



NOTICE OF MEETING

Special Alexandra Palace and Park Board

MONDAY, 6TH SEPTEMBER, 2010 at 18:30 HRS - THE OLD BOXING CLUB,
ALEXANDRA PALACE, ALEXANDRA PALACE WAY, WOOD GREEN, LONDON N22 7AY.

PLEASE NOTE THE VENUE AND COMMENCEMENT TIME OF THIS MEETING

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

Non-voting representatives:

Ms V. Paley, Mr M. Tarpey and Mr N Willmott
(Alexandra Palace and Park Consultative Committee).

Observer:

Mr D. Liebeck (Chair, Alexandra Park and Palace Advisory Committee).

AGENDA

1. APOLOGIES FOR ABSENCE

2. URGENT BUSINESS

The Chair will consider the admission of any late report in relation to the items shown on the agenda.

(Please note that under the Council's Constitution – Part 4 Section B paragraph 17 – no other business shall be considered other than those items shown on the agenda sheet).

3. DECLARATIONS OF INTERESTS

A member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest **and** if this interest affects their financial position or the financial position of a person or body as described in paragraph 8 of the Code of Conduct **and/or** if it relates to the determining of any approval, consent, licence, permission or registration in relation to them or any person or body described in paragraph 8 of the Code of Conduct.

4. GOVERNANCE UPDATE (PAGES 1 - 16)

Report of the Managing Director, Alexandra Palace Trading Limited (APTL) and Project Manager on behalf of the Interim General Manager, Alexandra Palace

5. PARK AND PALACE BYE-LAWS (PAGES 17 - 24)

Report of the Park Manager Alexandra Palace – To seek approval to commence the reviewing of the byelaws for Alexandra Park and Palace.

6. EXCLUSION OF THE PUBLIC AND PRESS

That the press and public be excluded the from the meeting for consideration of Items 7-9 as they contain 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).

7. THE LEASE FOR THE OLD STATION BUILDING (PAGES 25 - 28)

Report of the Park Manager Alexandra Palace – To note the imminent expiry of the lease and decide what action, if any, to take

(Please note that under the Council's Constitution – Part 4 Section B paragraph 17 – no other business shall be considered other than those items shown on the agenda sheet).

8. APPROVAL OF WRITTEN RESOLUTIONS OF THE BOARD OF APTL ACCOUNTS (PAGES 29 - 62)

Report of the Head of Finance Alexandra Palace – to seek approval of the written resolution proposed by the Directors of Alexandra Palace Trading Limited in relation to the approval of the Financial Statements of the trading company for the financial year ending 31 March 2010, and associated issues.

9. INTEGRATED FACILITIES MANAGEMENT CONTRACT (PAGES 63 - 76)

To seek approval to award the contract for an Integrated Facilities Management (IFM) Contract.

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

Clifford Hart
Committee Manager
Tel: 020-8489 2920
Fax: 020-8489 2660
E-mail: clifford.hart@haringey.gov.uk

26 August 2010

This page is intentionally left blank



Agenda item: 4

Alexandra Palace & Park Board	on 6th September 2010
Report Title: The Way Ahead – Governance and the Future Vision	
Report of: Rebecca Kane, Project Manager for the above	
<p>1. Purpose</p> <p>1.1 To report back on progress, following the decisions taken at Board on 29 June, and the subsequent actions arising for Project Steering Group (PSG) in the following areas:</p> <ul style="list-style-type: none"> a) Financial Independence b) Structural changes to streamline processes and systems c) Timeframe and process mapping d) Master planning and the future of AP <p>1.2 (A) To seek endorsement of the financial focus recommended by PSG across AP&P.</p> <p>1.3 (B) To seek endorsement of the ‘interim’ model proposed by PSG for structural change and seek the Board’s guidance on the terms of engagement, job description and recruitment process for the Independent Advisors.</p> <p>1.4 (C) To present updated key milestones for governance reform and highlight those changes requiring Full Council approval.</p> <p>1.5 (D) Following the Board’s decision to create a “master planning” working group, to seek the Board’s approval for the terms of reference and membership of the Alexandra Park & Palace Regeneration Working Group.</p> <p>PLEASE NOTE: a verbal update will also be provided at the meeting following a Q&A session to be held (24.8.10) with stakeholders on these proposals.</p>	
<p>2. Recommendations</p> <p>2.1 That the Board supports the financial focus in the short term for APPCT, APTL and the Regeneration Working Group.</p> <p>2.2 That the Board endorses the ‘interim’ model for structural change, which includes a review of the Statutory Advisory Committee (SAC) and Consultative Committee (CC), as the most appropriate phased approach towards the longer term aspiration of legal/financial independence.</p> <p>2.3 That the Board considers the terms of engagement, job description and recruitment process for the Independent Advisors and provides guidance to officers on its preferences thereon.</p> <p>2.4 That the Board notes the key milestones and that each Trustee agrees to act as a champion for these, in a bid to help secure Full Council approval.</p> <p>2.5 That the Board considers the draft terms of reference and proposed membership of the Alexandra Park & Palace Regeneration Working Group.</p>	

2.6 That the Board either approves the draft terms of reference and proposed membership of the Alexandra Park & Palace Regeneration Working Group or provides guidance to officers to amend them according to the wishes of the Board.

2.7 That the Board recommends the full Council to delegate to the Board the recruitment, selection and appointment of the independent advisers to the Board

Report Authorised by: **Rebecca Kane, Managing Director, APTL on behalf of Andrew Gill, Interim General Manager for APPCT**

Contact Officer: **Rebecca Kane, Managing Director, Alexandra Palace & Park, Alexandra Palace Way, Wood Green N22 7AY Tel No. 020 8365 4343**

3. Executive Summary

3.1 The Project Steering Group (PSG) for Governance and Future Vision met on 26 July 2010 and it considered the actions arising from the Board meeting on 29 June 2010.

3.2 PSG now recommends key actions and decisions relating to the governance and future vision project which include: defined areas for financial focus and an 'interim' model of governance which provides a phased approach to total independence in the longer term.

3.3 It is recommended that the SAC and CC undertake a review of their own function and effectiveness as part of the governance reform.

