Health and Safety defects. The zone containing the trees in question is not due to be surveyed until 2011, so the full condition of the trees was not known when the project was proposed. After a visual survey it was decided the general scheme would be to coppice (to ground level) the trees with most obvious defects. The time spent planning and costing works like these has to be balanced against other competing priorities. However, once the contractors were on site, the full extent of the defects became clear.

- 6.15.2 **Due procedures with the Council's Arboriculture Officers and the Planning Department should be complied with in advance of tree work.**

Response: Regular correspondence with the Council's Tree Officer takes place. All relevant details are passed to the LBH Planning Officer by the Tree Officer (with his advice). This is not a procedure open to public scrutiny. The local planning authority needs only to be notified of proposals and then has six weeks to object by placing a TPO on a tree if it disagrees.

- 6.15.3 **Where there are possible conflicting priorities between different interest groups (as there might have been in this instance) then these should be discussed openly and if necessary resolved through the Consultative Committee.**

Response: Information sent out to interested parties can be improved in future, in fact the Friends of the Park are usually emailed as a courtesy where tree or other works are deemed likely to cause a flurry of interest from their members. However it is not practical, with a team of one person, to enter into consultation over routine work items. It is possible to inform a wider group over major works not programmed or outlined in the park management plan.

## **7. Recommendations**

- 7.1 That the Committee notes the report.

## **8. Legal Implications**

- 8.1 The Trust's solicitor has been sent a copy of this report.
- 8.2 The LBH Head of Legal Services has been sent a copy of this report.

## **9. Financial Implications**

- 9.1 The LBH Chief Financial Officer has been sent a copy of this report.

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Agenda item: No.

Alexandra Park and Palace Consultative Committee

On 22 June 2010

Report Title: **Forthcoming Events**Report of: **Rebecca Kane, Managing Director, Alexandra Palace Trading Limited****1. Purpose**

1.1 To advise the Board of the forthcoming events to March 2011.

**2. Recommendations**

2.1 That the Committee notes the report.

Report Authorised by: **Rebecca Kane**

Date

26/5/10

Contact Officer: **Rebecca Kane, Managing Director APTL 0208 365 2121****3. Executive Summary**

3.1 N/A

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

4.1 N/A

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

5.1 Further information about this report can be obtained from Rebecca Kane, Managing Director, Alexandra Palace Trading Limited, Alexandra Palace Way, Wood Green, London N22 7AY. Telephone number 020 8365 2121.

