

NOTICE OF MEETING

INFORMAL JOINT MEETING OF THE ALEXANDRA PARK & PALACE STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE & PARK CONSULTATIVE COMMITTEE

(Alexandra Park & Palace Advisory Committee established by Statute in 1985)

To: The Members of the
Advisory Committee (Statutory) and the Consultative Committee

Ken Pryor - Deputy Head of Local
Democracy and Member Services
7th Floor, River Park House
225 High Road, Wood Green
London, N22 8HQ

Contact: Natalie Cole, Principal Committee
Co-ordinator
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Dear Member,

A **JOINT INFORMAL MEETING OF THE ALEXANDRA PARK AND PALACE ADVISORY
COMMITTEE AND THE ALEXANDRA PALACE AND PARK CONSULTATIVE
COMMITTEE** will take place on **TUESDAY, 5TH APRIL, 2011** commencing at **19:30hrs** in
**THE LONDESBOROUGH ROOM, ALEXANDRA PALACE WAY, WOOD GREEN,
LONDON N22** to consider the business set out in the Agenda detailed below.

Yours sincerely

Natalie Cole
Clerk to the Committee

AGENDA

1. ELECTION OF CHAIR

2. APOLOGIES FOR ABSENCE

3. 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.

4. MINUTES AND MATTERS ARISING (PAGES 1 - 46)

- i. To note the draft minutes of the Advisory Committee held on 25th January 2011.
- ii. To note the draft minutes of the meeting of the Consultative Committee held on 8th February 2011.
- iii. To note the confirmed minutes of the meetings of the Alexandra Palace and Park Board held on 21st December 2010 and 28th January 2011 and the draft minutes of 15th February 2011.

5. CRICKET CLUBHOUSE AND GROUNDS (PAGES 47 - 56)

To receive and consider proposals for improvements to the cricket clubhouse and grounds. *(A3 copies of the maps will be available at the meeting)*

6. NETWORK RAIL PROPOSALS (PAGES 57 - 60)

To inform the committees of the proposals for new sheds by Network Rail and ask if the committees have any advice they wish to offer the Alexandra Palace and Park Board.

7. FORTHCOMING EVENTS (PAGES 61 - 64)

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

8. ALEXANDRA PALACE SIGNAGE STRATEGY (PAGES 65 - 86)

To receive proposals for the signage strategy and the name change and rebranding of the Phoenix Bar.

9. GOVERNANCE & FUTURE VISION (PAGES 87 - 94)

To receive an update on Governance and the Future Vision of Alexandra Palace.

10. ALEXANDRA PALACE AND PARK VISION

To receive a briefing by the Chair on the new vision (below) for Alexandra Palace and Park and the next steps.

Mission: "To uphold, maintain and repair the Palace and to maintain the Park and Palace as a place of public resort and recreation and for other public purposes." (Alexandra Park and Palace Act 1985)

Vision: "To regenerate Alexandra Palace and Park, in the pioneering spirit of our founders, creating a proud, iconic London destination with global appeal - a successful, valuable and sustainable asset for all, including the local community and stakeholders."

11. ANY OTHER BUSINESS

12. DATES OF FUTURE MEETINGS

The next Joint Informal Meeting of the Alexandra Park and Palace Advisory Committee and the Alexandra Palace and Park Consultative Committee (APPSAC and APPCC) is **provisionally** scheduled to be held on Tuesday 31st May 2011.

A meeting of the Alexandra Park and Palace Advisory Committee will take place at 20:45 on 5th April 2011 or on the rise of the APPSAC and APPCC meeting, commencing at 19:30 hrs, whichever is later.

Advisory Committee Nominated Members of:

| | |
|---|-----------------------|
| Alexandra Residents' Association | : Ms J. Hutchinson |
| Bounds Green and District Residents Association | : Mr K. Ranson |
| Muswell Hill and Fortis Green Association | : Mr Dennis Heathcote |
| Palace Gates Residents' Association | : Ms J. Baker |
| Palace View Residents Association | : Ms E. Richardson |
| The Rookfield Association | : Mr D. Frith |
| Warner Estate Residents' Association | : Mr D. Liebeck |
| 1 Vacancy | |

Advisory Committee Appointed Members:

| | | |
|---------------------|---|--------------------------|
| Alexandra Ward | : | Councillor Beacham |
| Bounds Green Ward | : | Councillor Christophides |
| Fortis Green Ward | : | Councillor Erskine |
| Hornsey Ward | : | Councillor Whyte |
| Muswell Hill Ward | : | Councillor Jenks |
| Noel Park Ward | : | Councillor Gibson |
| Council-wide Member | : | Councillor Demirci |
| Council-wide Member | : | Councillor Watson |

Consultative Committee Nominated Members:

| | |
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| 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 R. Tucker |
| Alexandra Palace Television Group | Mr J. Thompson |
| Alexandra Residents' Association | Ms C. Hayter |
| Alexandra Palace Garden Centre | Mr C. Campbell-Preston |
| Alexandra Park and Palace Conservation Area | |
| Advisory Committee | Mr C. Marr |
| Bounds Green and District Residents' Association | Mr K. Ranson |
| CUFOS | Mr J. Smith |
| 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 |
| The Grove Café | Mrs C. Amoruso |
| Vitrine Ltd - The Lakeside Café | Mr A. Yener |
| Warner Estate Residents' Association | Prof. R. Hudson |

Appointed Members:

Councillor Egan
Councillor Hare
Councillor Peacock
Councillor Scott
Councillor Stewart
Councillor Strickland
Councillor Williams

Also to:

Interim General Manager, Alexandra Palace
Chief Executive
Trust's Solicitor
Director of Corporate Resources
Head of Legal Services

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**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.
TUESDAY, 25 JANUARY 2011**

PRESENT: * denotes attendee

NOMINATED BY LOCAL RESIDENTS' ASSOCIATIONS

| | | |
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| Mrs J. Hutchinson | : | Alexandra Residents' Association |
| Mr K. Ranson | : | Bounds Green and District Residents' Association |
| Mr D. Heathcote | : | Muswell Hill and Fortis Green Association |
| Ms J. Baker | : | Palace Gates Residents' Association |
| Ms L. Richardson | : | Palace View Residents' Association |
| Mr. D. Frith | : | The Rookfield Association |
| Mr. D. Liebeck | : | Warner Estate Residents' Association |
| VACANCY | : | Warner Estate Residents' Association |

APPOINTED MEMBERS

| | | |
|-----------------------------|---|--------------------------|
| Councillor D. Beacham | : | Alexandra Ward |
| Councillor J. Christophides | : | Bounds Green Ward |
| Councillor S. Erskine | : | Fortis Green Ward |
| Councillor M. Whyte | : | Hornsey Ward |
| Councillor J. Jenks | : | Muswell Hill Ward |
| Councillor P. Gibson | : | Noel Park Ward |
| Councillor A. Demirci | : | Council Wide appointment |
| Councillor R. Watson | : | Council Wide appointment |