3.4 A Q&A session with key stakeholders will be held on 24.8.10 where the changes outlined in this paper will be presented and comments sought which will be relayed to Trustees at their Board meeting.

3.5 The Board has decided to appoint Independent Advisors and the Board is now asked to provide guidance to the Interim General Manager regarding the role, terms of engagement and recruitment of Independent Advisors to the Board.

3.6 The key milestones for securing the required support for undertaking changes to the governance of AP&P include presentations to member groups, briefings for the Leader/Opposition Leader of LBH, ongoing stakeholder engagement, terms for appointing the independent advisors to the Board and Full Council approval by year end.

3.7 The decision to appoint independent advisors to the Board of Trustees requires Full Council approval. Full Council will be asked to delegate the recruitment and selection of the advisors to the Board of Trustees.

3.8 The Board has decided to create a Master Planning working group and the PSG has recommended that this group be called the Alexandra Park & Palace Regeneration Working Group (APPRWG).

3.9 This report details the proposed terms of reference as approved by PSG, membership and reporting lines for the APPRWG.

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

4.1 Decisions taken by the Board on 29 June 2010.

5. Local Government (Access to Information) Act 1985

5.1 N/A

6. Description

6.1 The Project Steering Group (PSG) for Governance and Future Vision met on 26 July 2010 and it considered the actions arising from the Board meeting on 29 June 2010.

6.2 **A) Financial independence** has been agreed as a longer term aspiration of the Trustees. In the meantime the following immediate focus is recommended by PSG:

APTL:	increase profit and drive commercial activity
APPCT:	fundraise
Master Plan:	identify untapped investment sources/funding (to include quick wins as well as longer term investment)

6.2.1 **B) Structural changes to streamline processes and systems** – PSG recommends that an ‘interim’ model is adopted by the Trustees. The main features of this model are proposed as follows:

- Combined and more effective stakeholder forum: SAC and CC
- Appointment of independent advisors to the Board

See diagram at Appendix 1

6.2.2 PSG concluded that the organisation is too far removed from the ultimate solution of legal and financial independence but that both should remain longer term aspirations of the Board. It is recommended that the ‘interim’ model provides a phased approach in the meantime.

6.2.3 The Chair, Interim GM and the MD met with the Chair of the SAC to explore these proposals and agreed the following: SAC and CC to be requested to hold an inaugural joint meeting at which both groups need to agree a process for ‘holding a mirror to themselves’, as the Trustees have done, and identify actions to streamline their processes and improve effectiveness; including consideration of the necessity of having two separate groups. Pending approval by the Board of Trustees to the ‘interim’ model proposed, this action will be tabled for approval at both the SAC (7 Sept) and the CC’s (14 Sept) forthcoming meetings.

6.2.4 It was recognised that whilst the SAC is constituted by an Act of Parliament, like the Board of Trustees, there could be means of enhancing its current remit/membership and that this should not be ruled out without thorough investigation.

6.2.5 The SAC will also be asked, via the Park Manager for APPCT, to undertake a review of the AP byelaws.

6.2.6 In an effort to continue the positive and transparent dialogue between Trustees and stakeholders, a Q&A session will be held on 24 August where a governance update will be presented and stakeholders will have an opportunity to ask questions and provide feedback to the Trustees on the ‘interim’ model and next steps contained within this paper. A verbal update will be provided to trustees at Board.

6.2.7 With regard to the role of Independent Advisors to the Board, the PSG agreed that the Interim General Manager would be asked to identify the skills required and to draft a suitable Job Description, terms of engagement and the recruitment process.

6.2.8 The Interim General Manager requests further guidance from the Board regarding its preferences for the Independent Advisors, including;

- The terms of engagement (it is suggested that the role is unpaid but that reclaiming of reasonable expenses is allowed),

- The Job Description, in terms of what the Board expects an Independent Advisor to actually do in support of the Board’s strategies and objectives.
- The recruitment process, in terms of how many Independent Advisors the Board wishes to appoint, where and how the Board wishes to advertise the posts and the membership of the Appointment Panel.

6.3 C) Time frame and process mapping

6.3.1 At PSG it was agreed that a detailed note regarding the historic background to AP&P was required. This will be circulated to both Lib Dem and Labour group members before face to face presentations are made in September (dates TBA). The aim of these sessions is to ensure groups are aware of the challenges faced at AP&P and understand the governance changes and regeneration work to be undertaken in advance of Full Council approval.

6.3.2 The decision to appoint independent advisors to the Board of Trustees requires Full Council approval. Full Council will be asked to delegate the recruitment and selection of the advisors to the Board of Trustees.

6.3.3 The table below highlights the key milestones and time frame for the next steps:

JULY	
	Examine best practice from other trusts e.g. Eden and Bexley
AUGUST	
24 August	Feedback to stakeholders / seek input
SEPTEMBER	
6 Sept.	APPCT Board Trustees to approve ‘interim’ model Input into TOR/JDs for Independent Advisors
7 and 14 Sept.	Engage SAC and CC 1. Review: streamline processes, improve efficiencies, joint meetings 2. Approach to undertake review of AP byelaws
Date TBA	Present overarching strategy for change to: Lib Dem Group Labour Group
Throughout period	Leader of Council and Opposition Leader briefings – ongoing Cabinet made aware of Trust decision re structural change and SAC/CC work Charity Commission and stakeholders updated
OCTOBER	
5 Oct	APPCT Board Approval of JDs, TOR and recruitment of Independent Advisors Update from SAC/CC review
18 Oct	FULL COUNCIL approval sought: - delegation of recruitment, selection and appointment of

	<p>independent advisers to Board of Trustees</p> <ul style="list-style-type: none"> - Inform re creation of the AP&P Regeneration Working Group
--	--

6.4 D) Master planning and the future of AP&P:

6.4.1 With regard to the Alexandra Park & Palace Regeneration Working Group (APPRWG), the PSG considered a draft Terms of Reference document which sets out;

- the context for the creation of the APPRWG
- the role and responsibilities of the APPRWG and its Chair
- the reporting arrangements for the APPRWG
- the arrangements for meetings of the APPRWG
- the process for decision making and recommendations to APPB
- membership of the APPRWG

6.4.2 The primary purpose of the APPRWG is to develop, manage and coordinate an integrated regeneration strategy and master plan for the Palace and surrounding park.