## 6. Description

### 6.1 Confirmed public events and first provisional options. 1 June 2010 to 31 March 2011

Event	Date	Area
Funfair	27 May – 6 Jun 10	Pavilion Car Park
Lakeside Art Exhibition	29 May – 6 Jun 10	Park
Farmers Market	30 May 10	Park
Family Week Picnic	31 May 10	Phoenix & Park
England v USA Football Screening	12 June 10	West Hall
Farmers Market	13 June 10	Park
Haringey Amateur Boxing	17-20 June 10	Great Hall
England v Algeria Football Screening	18 June 10	West Hall
Farmers Market	20 June 10	Park
England v Slovenia Football Screening	23 Jun 10	West Hall
Cyprus Wine Festival	26 & 27 June 10	Great Hall
Farmers Market	4 July 10	Park
345 Preschool Toddlerthon	4 July 10	Grove Car Park
<i>Orienteering</i>	<i>8 July 10</i>	<i>Park</i>
Farmers Market	11 July 10	Park
<i>Organ Concert</i>	<i>15 July 10</i>	<i>Great Hall</i>
<i>Indian Property Exhibition</i>	<i>17 &amp; 18 July 10</i>	<i>West Hall</i>
Farmers Market	18 July 10	Park
Farmers Market	25 July 10	Park
Summer Funfair	25 Jul – 12 Sep 10	Pavilion Car Park
Farmers Market	1 Aug 10	Park
<i>Organ Concert</i>	<i>4 Aug 10</i>	<i>Great Hall</i>
Farmers Market	8 Aug 10	Park
Farmers Market	15 Aug 10	Park
<i>Grand Carnival Splash</i>	<i>21 &amp; 22 Aug 10</i>	<i>Great Hall</i>
Farmers Market	22 Aug 10	Park
Farmers Market	29 Aug 10	Park
<i>Organ Concert</i>	<i>1 Sept 10</i>	<i>Great Hall</i>
<i>In Wedding Exhibition</i>	<i>5 Sept 10</i>	<i>PR</i>
Farmers Market	5 Sept 10	Park
<i>Miracle of Ministries</i>	<i>10 Sept 10</i>	<i>Great Hall</i>
Farmers Market	12 Sept 10	Park
Antiques Fair	19 Sept 10	Great Hall
Big Stamp Show	25 & 26 Sept 10	West Hall
<i>Knitting &amp; Stitching Show</i>	<i>7- 10 Oct 10</i>	
<i>British Invention Show</i>	<i>14-16 Oct 10</i>	<i>West Hall</i>
<i>*ATP Concert (10k +)</i>	<i>21 &amp; 22 Oct 10</i>	<i>Great Hall</i>
Dolls House Exhibition	24 Oct 10	Great Hall
<i>Kerrang Big Bang Concert (10K +)</i>	<i>29 Oct 10</i>	<i>Great Hall</i>
<i>**Lynx All Night Music Event (10k +)</i>	<i>30 Oct 10</i>	<i>Great Hall</i>
<i>Metropolis Concert (10K +)</i>	<i>4 Nov 10</i>	<i>Great Hall</i>
<i>Fireworks</i>	<i>6 Nov 10</i>	<i>All areas</i>
<i>Live Nation Concert (10K +)</i>	<i>9 &amp; 10 Nov</i>	<i>Great Hall</i>
Prospects Transitions Event	11 Nov 2010	Panorama Room

Antiques Fair	14 Nov 10	Great Hall
<i>Visit of Amma</i>	<i>16 – 18 Nov 10</i>	<i>Great Hall</i>
Asian Wedding Exhibition	20 & 21 Nov 10	Great Hall
<i>Organ Concert</i>	<i>24 Nov 10</i>	<i>Great Hall</i>
<b>**SW4 Music Event (10K +)</b>	<i>27 Nov 10</i>	<i>Great Hall</i>
<i>Live Nation Concert (10K +)</i>	<i>30 Nov &amp; 1 Nov</i>	<i>Great Hall</i>
<i>PDC World Championship Darts</i>	<i>18 Dec – 2 Jan</i>	<i>West Hall</i>
<i>Excursions Trade Exhibition</i>	<i>15 Jan 2011</i>	<i>West Hall</i>
<i>Metropolis Concert (10K +)</i>	<i>18 &amp; 19 Jan 2011</i>	<i>Great Hall</i>
Model Engineering Exhibition	21 – 23 Jan 2011	Great Hall
<i>Make Up Trade Show</i>	<i>29 &amp; 30 Jan 2011</i>	<i>West Hall</i>
<i>Antiques Fair</i>	<i>6 Feb 2011</i>	<i>Great Hall</i>
Prospects Transitions Event	10 Feb 2011	Panorama Room
<i>Motorcycle Show</i>	<i>25 - 27 Feb 2011</i>	<i>Great &amp; West Hall</i>
<i>RYA Dinghy Show</i>	<i>5 &amp; 6 Mar 2011</i>	<i>Great &amp; West Hall</i>
<i>Woodworking Exhibition</i>	<i>11 &amp; 12 Mar 2011</i>	<i>Great Hall</i>
<i>Indian Festival</i>	<i>18 – 20 Mar 2011</i>	<i>Great Hall</i>
<i>London Festival of Railway Modelling</i>	<i>25 – 27 Mar 2011</i>	<i>Great &amp; West Hall</i>

Note: 1<sup>st</sup> Option Provisional Bookings are typed in *Italic*

\*\* Overnight event

\* 01:00 event finish

## 7. Summary and Conclusions

7.1 N/A

## 8. Recommendations

8.1 The Board notes the report.

## 9. Legal and Financial Comments

9.1 The Director of Finance and the Trust's solicitor have been sent a copy of this report.

## 10. Equalities Implications

10.1 There are no perceived equal opportunities implications in this report.

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