Also in attendance:

Mr Andrew Gill – Interim General Manager – Alexandra Palace
Mr Mark Evison – Park Manager – Alexandra Palace
Ms Rebecca Kane – Managing Director, Alexandra Palace Trading Limited
Mrs Natalie Cole – Clerk to the Committee

Public Gallery:

Councillor Pat Egan – Chair of the Alexandra Park & Palace Consultative Committee

**MINUTE
NO.**

SUBJECT/DECISION

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| APSC37. | ELECTION OF CHAIR Denis Heathcote (Muswell Hill and Fortis Green Association) was nominated to act as Chair until the arrival of David Liebeck. AGREED. |
| APSC38. | APOLOGIES FOR ABSENCE Apologies for absence were received from Councillor Monica Whyte, Ken Ranson |

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| | <p>(Bounds Green & District Residents Association) and Jackie Baker (Palace Gates Residents' Association). Apologies for lateness were received from the Chair (David Liebeck) and Councillor Richard Watson.</p> |
| APSC39. | <p>DECLARATIONS OF INTEREST</p> <p>Councillor Jim Jenks declared a personal interest as he was a member of Warner Estate Residents' Association (WERA).</p> |
| APSC40. | <p>MINUTES AND MATTERS ARISING</p> <p><u>Statutory Advisory Committee – 2nd November 2010</u></p> <p>RESOLVED that the minutes of the Statutory Advisory Committee meeting held on 2nd November 2010 be agreed as a correct record of proceedings.</p> <p><u>Alexandra Palace and Park Board – 14th October and 30th November 2010</u></p> <p>RESOLVED that the minutes of the Alexandra Palace and Park Board meetings held on 14th October and 30th November 2010 be noted.</p> <p><u>Alexandra Palace and Park Consultative Committee – 16th November 2010</u></p> <p>RESOLVED that the minutes of the Alexandra Palace and Park Consultative Committee held on 16th November 2010 be noted.</p> |
| APSC41. | <p>PARK ACTIVITIES UPDATE</p> <p>The Committee received the Park Activities Update introduced by the Park Manager, Alexandra Palace, Mark Evison, as laid out in the report, pages 35-38 of the agenda pack.</p> <p><u>Page 36 – Paragraph 7 – Car Park Charging</u></p> <p>Councillor Beacham highlighted that a unique selling point of Alexandra Palace was that the venue offered free parking. The Committee noted that if a decision was made to start charging for car parking it would include consultation with Alexandra Palace Trading Company (APTL) and there would be a degree of flexibility to suspend the charges at any point i.e. when large events were being held or for individual car parks.</p> <p>Officers emphasised that data would be collected until early February and the results would be reported to the Advisory Committee at a later stage.</p> <p><u>Page 36 – Paragraph 8 – Little Dinosaurs Planning Inspectorate Case</u></p> <p>David Frith (The Rookfield Association) sought confirmation that the Alexandra Palace and Park Board of Trustees was satisfied to continue the tenancy despite the Tenant's contravention of the lease. The Park Manager explained that the matter had not been officially reported to the Board; however, there would be no contravention once the Tenant had removed the paving slabs and storage units as agreed.</p> |

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TUESDAY, 25 JANUARY 2011**

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| | <p>Officers noted the suggestion that revenue could be generated by charging commuters for the use of the Palace's car parks and highlighted that many commuters already parked in the Palace and walked to the nearby station.</p> <p><i>Clerk's note: David Liebeck arrived and took over as Chair of the meeting.</i></p> <p>In response to questions about the cost of implementing such a parking scheme it was noted that the car parking operator may pay the capital cost of setting up the scheme.</p> <p>RESOLVED to note the report.</p> |
| <p>APSC42.</p> | <p>FORTHCOMING EVENTS</p> <p>The Committee received the report of the Managing Director, Alexandra Palace Trading Limited, Rebecca Kane and noted that a full schedule of events for the next financial year would be presented at the next Advisory Committee meeting and that 65% of business had already been contracted for 2011/12 which was a strong trading position.</p> <p>The Committee were informed that the re-opening of the Alexandra Palace Ice Rink took place on Friday 21st January 2011 and was a successful event.</p> <p>RESOLVED to note the report.</p> |
| <p>APSC43.</p> | <p>GOVERNANCE & FUTURE VISION</p> <p>The Committee received the Governance and Future Vision Update presented by the Interim General Manager, Alexandra Palace, Andrew Gill who drew attention to page 56 of the report which provided timescales for further work to be conducted.</p> <p>Officers noted Ms Hutchinson's (Alexandra Resident's Association) suggestion that the term "Ally Pally" not be used in the example job description for Independent Advisor to the Board.</p> <p>In response to concerns raised about past problems where Trustee members of the Board changed frequently, the Committee noted that the term of office was for only one year due to the Council's procedure of annually agreeing memberships for all committees. This did not mean that membership automatically changed each year.</p> <p>RESOLVED that the report be noted.</p> |
| <p>APSC44.</p> | <p>FEEDBACK FROM THE WORKING GROUP</p> <p>The Committee received the report of the Statutory Advisory and Consultative Committees Working Groups on the possibility of having a joint committee and whether it would be more effective than the current two individual committees which often received and considered exactly the same information.</p> <p>The Chair thanked the Consultative Committee Working Group for the report</p> |

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.
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prepared in advance of the joint working groups meeting.

The Committee discussed the recommendations of the report which included adopting Model 1, a joint Statutory Advisory and Consultative Committee, on a trial basis and reviewing the possibility of adopting Model 2, a reconstituted single Statutory Advisory and Consultative Committee, in light of the experience of Model 1.

The Committee noted that the general consensus of both working groups was that joint meetings needed to be conducted within reasonable timescales. The assumption would be that documents sent as part of the agenda pack had been read by all members and the length of time spent on certain items would be limited.

Members asked for clarity on how the joint meeting in Model 1 would be run. It was noted that there would be a general meeting including both the Advisory and Consultative Committees where reports would be received and discussed and comments noted. The meeting would then move into a Statutory Advisory Committee meeting where its recommendations to the Board would be agreed; Consultative Committee members could remain in the meeting but would leave the table.

The Committee was reminded that the Board was required to consult with the Advisory Committee and consider its recommendations, whereas there was no statutory duty for the Board to do the same with the Consultative Committee.

It was noted that operational matters would need to be discussed after the first trial joint meeting. The Consultative Committee would consider the report at its meeting on 8th February and the Board would consider it on 15th February and a report to Full Council would follow.

Some members expressed concern about how a joint committee would work and that the number of potential members on the joint committee might make it unmanageable. It was anticipated that the residents' associations with a member on each committee would have to decide if one or both of those members would attend the joint meeting(s).