6.4.3 The governance structure of the Trust allows for the creation of Working Groups to focus on specific issues and to advise the Board accordingly e.g. the Theatre Working Group which was created some years ago.

6.4.4 Given that the Trustees are solely accountable for strategic decisions affecting the Charity, the role of a Working Group is limited by its terms of reference and the need to refer decisions for approval by the Board.

6.4.5 The process for referring matters from a Working Group to the Board is via the Trust’s Chief Officer, currently the Interim General Manager.

6.4.6 Board members will note that the Chair of the APPRWG will be required to report to the Council’s Regeneration Stream Board (and CEO’s Management Board if appropriate).

6.4.7 The matter of master planning for Alexandra Park & Palace is clearly of utmost importance to the Trust and it is also a spatial planning matter for the Council, which is currently holding the sum of £50K on behalf of the Trust in order to ‘pump prime’ the master planning process.

6.4.8 Alexandra Palace has liaised with the Council’s Planning & Regeneration service in preparing for the creation of the APPRWG and it is hoped that the link between the Trust and the Council’s Planning & Regeneration service via the APPRWG should enable the Council to assist the Trust by deploying the Council’s resources as necessary.

6.4.9 The APPRWG’s initial priorities will be to devise an outline plan for its work including key milestones etc. and to address any ‘quick wins’ which could generate income without hindering the longer term delivery of the eventual master plan.

6.5 Consultation

6.5.1 Extensive consultation has taken place between the Board of Trustees and a myriad of local and business stakeholders regarding the work to date on both governance and the need to formulate a future vision for AP&P.

6.5.2 This consultation includes:

- | | |
|--------------|---|
| OCTOBER 2009 | Stakeholder Forum |
| DEC 2009 | Feedback invited from groups on outputs |

MARCH 2010
MAY 2010

Exhibition Road Show
Open Day

6.5.3 A Q&A for stakeholders is planned for 24 August 2010 where attendees will be presented with an update on this project and have a chance to ask questions. Feedback from the session will be presented to trustees by way of a verbal update when this paper is presented.

7 Recommendations

- 7.1 That the Board supports the financial focus in the short term for APPCT, APTL and the Regeneration Working Group.
- 7.2 That the Board endorses the 'interim' model for structural change, which includes a review of the Statutory Advisory Committee (SAC) and Consultative Committee (CC), as the most appropriate phased approach towards the longer term aspiration of legal/financial independence.
- 7.3 That the Board considers the terms of engagement, job description and recruitment process for the Independent Advisors and provides guidance to officers on its preferences thereon.
- 7.4 That the Board notes the key milestones and that each Trustee agrees to act as a champion for these, in a bid to help secure Full Council approval.
- 7.5 That the Board considers the draft terms of reference and proposed membership of the Alexandra Park & Palace Regeneration Working Group.
- 7.6 That the Board either approves the draft terms of reference and proposed membership of the Alexandra Park & Palace Regeneration Working Group or provides guidance to officers to amend them according to the wishes of the Board.
- 7.7 That the Board considers the terms of engagement, job description and recruitment process for the Independent Advisors and provides guidance to officers on its preferences thereon.
- 7.8 That the Board recommends the full Council to delegate to the Board the recruitment, selection and appointment of the independent advisers to the Board

8 Legal Implications

8.1 The Trust Solicitors comments are as follows:

Change to remit and membership of the SAC

8.1.1 Paragraph 6.2.1 refers to "a combined and more effective stakeholder forum : SAC and CC. Paragraph 6.2.4 recognises the fact that the SAC is constituted by an Act of Parliament and that enhancing its current remit and membership should not be ruled out without thorough investigation. The Alexandra Park and Palace Act 1985 does contain provisions at Schedule 1 which enable certain amendments to be made, subject to the approval of the Charity Commission or the High Court. The amendments relate to membership. Amendment to the remit may be more difficult but can be given further consideration if appropriate.

Appointment of independent advisers to APP Board

8.1.2 As recognised at paragraph 6.3.2 the appointment of independent advisers to the Board requires full Council approval. The relevant provision is in Part Four Section B of the Council's constitution which provides as follows:

“The Council may resolve that non-voting members, assessors and advisers shall also be appointed to any such committee or other body, and shall hold office until the annual meeting in the year following their appointment or for so long as the Council deem appropriate, whichever is the earlier; and if they resolve to make such appointments, shall specify the number of appointments to be made and the functions in relation to the body that each person so appointed may exercise.”

- 8.1.2 Board members will need to have this provision in mind, particularly the functions in relation to the Board that each independent adviser is to exercise, when they formulate the guidance requested by the Interim General Manager at paragraph 6.2.8 of the Report.

Master Planning

- 8.1.4 The issue of master planning is bound in with the issue of the charity’s strategy and objective. They are inextricably linked in the sense that without knowing what can be done in a planning context the trustees cannot decide upon and adopt an amended strategy and objective. Board members should bear in mind that the master planning debate will inform their further deliberations upon strategy and objective. It may be helpful for the Board to be reminded that on 12 January 2010, at Resolution APBO008 (iv) they resolved:

“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 the adoption of a new objective by the Board.”

- 8.1.5 Within this context the Board should be clear that the role of the working group is to bring forward recommendations upon a planning and regeneration strategy rather than on the strategy and objective of the charity. Further the role of the group is an advisory one; it is not a decision making group and the Board must ensure that it retains the decision making role and does not seek to delegate it. In due course once the Board has received recommendations upon the planning and regeneration strategy it will need to consider and decide upon its future strategy and objective.

9 Financial Implications

- 9.1 In 2010/11 a budget allocation of £30,000 was approved by the Trustees to complete this work. Actual spend YTD is £14k. No additional budget is anticipated at this stage. If additional funding were required, Trustees would be asked to redirect funds from other revenue budgets.