Councillor Watson suggested that Model 2 be adopted as soon as possible and this was supported by Councillor Demirci. The Chair reminded the Committee that it would be more appropriate to run a trial meeting to see if a joint meeting was workable. For example, certain members of the Consultative Committee had commercial interests in Alexandra Palace and Park; the membership of the Advisory Committee was restricted and was to provide direction and guidance to the Board on behalf of local residents and Councillors, who were directly affected by events in the Palace and Park.

It was noted that the Constitution of the Consultative Committee could be amended by the Council if any changes were required. Should there be a requirement to change the remit of the Statutory Advisory Committee a change of the Alexandra Park and Palace Act, 1985, would be required. However, it was mooted that the agreement of (or lack of any objection from) the Charity Commission was all that would be required to adopt a scheme that did not dilute the Advisory Committee's remit.

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.
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| | <p>Other comments from members of the Advisory Committee were to the effect that a decision on Model 2 should be deferred pending legal and Charity Commission advice.</p> <p>RESOLVED</p> <p>i. That Model 1, a Joint Statutory Advisory and Consultative Committee, be supported and that two trial meetings take place, the first one taking place on 5th April 2011, the next scheduled meeting.</p> <p>ii. That Model 2 be supported in principle and that Officers be asked to investigate the practicalities of having a single Statutory Advisory and Consultative Committee and seek legal and Charity Commission advice (after and subject to approval from the Consultative Committee meeting on 8th February 2011) before reporting back to the Advisory Committee</p> |
| <p>APSC45.</p> | <p>ANY OTHER BUSINESS</p> <p>i. <u>External Fabric Condition Update</u></p> <p>The Committee received the External Fabric Condition Update (tabled) presented by Mark Neale, Facilities Manager, Alexandra Palace, as set out in the report.</p> <p>The Committee noted that the priority works in the asset management plan on Page 5 of the report would go towards reducing the deterioration of the building and not improvements.</p> <p>Some committee members expressed concerns that the 10-year asset management plan was not the best use of money and that it would be better to use the total amounts for each area at once rather than over a 10 year period during which the Palace building would deteriorate further. The Interim General Manager advised that the asset management plan was a means of substantiating the bid for capital funds; it was not a funded asset management plan as the Trust did not have the capital funds to undertake the works therein.</p> <p>Members were reminded of the scale of the investment required to arrest the deterioration of the Palace building and that the Palace relied on Council funding and the bids for capital funding had to be realistic. The Alexandra Palace and Park Regeneration Working Group had been established to consider ways in which to increase support and funding for improvements to the Palace.</p> <p>RESOLVED to note the report.</p> <p>ii. <u>UNESCO</u></p> <p>The Committee received the proposal to seek UNESCO world heritage site status for the south east wing of Alexandra Palace (pages 57 – 62 of the agenda pack), written and presented by Clive Carter – local resident.</p> |

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TUESDAY, 25 JANUARY 2011**

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| | <p>Committee Members generally expressed support for the proposal in principle but concerns were raised about the amount of officer time that would be required and the cost of this time, given the financial austerity measures introduced by the Council due to the reduction in its budget.</p> <p>In response to concerns Mr Carter explained that the proposal would take a long time, taking a number of years, and that some of the work would necessarily be taken on by officers and the Local Authority. Sponsors could be approached but the starting point would be to obtain the agreement and commitment of the Board and the Local Authority.</p> <p>In response to a question Mr Cater confirmed that an application for USESCO Heritage Site recognition could only be made if the restoration works on the Palace were completed.</p> <p>In response to a question about point 12 (Page 61), the General Manager confirmed that in March 2010 Trustees abandoned their former strategy of awarding a long term lease to a private developer. New governance arrangements and strategies were in the course of being adopted by the Palace.</p> <p>The Committee noted that Bromley Council had spent circa 20 years on its bid for UNESCO World Heritage Site recognition for the home of Charles Darwin - Down House, which had been deferred twice by the committee.</p> <p>RESOLVED that Sue Cole, English Heritage, be invited to the next meeting of the Statutory Advisory Committee to provide information on what a bid for USESCO Word Heritage Site recognition would entail.</p> |
| <p>APSC46.</p> | <p>DATES OF FUTURE MEETINGS</p> <p>The next meeting would be held on Tuesday 5th April 2011.</p> <p>The meeting ended at 21:05 hrs</p> |

David Liebeck

Chair

Signed by the Chair

Date

UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE - TUESDAY, 8 FEBRUARY 2011

Nominated Members:

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| 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 |
| Alexandra Palace Garden Centre | Mr C. Campbell-Preston |
| Alexandra Park and Palace Conservation Area Advisory Committee | *Mr C. Marr |
| Bounds Green and District Residents' Association | Mr K. Ranson |
| CUFOS | Mr J. Smith |
| 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 | *Mr D. Heathcote |
| Muswell Hill Metro Group | Mr J. Boshier |
| New River Action Group | *Miss R. Macdonald |
| Palace View Residents' Association | *Ms V. Paley |
| The Grove Café | Mrs C. Amoruso |
| Vitrine Ltd - The Lakeside Café | *Mr A. Yener |
| Warner Estate Residents' Association | *Prof. R. Hudson |

Appointed Members:

*Councillor P. Egan (Chair)
*Councillor B. Hare
Councillor S. Peacock
*Councillor N. Scott
Councillor J. Stewart
*Councillor A. Strickland (Vice Chair)
*Councillor N. Williams

*Members present.

Apologies Councillors Peacock and Stewart,

Also In Attendance:

Interim General Manager, Alexandra Palace
Park Manager, Alexandra Palace
Managing Director, Alexandra Palace Trading Company (APTL)
Colin Richell (Deputy – Friends of the Alexander Theatre)
Natalie Cole – Clerk
1 Member of the Public

**MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE.
TUESDAY, 8 FEBRUARY 2011**

| MINUTE NO. | SUBJECT/DECISION | ACTION BY |
|-------------------|--|------------------|
| APCC40. | APOLOGIES FOR ABSENCE | |
| | <p>Apologies for absence were received from Councillors Peacock and Stewart, Gordon Hutchinson (Friends of Alexandra Park), Denise Feeney (Muswell Hill and Fortis Green Association), Mike Tarpey (Amateur Ice Skating Club), Ciro Amoruso (The Café), Ken Ranson (Bounds Green and District Residents' Association), James Smith (CUFOS).</p> <p>Apologies for lateness were received from Councillor Strickland and Nigel Willmott (Friends of Alexandra Palace Theatre).</p> | |
| APCC41. | DECLARATIONS OF INTEREST | |
| | There were no declarations of interest. | |
| APCC42. | MINUTES AND MATTERS ARISING | |
| | <p>i. <u>Alexandra Palace and Park Consultative Committee - 16th November 2010</u></p> <p>RESOLVED that the minutes of the meeting of the Consultative Committee held on 16th November 2010 be agreed.</p> <p>ii. <u>Alexandra Park and Palace Advisory Committee – 2nd November 2011</u></p> <p>RESOLVED that the draft minutes of the Advisory Committee held on 2nd November 2010 be noted. The minutes of the 25th January 2011 would be provided at the next meeting. It was noted that the minutes were published on the Council's website.</p> <p>iii. <u>Alexandra Palace and Park Board</u></p> <p>RESOLVED that the draft minutes of the meetings of the Alexandra Palace and Park Board held on 14th October and 30th November be noted.</p> <p>In relation to Page 32 of the agenda pack, Alexandra Palace and Park Board minutes – 30th November, which stated that “Councillor Hare highlighted that the Interim General Manager, Alexandra Palace and Park and the Managing Director – APTL should work together to ensure mutual agreement of the style guidelines. The Managing Director APTL stated that all necessary parties would be consulted on the style guidelines”, Colin Marr (Alexandra Park and Palace Conservation Area Advisory Committee) and Jacob O’Callaghan (Hornsey Historical Society) expressed serious concerns that the Consultative Committee had not been given the opportunity to consider the style guidelines. Ms Kane commented that the style guidelines had not yet been produced and that she would be consulting with the Interim General Manager as agreed at the previous meeting.</p> | |

**MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE.
TUESDAY, 8 FEBRUARY 2011**

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| <p>APCC43.</p> | <p>PRESENTATIONS BY INTERESTED GROUPS</p> <p>The Committee received the presentation by Colin Marr, Chairman of the Alexandra Park and Palace Conservation Area Advisory Committee (APPCAAC) (pages 35 & 36 of the agenda pack).</p> <p>The APPCAAC had been particularly concerned to object to planning proposals that had a negative impact on views from the Park. The Chair objected to the suggestion that the APPCAAC took planning matters related to the surrounding areas of Alexandra Park more seriously than the Alexandra Palace and Park Board. There was a discussion about planning consultation and it was noted that the Trust's Solicitor had previously advised that the Board had no remit to comment on matters outside the Park boundary. Some members questioned the validity of this advice.</p> <p>Mr Marr mentioned that there would be further opportunity for the Board to respond to Railtrack's proposed Train Shed at Hornsey in March 2011.</p> <p>Further to questions the Committee noted that the APPCAAC remit was to help ensure that all developments in and around the Park and Palace either enhanced or protected it in terms of conservation. The APPCAAC was made up of volunteers including experts in relevant areas who met ad hoc and did much of its work via electronic mail.</p> <p>RESOLVED to note the presentation.</p> <p><i>The presentation on the Alexandra Palace Residents' Association was deferred.</i></p> |
| <p>APCC44.</p> | <p>PARK ACTIVITIES UPDATE</p> <p>The Committee received the report of the Park Manager, Mark Evison, updating on Park activities.</p> <p>In response to a question regarding car park charging – data collection (paragraphs 7.1 - 7.3) the Committee noted that the collection of data included measuring lorries using the roads and car parks in the Park and there was currently a weight limit imposed. Some Committee Members expressed concern that users might be deterred from using the Park if parking charges were put in place and that the charges might displace cars into nearby streets. The Committee noted it would be possible to suspend car parking in particular areas for specific events and that there were no actual proposals for car park charging at this point although dialogues with the Council had opened. Any proposals would be subject to consultation with local residents and the Council but this was an opportunity to generate some much needed revenue for the Palace.</p> <p>In response to questioning on paragraph 8.4 the Committee noted that all Park Tenants had been reminded that their leases would be vigorously enforced.</p> <p>A Committee Member expressed some worry about the recent serious assaults on users of the Park. The Interim General Manager reported that he had been</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE.
TUESDAY, 8 FEBRUARY 2011**

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| | <p>liaising with Metropolitan Police and colleagues in Haringey Council and had advised that the Police had arrested and charged a man for the offences a few days ago. A Committee Member suggested that warning signs should have been displayed in the Park. The Interim General Manager explained that until evidence of the attacks had been confirmed it was not possible for the Palace to communicate any information as it might not have been correct. Additional security and police patrols (including high visibility police patrols on horseback and with dogs and undercover patrols) had been implemented in the Park during the investigation.</p> <p>A Committee Member highlighted that more community events should be held in the Park and agreed to provide the Park Manager with contact details for the organisers of the Muswell Hill Festival.</p> <p>In response to a question about whether young trees in the Park which had been chewed by dogs could be replaced the Committee noted that there was a long term tree planting plan in place although there were limited funds for the plan.</p> <p>RESOLVED to note the report.</p> |
| <p>APCC45.</p> | <p>FORTHCOMING EVENTS</p> <p>The Committee received the report of the Managing Director, Alexandra Palace Trading Limited, Rebecca Kane who reported that the full schedule for the next financial year would be presented at the next meeting and that 65% of all events anticipated in the year ahead had already been contracted.</p> <p>Members could log on to the Alexandra Palace website to see a full range of events as and when they go on sale using the link below: http://www.alexandrapalace.com/whats-on/</p> <p>The Committee's attention was drawn to the Jazz event on 27th February in Palm Court. Jazz music would be played in Palm Court from 5.30pm until the closing of the Phoenix Bar.</p> <p>The Committee noted that the ice rink re-launch had been a success with strong trading results in the first two weeks of opening.</p> <p>In response to concerns raised about the derelict parts of the Palace building the Interim General Manager stated that he hoped that the Capital bid to the Council by the Charitable Trust would be awarded and it would contribute towards the required repairs.</p> <p>RESOLVED to note the report.</p> |
| <p>APCC46.</p> | <p>GOVERNANCE REVIEW UPDATE</p> <p>The Committee received the report on the Governance and Future Vision Update, introduced by the Interim General Manager, Alexandra Palace, Andrew Gill.</p> <p>Further to a comment about the importance of the appointment of Independent Advisors to the Board, the Chair emphasised the importance of the Consultative</p> |