- 9.2 The LB Haringey CFO comments are as follows:

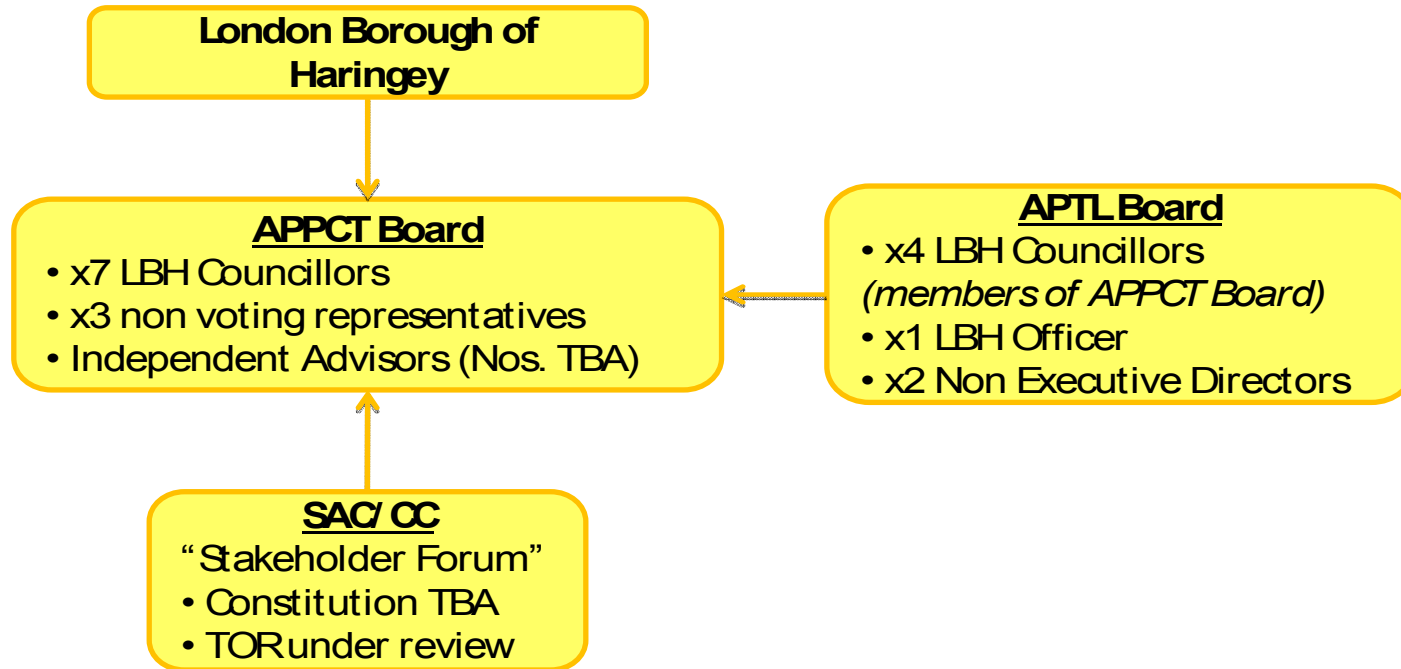
The Council has set aside £50k as a contribution towards the cost of Master Planning and it is intended that this money is used to lever in additional funds for this exercise. The review of the governance arrangements is an important piece of work and the Council notes the work to date that has been achieved in this and that the momentum is being maintained. Any proposals that are taken forward, including costs arising from changes to the board, new advisors etc. must be contained within the overall budget for AP&P Trust.

10 Use of Appendices/Tables/Photographs

- 11.1 Appendix 1 – Interim model
- 11.2 Appendix 2 - Draft Terms of Reference for Alexandra Park & Palace Regeneration Working Group

Interim Model

APPENDIX ONE



Alexandra Park & Palace Regeneration Working Group

Terms of Reference

Context

Alexandra Park & Palace is an iconic, cultural and leisure destination for domestic and international visitors. Its' rich historic background and unique setting have resulted in both the palace and grounds being protected by heritage listings and parliamentary acts, preserving the status of this important Haringey landmark.

Haringey Council currently provides an annual funding packaging of £2 million to the Trust. Additionally, approximately £500,000 is raised by Alexandra Palace Trading Limited (APTL) through commercial activities. It is estimated that the annual maintenance costs for the building (if 100% operational) is approximately £4 million per annum.

A sizable portion of the Palace is in a poor state of disrepair and it is estimated that within 12 to 24 months major failings are likely to occur to the fabric of the building. This will have a further detrimental impact on the cultural, commercial and community activities that take place within the building and grounds.

The 196 acre Park benefitted recently from HLF funding and has won the Green Flag award for several consecutive years.

At present approximately 50% of the available space within the Palace building itself is in use. The remaining areas including the Theatre, basement area and former BBC studios are either underused, derelict, or in need of significant investment in order to bring them back into a usable condition.

Role

The role of the Working Group will to oversee and give direction to the design, formulation and adoption of a sustainable regeneration strategy for Alexandra Park & Palace. This will include the delivery of a strategic master plan which will provide an integrated framework for future commercial and development delivery.

APPRWG Responsibilities

- To be responsible for overall management, co-ordination and delivery of an integrated regeneration strategy and master plan for the Palace and surrounding park.
- To approve and commission work and/or agencies to undertake work as required in order to deliver the overall objectives.