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TUESDAY, 8 FEBRUARY 2011**

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| | <p>Committee, seconded by Councillor Hare. A Committee Member highlighted the need for the Trust to consult with the relevant stakeholders in considering the future governance of the Palace.</p> <p>The Committee noted that recruitment for the appointment of Independent Advisors may be similar to the process used for the recruitment of Non-Executive Directors for the Trading Company, although the process had not yet started.</p> <p>In response to questions the Interim General Manager reported that the bespoke Code of Governance was a working document incorporating the 2005 NCVCO Code of Good Governance and the Haringey members Code of Conduct to form the Trustee handbook. It was noted that the NCVCO Code allowed for organisations to state which elements of the Code they did not comply with, it was common for organisations not to comply totally with the all aspects of the Code.</p> <p>RESOLVED to note the report.</p> |
| <p>APCC47.</p> | <p>FEEDBACK FROM THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE WORKING GROUP</p> <p>The Committee received the reports of the working groups of the Statutory Advisory and Consultative Committees. The Chair thanked Colin Marr and the working group members for the speed and efficiency with which they had worked.</p> <p>In response to questions raised about the size of the joint meeting it was noted that working group members felt this would be manageable (with good chairing and agenda management). Such a joint meeting would be in two parts with an open discussion on agenda items first and a Statutory Advisory Committee (SAC) session following (chaired by the SAC Chair) for any voting matters. Where there would be duplicate representatives from an organisation decisions would need to be taken to agree that only one member sat at the meeting.</p> <p>It was reported that at its meeting on 25th January 2011 the Statutory Advisory Committee agreed that Model 1 should be trialled and that the Board should explore Model 2 as a longer term aspiration and the Interim General Manager, Alexandra Palace was tasked with investigating the legalities and practicalities of having a single Statutory Advisory and Consultative Committee.</p> <p>The Committee acknowledged that following each of the trial joint meetings discussions would take place to review the process. The Chair stated that he did not envisage Trustees being voting members of the reconstituted Statutory Advisory and Consultative Committee (SACC) (Model 2 on Page 65 of the agenda pack) and Colin Marr stated that their presence at meetings could assist discussions. Councillor Hare emphasised that local residents and users should be the future members of the SACC. Councillor Scott highlighted that the advantage of such a joint committee would be that all interested parties would be in the same room to hear each other's views thus improving communications and reducing officer time.</p> <p>The Committee noted that should the joint meeting be formalised there would be a recommendation to hold an Annual General Meeting for other stakeholders to get involved.</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE.
TUESDAY, 8 FEBRUARY 2011**

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| | <p>RESOLVED</p> <ul style="list-style-type: none"> i. That Model 1, a Joint Statutory Advisory and Consultative Committee, be supported and that two trial meetings take place, the first one taking place on 5th April 2011. ii. That Model 2 be supported in principle and recommended to the Board. iii. That the Interim General Manager be asked to investigate the practicalities of having a single Statutory Advisory and Consultative Committee and seek legal and Charity Commission advice. |
| <p>APCC48.</p> | <p>MATTERS RAISED BY INTERESTED GROUPS</p> <p>There were no advance items received and agreed by the Chair.</p> |
| <p>APCC49.</p> | <p>ANY OTHER BUSINESS</p> <p><u>Alexandra Palace and Park – Branding</u> Mr Marr requested the background to, and the brief for Colliers International/ Locum Consulting for the work they had been commissioned to do by the Alexandra Palace and Park Regeneration Working Group (APPRWG). The Interim General Manager informed the Committee that a report would be provided to the Alexandra Palace and Park Board at its meeting on 15th February 2011 including this information, which would then be in the public domain.</p> <p>Some Members of the Committee expressed dissatisfaction that there had been no consultation on the new corporate identity/ branding and signage project for Alexandra Palace and Park. It was understood that there was a need to replace the signage on site for various reasons. Some members of the interested groups expressed that they felt the new brand gave a corporate identity (as opposed to a charity) and the impression that the Palace was a party venue.</p> <p>Officers explained that £30,000 had been ring-fenced for new signage in the Park this financial year and that stakeholders were consulted on branding as part of the Governance and Future Vision project in 2009/2010; and that the design brief for the new identity emerged directly from the brand vision to which they contributed. Any signage requiring planning permission would be subject to consultation. Officers confirmed that the Board had approved the new brand and that it was being actively used by all Palace and Park staff; the detailed style guidelines regarding its wider application (e.g. on signage) are in draft form.</p> <p>Councillor Scott highlighted that modernisation was required in order to meet the Disability Discrimination Act obligations as well as for style reasons to give users a confidence in the venue and commended the Palace and Park management team for the work on the project.</p> <p><u>Advertisement of Meetings</u> The Committee noted Jacob O’Callaghan’s suggestion that meetings should be advertised on the Palm Court notice board and Cllr Strickland’s suggestion that Members of the Consultative Committee would be more effective in promoting the</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE.
TUESDAY, 8 FEBRUARY 2011**

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| | meetings. |
| APCC50. DATE OF FUTURE MEETINGS | <p>The next meeting, a joint meeting with the Statutory Advisory Committee, will be held on Tuesday 5th April 2011 at 19:30 hrs, and would replace the Consultative Committee meeting scheduled for 12th April 2011.</p> <p>The meeting ended at 21:10 hrs.</p> |

COUNCILLOR PAT EGAN
Chair

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**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 21 DECEMBER 2010**

Denotes attendance*

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

Non-Voting Representatives: Val Paley*, Mike Tarpey*, Nigel Willmott*

Observer: David Liebeck*

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace

Mr I. Harris – Trust Solicitor

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

Ms H. Downie – Head of Finance – Alexandra Palace

Mr G. Oliver – Finance Manager on behalf of the Director of Corporate Resources – LB Haringey

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

**MINUTE
NO.**

SUBJECT/DECISION

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| APBO36. | <p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Councillors Strickland and Williams, and from Ms J Parker – Director of Resources – LB Haringey And Mr Mark Evison – Parks Manager, Alexandra Park & Palace.</p> <p>An apology for lateness was received from Nigel Willmott.</p> <p>NOTED</p> |
| APBO37. | <p>URGENT BUSINESS</p> <p>The Chair advised the meeting that there were no items of urgent business.</p> <p>The Chair also advised the meeting that Standing Orders would be suspended at the commencement of Agenda Item 8 – Internal Audit report, in order to allow Mr Richard Bott from Mazars to address the meeting in respect of internal audits of Alexandra Park & Palace Charitable Trust.</p> <p>NOTED</p> |
| APBO38. | <p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interests.</p> <p>NOTED</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 21 DECEMBER 2010**