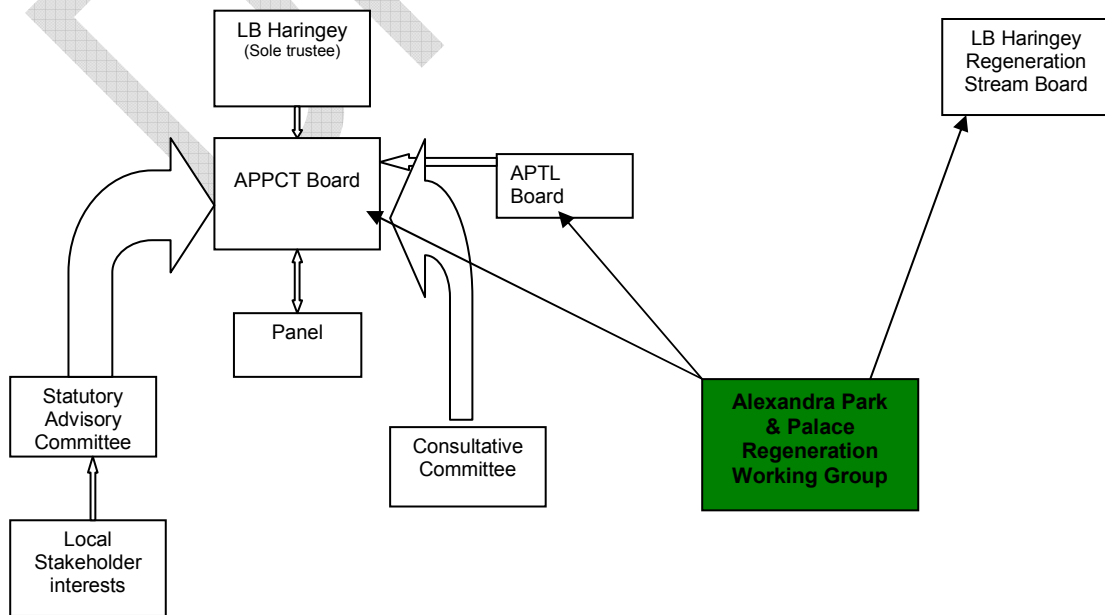
- To support and challenge key work streams within the programme and monitor agreed outputs via a common project management framework approach.
- To resolve risks and issues as identified by either members or related project/steering groups
- To agree change requests escalated to the board. Significant change requests must be discussed and approved by the chair before requesting approval from the board
- To promote, disseminate and showcase the project to potential strategic partners
- To seek endorsement from and lobby external agencies for technical, resource and funding support
- To provide strategic insight, manage dependencies and ensure coherence between strategic partners and stakeholders
- To commit resources across as appropriate to enable the delivery of project elements or work streams
- To be accountable for the overall budgetary control of the project, including funding raised, and associated work .

Role of the Chair

- To oversee and direct the strategic objectives of the working group.
- To report to the Alexandra Park & Palace Board of Trustees via the General Manager.
- To report to the LB Haringey’s Regeneration Stream Board (and CEO’s Management Board if appropriate).

Reporting arrangements

Alexandra Palace Regeneration Project Board Reporting Lines



Meetings

- The Working Group will meet once a month.
- The agenda papers will be sent out prior to the meeting and agreed at each meeting.

Decision Making and Recommendations

- Wherever possible, decisions will be made on the basis of consensus. However, to make decisions, the agreement of the chair or vice chair must be given.
- The working group will make recommendations to the APPB where decisions by trustees are made.
- The working group has the authority to escalate any relevant issues for discussion where it feels necessary.
- Ultimate authority for the working group is derived from the APPB who have created this working group.

Membership

The Membership of the Working Group is agreed and confirmed by the group as set out below. The Group may, as and when appropriate, agree to invite new members if appropriate and beneficial to achieve the strategic objectives of the project.

Name	Position	BHPB Role
Niall Bolger	Director of Urban Environment	Chair and Council Sponsor
Julie Parker	Director of Corporate Resources	Member
Rebecca Kane	Managing Director - Alexandra Palace Trading Ltd	Member
Andrew Gill	Interim General Manager - Alexandra Park & Palace Charitable Trust	Member
Rick Wills	Non Executive Director – Alexandra Palace Trading Ltd	Vice Chair and Member
Kumar Muthalagappan	Non Executive Director – Alexandra Palace Trading Ltd	Member
Mark Hopson	Physical Regeneration – Planning and Regeneration	Member
External Rep (TBC as and when required)		
TBA	Independent Advisors to APPB to be invited once appointed by the Trust	

This page is intentionally left blank

ADDENDUM TO AGENDA ITEM 4 GOVERNANCE UPDATE

Draft Alexandra Park & Palace Regeneration Working Group Terms of Reference and Membership (As amended by the Interim General Manager August 2010)

Context

Alexandra Park & Palace is an iconic, cultural and leisure destination for domestic and international visitors. Its' rich historic background and unique setting have resulted in both the palace and grounds being protected by heritage listings and parliamentary acts, preserving the status of this important Haringey landmark.

Haringey Council currently provides an annual funding packaging of £2 million to the Trust. Additionally, approximately £500,000 is raised by Alexandra Palace Trading Limited (APTL) through commercial activities. It is estimated that the annual maintenance costs for the building (if 100% operational) is approximately £4 million per annum.

A sizable portion of the Palace is in a poor state of disrepair and it is estimated that within 12 to 24 months major failings are likely to occur to the fabric of the building. This will have a further detrimental impact on the cultural, commercial and community activities that take place within the building and grounds.

The 196 acre Park benefitted recently from HLF funding and has won the Green Flag award for several consecutive years.

At present approximately 50% of the available space within the Palace building itself is in use. The remaining areas including the Theatre, basement area and former BBC studios are either underused, derelict, or in need of significant investment in order to bring them back into a usable condition.

Role

The role of the Working Group will **be in a non-decision making capacity and will report its findings and recommendations to the Alexandra Palace and Park Board (APPB) for its consideration. The Working Group will** oversee and give direction to the design, formulation and adoption of a sustainable regeneration strategy for Alexandra Park & Palace, and will include the delivery of a strategic master plan which will provide an integrated framework for future commercial and development delivery. **The Working Group will report any findings or seek endorsement of the APPB via the Interim General Manager Alexandra Palace**