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| APBO39. | <p>QUESTIONS, DEPUTATIONS OR PETITIONS : TO CONSIDER ANY QUESTIONS, DEPUTATIONS OR PETITIONS RECEIVED IN ACCORDANCE WITH PART 4, SECTION B29 OF THE COUNCIL'S CONSTITUTION</p> <p>Nil items.</p> |
| APBO40. | <p>GOVERNANCE UPDATE</p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Interim General Manager – Alexandra Palace – Mr Gill advised the meeting that the report gave an update on progress in implementing a number of its previous resolutions on Governance and Future Vision. Currently work was progressing on the recruitment of Independent Advisors to the Board, and the work of the Regeneration Working Group was ongoing with tenders being invited for an Options Appraisal Feasibility Study for Alexandra Park and Palace.</p> <p>Mr Gill also advised that there had been some progress towards a combined and more effective stakeholder forum in that both the Alexandra Park and Palace Advisory Committee (APPA), and the Alexandra Palace and Park Consultative Committee (APPC) had set up working groups which had met, and a joint working group meeting of both Committees would take place in January 2011 where both joint and individual views would be finalised into a form of recommendations. The matter would then be reported to the Alexandra Palace and Park Board on 15 February 2011.</p> <p>Mr Gill reported that the development of the NCVO Code of Good Governance into a bespoke Code of Governance in the form of a Trustee Handbook was progressing and was the subject of a separate report later in the agenda. The report included an outline timescale for completing the tasks required to enable Full Council approval of any necessary changes to the Haringey Council Constitution to give effect to changes arising from the Review of Governance.</p> <p>(Councillor Scott arrived at 19.35hrs)</p> <p>With regard to the appointment of Independent Advisors to the Board it was the case that the Board had previously discussed the terms of engagement, job description and recruitment process and provided a steer on these aspects of the process, and the Board had been asked to comment on the Candidate Specification and those comments were awaited. Following further consideration and finalisation of the process by the Board the agreement of the Full Council of LB Haringey would be required prior to the appointment of Independent Advisors, as this would be a variation to the Membership of the Board – albeit the Independent Members would only be appointed in a non voting advisory capacity. Mr Gill advised that there was a need to ensure that the matter was discussed through the political groups of the LB Haringey prior to submission at Full Council, and arrangements were being made to brief both the Labour and Liberal Democrat Groups in early January 2011, and a question and answer sheet and a more detailed historical briefing document would be circulated to the respective groups prior to this.</p> <p>(Councillor Hare arrived at 19.37hrs)</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
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With regard to the master planning and the work of the Alexandra Park & Palace Regeneration Working Group Mr Gill advised the meeting that following the adoption by the Board of its recommended vision for Alexandra Palace and Park, the working group was in the process of seeking tenders for an Options Appraisal Feasibility Study for Alexandra Park and Palace. The options appraisal and feasibility brief recognised and worked within the purpose ascribed to the Board and within the spirit of the vision whilst also outlining viable and credible usage/content options that would address customer demand, brand alignment and recognition, sustainable commercial viability, and heritage and iconic building and park status. Mr Gill advised that work was continuing on stakeholder mapping and the development of a Communications Strategy for the Working Group and the next meeting of the group was scheduled for 4 January 2011. Further updates on the work of the Working Group would be given to future Board meetings.

The Chair thanked Mr Gill for his update and welcomed the progress in the various aspects of governance.

There being no further points of clarification it was:-

RESOLVED

- i. That the progress to date in implementing a number of previous resolutions on Governance and Future Vision outlined be noted; and
- ii. That the outline timescale in section 6.7.1 of the report for completing the tasks required to enable LB Haringey's Full Council to give approval of any necessary changes to the Haringey Council Constitution to give effect to changes arising from the Review of Governance be noted.

APBO41. FINANCE UPDATE

The Chair asked for an introduction of the report.

The Head of Finance Alexandra Palace – Ms Downie reported that whilst the management accounts for November were not yet complete, the Interim General Manager had implemented the £50k budget reduction in buildings repairs and maintenance and £10k budget reduction in parks maintenance. Ms Downie advised that an inflationary bid of £50k had been submitted to LB Haringey in respect of the Trust's revenue budget allocation for 2011/12. The outcome of this bid would be known in March 2011.

Ms Downie also reported that the Alexandra Palace Trading Limited's (APTL) budget process was underway with a view to completion and sign off by the APTL Board on 2nd February 2011. A draft revenue budget had been produced for the Trust for 2010/11, which was showing an increased funding requirement of £129k on the previous year. This detail had been prepared at an early stage to enable the Board to give a steer on its funding priorities for 2011/12.

(Councillor Stewart arrived at 19.40hrs)

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
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Ms Downie referred to the Alexandra Palace and Park Board meeting of 30th November 2010 where the trustees were informed of the net deficit position of the Trust, before taking into account the gift aid payment from the trading company, which had been forecast to be £40k below budget. This forecast underspend had largely been achieved through cancelling the annual fireworks display. Ms Downie advised that the trustees were also presented with a number of options for reducing Trust expenditure. The Board had asked officers, at its meeting on 14 October, to attempt to find savings needed in light of the likely reduction in gift aid from the trading company. This reduced gift aid was going to increase the charity's likely deficit and in turn require an increase in the projected deficit funding requirement from LB Haringey.

Ms Downie commented that the Board had resolved that where possible, the overall deficit should be contained within the funding allocation from the Council and delegate to the Interim General Manager the authority to determine the areas in which expenditure was curtailed. Since that meeting, the Interim General Manager had implemented a £50k reduction in the repairs and maintenance budget and a £10k reduction in the parks variable budget. The £50k reduction in repairs and maintenance broadly reflected the underspend for the year to date, which had been achieved.

In respect of the draft revenue budget for 2011/12 Ms Downie briefly commented on the revenue bid of £50k submitted to the Council, reflecting an inflationary uplift to the revenue budget allocation for 2010/11. This would bring the Trust's revenue allocation to £2.038m. The Trust's funding allocation will be formally determined in March 2011. It was clear that following the Comprehensive Spending Review, the Council was going to have to make significant savings in 2011/12 and beyond. With this in mind, officers of the Council had asked officers of the Trust to identify options for reducing the net budget allocation to the Trust. A draft budget for the Trust had been prepared for 2011/12 based on the Trust's requirements rather than the likely availability of funding. An outline budget for 2011/12 was presented at Appendix 1. An inflation rate of 2.5% has been assumed with the exception of insurance and rates, which have been inflated at 3.5%.

The Chair thanked Ms Downie for her introduction and in asking if there were any questions from Members, commented that the reality of the situation was that currently the financial austerity meant that there needed to be some rationale of the Trust's budget situation. The Chair referred to the advice always given by the Trust Solicitor – Mr Harris that the Trustees must always act in the interests of the Charity but as highlighted previously by Councillor Stewart, there would be no escaping from the austerity measures. The Chair informed the Board that it would be his intention to meet informally with the Interim General Manager, the Head of Finance, and the Managing Director Alexandra Palace Trading Limited, early in the new year to discuss the state of the budget draft for 2011/12 to identify further savings and that the reality was that there would be a downward movement. The Chair asked for the Board to endorse his proposed informal meeting and this agreed *nemine contradicente*.

(Mr Liebeck arrived at 19.42hrs).

The Interim General Manager – Mr Gill also advised the Board that at this stage

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officers were not seeking approval of the draft budget.

With reference to the detail of the draft budget attached at appendix 1 Councillor Stewart sought clarification in relation to the variance of a £41K reduction in legal and professional fees, and asked what this actually meant in real terms. In response Ms Downie advised that the £41K was due to a large contract being put out to tender and the legal and professional fees associated with this process had been in the region of £40K.

Councillor Hare referred to the £25K cost for IT expenditure and sought clarification as to this cost. Mr Gill advised in response that this cost related to known necessary infrastructure improvements likely to be prioritised by the impending IT Review.