APPRWG Responsibilities

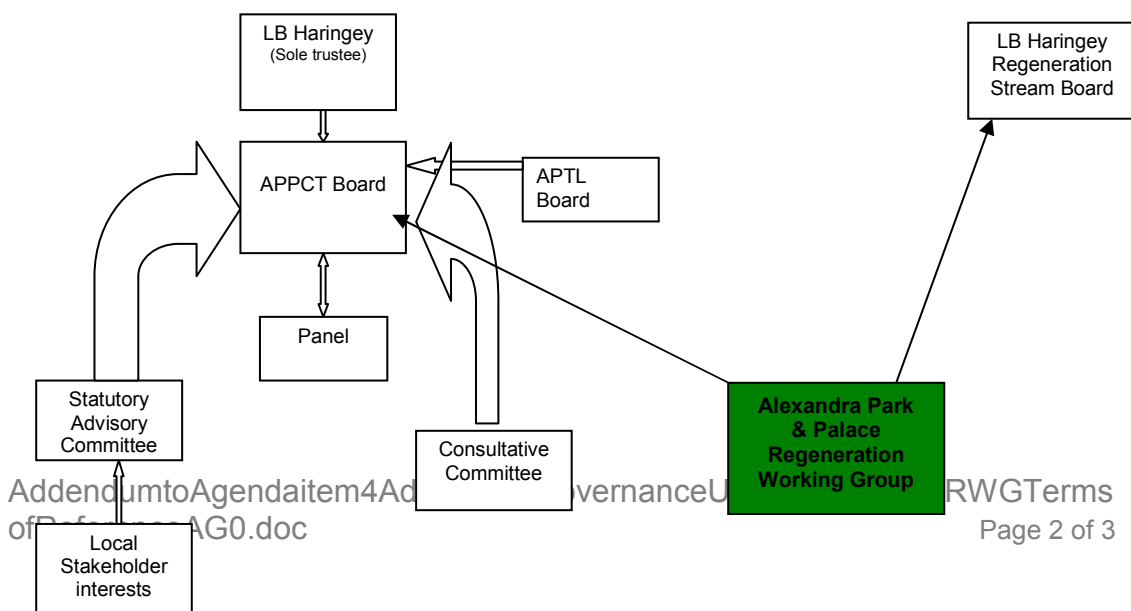
- To be responsible for overall management, **and** co-ordination of an integrated regeneration strategy and master plan for the Palace and surrounding park, **and seek approval of the APPB for delivery of a integrated regeneration strategy and master plan.**
- To **recommend to the APPB** the approval and commissioning of work and/or agencies to undertake work as required in order delivering the overall objectives.
- To support and challenge key work streams within the programme and monitor agreed outputs via a common project management framework approach.
- To resolve risks and issues as identified by either **Working Group** members or related project/steering groups
- To agree change requests escalated to **the APPB with** significant change requests **being** discussed and approved by the **Chair of the Working Group** before requesting approval from the **APPB**
- To promote, disseminate and showcase the project to potential strategic partners
- To seek endorsement from and lobby external agencies for technical, resource and funding support
- To provide **the APPB with** strategic insight, manage dependencies and ensure coherence between strategic partners and stakeholders
- To **seek approval from the APPB** to commit resources as appropriate to enable the delivery of project elements or work streams
- To be accountable **to the APPB** for the overall budgetary control of the project, including funding raised, and associated work.

Role of the Chair

- To oversee and direct the strategic objectives of the working group.
- To report to the Alexandra Park & Palace Board of Trustees via the General Manager.
- To report to the LB Haringey’s Regeneration Stream Board (and CEO’s Management Board if appropriate).

Reporting arrangements

Alexandra Palace Regeneration Project Board Reporting Lines



Meetings

- The Working Group will meet once a month.
- The agenda papers will be sent out prior to the meeting and agreed at each meeting.

Decision Making and Recommendations

- Wherever possible, decisions will be made on the basis of consensus. However, to make decisions, the agreement of the chair or vice chair must be given.
- The working group will make recommendations to the APPB where decisions by trustees are made.
- The working group has the authority to escalate any relevant issues for discussion where it feels necessary.
- Ultimate authority for the working group is derived from the APPB who have created this working group.

Membership

The Membership of the Working Group is agreed and confirmed by the group as set out below. The Group may, as and when appropriate, agree to invite new members if appropriate and beneficial to achieve the strategic objectives of the project.

Name	Position	BHPB Role
Niall Bolger	Director of Urban Environment	Chair and Council Sponsor
Julie Parker	Director of Corporate Resources	Member
Rebecca Kane	Managing Director - Alexandra Palace Trading Ltd	Member
Andrew Gill	Interim General Manager - Alexandra Park & Palace Charitable Trust	Member
Rick Wills	Non Executive Director – Alexandra Palace Trading Ltd	Vice Chair and Member
Kumar Muthalagappan	Non Executive Director – Alexandra Palace Trading Ltd	Member
Mark Hopson	Physical Regeneration – Planning and Regeneration	Member
External Rep (TBC as and when required)		
TBA	Independent Advisors to APPB to be invited once appointed by the Trust	

This page is intentionally left blank



Agenda item:

Special Alexandra Palace & Park Board**on 6th September 2010**Report Title: **Park and Palace Byelaws**Report of: **Mark Evison, Park Manager****1. Purpose**

- 1.1 To start the process of considering whether the byelaws for Alexandra Park and Palace are fit for purpose and up to date.
- 1.2 To begin a consultation exercise so relevant stakeholders can input into the review process.

2. Recommendations

- 2.1 That the Alexandra Palace and Park Board consider whether to review the palace and park byelaws.
- 2.2 If it is agreed to review the byelaws, then the Board requests the Alexandra Park and Palace Advisory Committee and the Alexandra Palace and Park Consultative Committee and other stakeholders consider the byelaws and give their advice on updates or amendments.
- 2.3 That officers present the advice of the two committees and other stakeholders to the Board at a future Meeting.

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

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

3. Executive Summary

- 3.1 The current byelaws are dated 31st May 1929.
- 3.2 Much of the terminology is outdated and many offences have been superseded by statute.
- 3.3 The remit of the two committees allows for them to consider this matter and advise Trustees. Other relevant stakeholders will also be consulted.

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 N/A

6. Description

- 6.1 The existing Byelaws were made on 31 May 1929 under what was then Section 18 of the 1900 Act. That section was repealed by the 1966 Order which effectively transferred Alexandra Palace to the Greater London Council (GLC). Paragraph 8 of the 1966 Order stipulated that any Byelaws in force shall have effect as if they had been made by the GLC. That particular paragraph survived the 1985 change and appears in schedule 3 to the 1985 Act, which sets out the provisions from the earlier legislation that remain in force
- 6.2 The Board is not asked at this point to consider the particular details of the existing byelaws but to decide whether or not the 1929 Byelaws should be reviewed and possibly updated in view of both the change of circumstances over the last 80 odd years and perhaps more particularly the change in language.
- 6.3 A review of the byelaws could include relevant details relating to traffic and car parking in light of the potential to enact a car park charging scheme in the future.
- 6.4 The Trustees will retain the final decision making power and what is being sought from the Alexandra Park and Palace Advisory Committee and Alexandra Palace and Park Consultative Committee is advice. The Board may or may not accept that advice.

7. Consultation

- 7.1 As a starting point for a review it is recommended that the relevant stakeholders are consulted and asked to input their views.
- 7.2 Alexandra Park and Palace Advisory Committee and the Alexandra Palace and Park Consultative Committee both have a relevant remit to give their advice on any necessary updates or amendments.
- 7.3 In terms of the Alexandra Park and Palace Advisory Committee there are two paragraphs in the "functions" provisions of the Act which are relevant. These are
- (vi) the establishment and maintenance of the Park as a Metropolitan Park and
 - (vii) the furtherance of recreation and leisure in the Alexandra Park and Palace.
- 7.4 Object 1.1. of the Alexandra Palace and Park Consultative Committee is "To give representatives...the opportunity of full discussion on general matters affecting Alexandra Palace and Park."
- 7.5 Other important stakeholders include Alexandra Palace Trading Limited (APTL), the Police and Local Authority. APTL's input will be particularly relevant in reviewing any particular byelaws that affect the building.

8. Recommendations

- 8.1 That the Alexandra Palace and Park Board consider whether to review the palace and park byelaws.
- 8.2 If it is agreed to review the byelaws, then the Board requests the Alexandra Park and Palace Advisory Committee and the Alexandra Palace and Park Consultative Committee and other stakeholders consider the byelaws and give their advice on updates or amendments.
- 8.3 That officers present the advice of the two committees to the Board at a future Meeting.

9. Legal Implications

- 9.1 The Trust solicitor's advice has been incorporated into this report.
- 9.2 The LBH Head of Legal Services comments that any new byelaws would require confirmation by the Secretary of State for Communities and Local Government unless Regulations are made in the near future specifying an alternative procedure for byelaws of this kind.

10. Financial Implications

- 10.1 The LBH Chief Financial Officer notes the contents of the report and that any additional costs incurred must be contained within the current AP&P budgets.
- 10.2 The review will be incorporated into the park manager's work programme.
- 10.3 There will be some Legal costs and these will be met by existing budgets.
- 10.4 Eventual replacing the existing byelaw signs will be met from the existing park budget.

11. Use of Appendices/Tables/Photographs

- 11.1 Appendix 1: Alexandra Park and Palace Byelaws.



BYELAWS

This notice sets out the byelaws made on the 31st May 1929 by the Alexandra Park Trustees under Section 18 of the Alexandra Park and Palace (Public Purposes) Act 1900 and allowed by the Ministry of Health on the 11th June 1929, as amended by bye-laws made by the Trustees on the 6th September 1938 and allowed by the Ministry of Health on the 23rd September 1938 and further amended by Section 31 of the Criminal Justice Act 1977. By virtue of the Alexandra Park and Palace Order 1966 and the Ministry of Housing and Local Government Provisional Order Confirmation (Greater London Parks and Open Spaces) Act 1967 the Trustees are now the Mayor and Burgesses of the London Borough of Haringey and the bye-laws take effect as if made by them.

1. Throughout these byelaws the expression "the Trustees" means the Alexandra Park and Palace (Public Purposes) Act, 1900; the expression "the Park and Palace" means all the lands, buildings, and hereditaments known as the Alexandra Park and Palace and defined by Section 2 of the above-mentioned Statute. Provided that these byelaws shall not be deemed to apply to that portion of the Park which is now let as a race-course until the expiration or other sooner determination of the existing tenancy thereof.
2. The provisions contained in the paragraphs numbered (4), (8), (10), (13), (14), (15) and (22) of the byelaw numbered 3 (three) shall not be deemed to apply to any officer of the Trustees in the proper execution of his duty or to any person or servant of any person employed by the Trustees in the proper execution of any work in connection with the laying out or maintenance of the Park and Palace.
3. The acts and things specified in the following paragraphs numbered (1) to (34) respectively are hereby prohibited in the Park and Palace and declared to be offences:
 - (1) Removing, injuring or in any way interfering with any fountain, monument, bust, post, chain, railing, fence, wall, seat, barrier, gate, lamp, lamp-post, light, illumination, notice-board or plate, fire appliances, watch box, house, building, shed, urinal, water-closet, military or other flag, mark or signal, magazine, rifle butt, signal, mantlet, military appliance, or other matter or thing, or defacing or disfiguring the same by posting or affixing in any way any bill, placard, or notice, or by cutting or writing, stamping, printing or marking thereon.
 - (2) Cutting, digging up, felling, plucking, breaking, climbing up or upon or doing damage or injury to timber or any tree, shrub, brushwood, fencing post, pole, gorse, heather, furze, fern, turf, grass, flower, or other plant.
 - (3) Taking, digging, cutting, breaking, damaging or removing any gravel, sand, sod, bog-earth, clay, turf, mould, soil, water, ice or other substance, except in pursuance of some lawful right or privilege.
 - (4) Lighting any fire, burning or doing any act which might cause any timber, wood, brushwood, gorse, heather, furze, fern, earth, paper, rubbish, or other substance, to be burned.
 - (5) Going or attempting to go into any enclosed plantation or temporary enclosure or walking or running over standing, sitting or lying on any part of any flower-bed or any shrub, underwood, gorse, or other plant or any ground in course of preparation or cultivation as a flower-bed or for the reception or growth of any tree, sapling underwood, gorse, or other plant.