The Chair then summarised and it was:

RESOLVED

- i. That the budget reductions already implemented by the Interim General Manager in relation to the current financial year be noted;
- ii. That the draft budget for the Trust for the 2011/12 and the process and timescale for completion be noted; and
- iii. That it be noted that the Chair of the Board would be meeting informally with the Interim General Manager, and the Head of Finance, Alexandra Palace, together with the Managing Director Alexandra Palace Trading Limited, early in the new year 2011 to discuss the state of the budget draft for 2011/12 to identify further revenue expenditure savings.

APBO42. CAPITAL PROJECTS UPDATE

The Chair asked for a brief introduction of the report.

The Interim General Manager – Mr Gill advised the meeting that in respect of the Ice Rink refurbishment, following on from the November Board meeting the Principal Contractor (Lengard) had now given notice that the project would slip beyond the scheduled completion date of 10th December 2010 and was currently projected to be handed back before 24 December 2010. The reason was due to a delay in the installation of the new Ammonia based Ice Rink chiller being manufactured and installed by a subcontractor of Lengard Ltd who was specialised in fitting such equipment and who's engineers were not able to leave the eastern seaboard of North America due to the inclement weather in the United Kingdom. Mr Gill advised that Lengard had been instructed to put into place contingency plans if there were to be further delays and the situation was being proactively managed. Mr Gill advised that the main ice rink base, barriers, lighting and low emissivity ceiling were all now installed and were substantially completed, with the toilets, changing rooms and front kiosk moving towards their final stages of refurbishment, and mobilisation, and training of staff on the new installation was scheduled.

Mr Gill also advised of the progress of works of the £500k programme of dilapidation. Also in order to improve the customer experience & profile and

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demonstrating to customers and the local community changes and investment were happening at Alexandra Palace the Board approved a new brand on the November 30th 2010. Mr Gill advised that one of the recommendations in the report sought approval to implement the signage proposals at a cost of £30k.

Mr Gill further advised that the design and specification for the fire alarm system replacement had continued, with tendering to commence in 2011. The works would form part of the capital bid to the Council for 2011/12. With regard to the theatre, works had been tendered for mitigating the affects of the dry rot, making safe some areas of structural decay plus the removal of old debris/ pigeon guano from areas.. An order had been placed with Sovereign Preservation to carry out these works which would be completed in early 2011. Mr Gill further commented that discussions had taken place with English Heritage and an agreement in principle had been established on the works that had been historically completed to the stage. There was now some optimism that English Heritage may release some of the outstanding grant that was previously agreed before the Interim General Manager had been appointed.

The Board then received a slide presentation from the Managing Director Alexandra Palace Trading Limited – Ms Kane (a copy of which will be interleaved with the minutes). The presentation highlighted the proposed new signage both internally and externally and the fact that APTL would be able to have the franchise of signage board sales at the palace when major events were taking place. Mr Gill also advised that the proposed signage would assist compliance with the Disability Discrimination Act.

The Chair thanked Ms Kane for her presentation and Mr Gill for his introduction and asked if there were any points of clarification, or comment from the Board.

Councillor Scott, in welcoming the proposed signage as a necessary step forward commented that in his view some of the proposed signage needed some further work, as in his view it was not exactly overly interesting or eye catching. Ms Kane responded that the proposals were at the design stage and the details shown were at this time prototypes and had not been signed off as the finished articles.

The Chair commented that in truth he was not particularly comfortable with the proposed new signage given the current financial situation, and the need for considerable austerity measures required. He advised that given the budgets were to be cut he questioned the benefit for such improvements, and that there needed to be a consistent approach and a demonstrable return on the proposed investment. Ms Kane commented in response that a £30K allocation had been agreed for 2009/10 broken down into 3 £10K tranches. There was an expected £10K income stream from advertising and secondary income for 2011/12, £15K in 2012/13, and £20K in 2013/14 – amounting to an estimated return of £45K over a 3 year period.

The LB Haringey's Director of Resources representative – Mr Oliver, advised the meeting that the £30K allocation was not new expenditure and that by capitalising the expenditure from revenue this may release additional revenue monies.

In response to clarification from Councillor Peacock Ms Kane advised that the

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proposals were being worked on but were not the final product.

Councillor Hare stated his support for the proposed improved signage package and that this the proposals went some considerable way to smartening up the appearance of the palace. He felt that there needed to be some continuance of known names such as the Grove car park instead of 'west' or 'south west' and a similar theme for the internal parts of the building. Ms Kane responded that there would be a consistency of known names for areas of the park and palace on the proposed signage.

In response to points raised by Councillor Peacock in respect of the possible use of the west hall corridor link for selling of merchandise Ms Kane advised that due to health and safety/fire regulations there was limited capacity for usage of the west hall.

Mr Gill reiterated the earlier point from Mr Oliver re capital allocation and that there being no new cost to the palace and stressed that the £30K had already been agreed by the Board.

Councillor Hare placed on record his thanks to all involved in the improvement of signage, and this was supported by those Councillors present.

The Chair, in welcoming the proposals, summarised and it was:-

RESOLVED

- i. that the progress report on the Capital projects be noted;
- ii. that approval be given to the allocation of £30k capital monies to the Alexandra Palace Trading Limited Marketing team to implement signage improvements across the site as part of the brand adopted at the meeting of the Alexandra Palace and Park Board on 30th November 2010; and
- iii. that further updates be reported to future Alexandra Palace and Park Board meetings in respect of progress on the on-going capital projects.

APBO43. INTERNAL AUDIT REPORT

The Chair, in asking for a brief introduction of the report, MOVED that standing orders be suspended in order to allow the representative from the external consultants – Mazars to address the meeting. The MOTION was carried nemine contradicente.

The Head of Finance Alexandra Palace - Ms Downie advised the meeting that the summary report from the Trust's internal auditors, Mazars, was attached at Appendix 1. Ms Downie reported that Mazars had conducted a follow up review of the Council's internal audit report from 2008, together with a review of the Trust's arrangements for budget setting and control and health and safety.

The Chair thanked Ms Downie for her introduction and welcomed Mr Richard Bott to the meeting and asked that he address the Board.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
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Mr Bott, in reference to the appended report informed the meeting that Mazars had conducted a follow up review of the Council's internal audit report from 2008, together with a review of the Trust's arrangements for budget setting and control and health and safety. Mr Bott advised that of the twelve recommendations in the original Council report, six had been fully implemented, five were in progress and one had been superseded. In relation to the latter two audits, Mazars had raised two minor recommendations and concluded that a 'substantial' level of assurance existed in each area.

The Chair thanked Mr Bott for his succinct comment and in asking if there were any points of clarification from the Board, referred to the particular issue of health and safety and asked for an expansion of this. Mr Bott responded that this was in respect of the issue of whether there was an intention to have a full time permanent position of Health and Safety/ and or Fire Officer or whether there was to be a split of functions.