- (6) Going or attempting to go on the ice on any pond or lake when it is frozen, after notice that the ice is dangerous has been affixed in a prominent place by the Trustees' Officer or the Police.
- (7) Committing an encroachment or making any enclosure.
- (8) Erecting or placing any photographic apparatus for trade purposes or any post, rail, fence, pole, peg, spike, tent, booth, screen, stand, swing, or other building or erection of any kind whatsoever without the written consent of the Trustees.
- (9) Depositing or leaving any timber, bricks, sand, stone, refuse, rubbish manure, snow, dead animal, or other matter or thing except in a receptacle provided for the purpose of any paper such as is likely to affect or tend to affect injuriously the amenities of the Park and Palace.
- (10) Turning out to graze or feed any bull, ox, cow, heifer, steer, calf, sheep, swine, horse, ass, mule, goose, duck, fowl or other animal without right or the written consent of the Trustees
- (11) Construction or laying any sewer, drainpipe or waterway or other matter of like nature.
- (12) Making or forming a new road or path
- (13) Drawing, driving or propelling at a rate exceeding eight miles per hour, or so as to endanger the public or without the written consent of the Trustees, drawing, driving, propelling, standing or placing on or across the turf or ground other than that laid out for vehicular traffic, on or over any footpath or in any shrubbery, any gun or gun-carriage, limber or wagon cart, carriage, van, velocipede, bicycle, tricycle, truck, wheel-barrow, or vehicle or using for heavy traffic any road on which adequate notice is placed restricting its use to light traffic or learning or teaching the driving of any motor vehicle or failing to give audible warning when overtaking any person. Provided that the rate of miles per hour limited by this byelaw shall as regards motor vehicles be 20 and as regards bicycles and tricycles be 10 in lieu of 8.
- (14) Riding any horse above the rate of eight miles per hour or so as to endanger the public except in case of accident or other sufficient cause, or leading from horse-back another horse on which there is not rider, or riding, leading, lunging or breaking in any horse, ass, mule or other animal except in any part set apart by the Trustees for the purpose and indicated by adequate notice.
- (15) Using any part for shaking or beating any carpet, mat or other thing, or drying or bleaching clothes or other fabric, placing clothes or other fabrics on any part of the trees or bushes, or on or overhanging the turf, grass or ground, or for shaking, beating, or brushing any carpet, mat or other thing.
- (16) Washing clothes or other things in any lake, pond or trough or doing any act likely to cause the pollution of the water in any drinking fountain.
- (17) Bathing or washing any dog or other animal, or allowing any dog or other animal to swim in any lake or pond.
- (18) Sorting, rags, bones or other matter of like nature.
- (19) Plying for hire with, or letting out any horse, pony, mule, ass, goat or other animal or any carriage or goat-chaise without the written consent of the Trustees.
- (20) Using as a standing place for any saddle-horse, pony, mule, ass, goat or other animal or for any carriage or goat-chaise any place except that set apart for the purpose and indicated by adequate notice.

- (21) Bird-catching, bird-trapping or laying or placing any net or trap for the taking of birds, taking birds' eggs or nests, or shooting or chasing, or attempting to shoot or chase any bird, game or animal or throwing any stone or stick or other missile with intent to injure or catch any bird, game or animal or in any other way interfering with fish, water-fowl or other animal or fishing without the written consent of the Trustees. Provided that the foregoing byelaw shall not be deemed to apply in any case where an offence is committed against the Malicious Damage Act 1861.
- (22) Firing any gun, pistol, revolver or other fire-arm, loitering with any fire-arm, discharging any firework, catapult or sling or throwing any stone, stick or other missile, or using any syringe, squirt or other instrument.
- (23) Wilfully obstructing, disturbing, interrupting or annoying any person in the proper use of the Park and Palace, or behaving in any indecent or disorderly manner.
- (24) Holding or taking part in any running, fighting, boxing, wrestling or walking match except with the written consent of the Trustees.
- (25) Soiling or defiling any building, tree, shrub, wall, railing, fence, magazine, butt, mantlet, seat or other thing or the water in any pond or lake.
- (26) Selling or offering for sale or letting for hire any article or distributing any bill or like thing, or placing any chair or seat for hire without the written consent of the Trustees.
- (27) Soliciting or gathering any money without the written consent of the Trustees. Provided that nothing in this byelaw shall interfere with the operation of any regulations made under Section 5 of the Police Factories, & Co., (Miscellaneous Provisions) Act 1916.
- (28) Practising gymnastics, playing or making preparation to play any game, taking part in any sport, entertainment, or dancing, bathing, washing, boating or sailing any model yacht without the written consent of the Trustees except on the parts or places respectively set apart therefore.
- (29) Delivering, uttering or reading any public speech, lecture, prayer, scripture, sermon, or address of any kind or description whatever, or to the annoyance of any person singing any sacred or secular song, playing or making sounds on any musical instrument, entering into any public discussion, or holding or causing or taking part in any public assemblage without the written consent of the Trustees.
- (30) Interfering with, obstructing or annoying any person or persons who, with the written consent of the Trustees, or in pursuance of any of these byelaws, or any general authority or Act of Parliament, are engaged in military exercises, or are playing or have made preparation to play any lawful game, or are riding, skating, fishing, playing music or delivering any public address.
- (31) Resisting, or aiding or inciting any person to obstruct or resist any Officer of the Trustees or other person in the execution of his duty or the lawful exercise of any authority under these byelaws.
- (32) Taking into or having any dog or dogs not led by a chain or string or other sufficient fastening or taking into or having in any enclosed place where notices prohibiting the admission of dogs are exhibited any dog or dogs.
- (33) Taking into or driving any omnibus, cart, business conveyance, wheelbarrow, or truck without the written consent of the Trustees.
- (34)
 - (a) Occupying any seat if in a verminous or offensively filthy condition.
 - (b) Lying about if in a verminous or offensively filthy condition.

4. Where the Trustees set apart a sanitary convenience for the use of one sex, as indicated by a notice affixed or set up in a conspicuous position near to such sanitary convenience, a person of the opposite sex shall not improperly enter to use such sanitary convenience.
5. Every person who shall offend against any of the foregoing byelaws shall be liable for every such offence to a penalty of fifty pounds. Provided nevertheless, that a Justices or Court before whom any complaint may be made or any proceedings may be taken in respect of any such offence may, if they think fit, adjudge the payment, as a penalty, of any sum less than the full amount of the penalty imposed by this byelaw.

Provided also that a penalty shall not be recoverable under these byelaws where an offence is committed against the Metropolitan Police Act 1839.

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

This page is intentionally left blank