The Interim General Manager Alexandra Palace – Mr Gill advised that in respect of this issue it was the case that whilst there was a desire to have to separate post holders from a revenue perspective there were funding issues. In terms of the Fire Officer role, there had been a former senior fire officer but that these duties had been superseded by the existing temporary facilities manager under current interim management arrangements. It was hoped that the dual role would be encompassed by a Senior Health and Safety Officer.

Councillor Stewart, in welcoming the report, commented that it was key that there were no significant issues to be addressed and that the required roles and responsibilities were being fulfilled. Councillor Stewart asked if there was a further follow up report required if there were likely to be any challenge to the finding of the report.

In response Mr Gill advised that there were would be follow-up reports if it were deemed necessary to report any matter further.

The Chair then summarised and it was:

RESOLVED

- i. that the outcome of the internal audit work for 2010/11 and the 'substantial assurance' given in the areas of budget setting and control and health and safety, be noted; and
- ii. that the Interim General Manager Alexandra Palace be supported in implementing the recommendations of the outcome of the internal audit work for 2010/11 in the context of other priorities for the Trust.

The Chair advised that Standing Orders were now reinstated for the remainder of the proceedings.

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The Chair asked for an introduction of the report.

The Interim General Manager – Alexandra Palace – Mr Gill informed the Board that the report before it was seeking, given due regard to recent efforts to curtail spending, the Board's consideration of whether the park should be entered into the Green Flag Award, Green Heritage Award or London in Bloom competitions in 2011. Mr Gill advised that the direct entry costs in 2009/10 had been approx £500. There were indirect costs in officer time, administrative support and printing costs, and at inspection time (financial year 2011-12), there would be a targeted spend of the park budget to prepare the site for the judges of up to £3,000. Mr Gill also reported that other London Boroughs were in the process of considering their own 'green flag' award scheme but LB Haringey were not as yet progressing such proposals.

Mr Gill advised that the benefits of achieving the award were:

- the Heritage Lottery Fund would be satisfied that their investment was being protected according to the park development contract
- public confidence in a site that had come up to the national standard for green space
- positive press coverage.

Mr Gill also advised the meeting of the Planning Enforcement notice served on Little Dinosaurs in April 2010. A Planning Inspector had carried out a site visit on 22nd November 2010 and as a result, the Planning Inspector had ruled against Little Dinosaurs and as a result, there would be a removal of paving and storage facilities by the early New Year 2011. The tenant had up to 6 months to comply with the enforcement notice. Mr Gill also reminded the Board of the previous deputation by Golfwise regarding a development project for the pitch and putt course. A planning application was lodged in early 2010 but this had now been withdrawn. A smaller planning application for the mini-golf part of their proposal was expected to be submitted, and the Park manager was recommending a site visit to meet the tenant and discuss the proposals.

Mr Gill also reported that the Garden Centre tenant, Capital Gardens Ltd, had plans for a development on their site. The Advisory and Consultative Committees had considered the proposals. Similarly, a site visit was recommended to meet the tenant and discuss the proposals, this can be carried out in conjunction with the visit to the pitch and putt course suggested. In respect of the 345 preschools development project for the islands building, this was approved by the Board on 30th November, and the work was now proceeding.

With regard to the Car Park Charging: Data collection, Mr Gill advised that following the Board's consideration of alternative methods of generating income he had been asked to report back with a feasibility study regarding Car Park Charging. Mr Gill reported that in order to determine the vehicle numbers using the car parks traffic counters were installed at nine locations on 26 November 2010, to remain until early February 2011. The counters would collect data for a number of the key event-types during that period e.g. Music Concert and darts, non event' weekend, Large public exhibitions and trade shows, and Private balls and banquets. The period of operation would also show the difference between the traffic before and after the ice rink was opened. Staff cars, deliveries,

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operational vehicles had been monitored in order to remove non-chargeable traffic. It was hoped that a preliminary view of the data would be available to the Board for the meeting in February 2011.

The Chair thanked Mr Gill and asked if there were any points of clarification or comments.

Councillor Hare referred to the £3K and sought clarification as to what this amount comprised. Mr Gill responded that this figure related mainly to targeted grounds maintenance works in the lead up period and during the Green Flag judges' visit.

The Chair, in supporting the green flag award, referred to the proposed site visits and whether an invite should be extended to the Consultative, and Advisory Cttees'. Councillor Stewart welcomed their attendance. Mr Gill responded that he would caution extending an invite to either body given that the two bodies may be in different stages of considering the proposal.

Councillor Hare felt that it would be a positive step forward to invite either group but to limit the number to perhaps two reps.

The Chair commented that whilst he had no issue with extending the invite he reminded the Board of the previous site inspection regarding Adizone and the consequences. He stressed that any attendance by either body would be by invite only and the Board would then consider matters at its next meeting.

Mr Liebeck referred to the current state of the roads around the Park given the recent spate of inclement weather, and the poor surface conditions of the roads. He asked if there were going to be some road repairs carried out, particularly the Priory Road area. In response Mr Gill advised that there was a limited repairs and maintenance budget, and work would be carried as and when required.

In terms of road repair, Councillor Hare commented that as the road through the park was a private one then should there be some approach made to TfL to request some contribution towards road maintenance and repair. Councillor Hare also reported a bollard on its side at the Grove entrance which had been like that for 2/3 weeks. In response to the Chair's enquiry Councillor Hare confirmed that he had not reported it to officers.

In response, Mr Gill noted the bollard issue, and with regard to the TfL contribution to road maintenance it was a fact that, although the road was a bus route it was not one of TfL's primary network routes and therefore they would not contribute. Mr Gill further advised that this possibility had been investigated on a number of occasions in recent years and the answer from TfL had always been the same.

The Trust Solicitor – Mr Harris advised the Board that the road was indeed a private road and therefore the Board had every right to close it should it wish to. He also commented that there had been an agreement entered into in the mid 1930's between the Trust and London Transport allowing the use of the private road by public transport.

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In response to further points of clarification Mr Gill advised that the income that could be generated from the car park charging may be considerable and that there would be a report to future Board meeting on options but in terms of the general funding deficit there would need to be in the region of £2 million per annum generated to cover the deficit.

The Chair then summarised and it was:

RESOLVED

- i. That approval be given to the park being entered for the various award schemes;
- ii. That a site visit be arranged to the Garden Centre and the Pitch and Putt Course in view of the tenant's proposals for those sites, and that 2 representatives from the Alexandra Park and Palace be invited to attend the site visit if the Advisory Committee had not already considered and given its views in respect of both proposals; and
- iii. That the contents of the report in its entirety be noted.

APBO45. OUTLINE 3 YEAR BUSINESS PLAN

The Chair asked for an introduction of the report.

The Interim General Manager Alexandra Palace – Mr Gill referred to the Trust's Business Plan for 2009/10 which had set out a number of aims and objectives for 2009/10, and the consideration and approval of a report on 29 June 2010 concerning a draft 3 year Business Plan which had contained a proposed Work Plan for the Trust's officers for 2010/11 which was approved by the Board. Progress on the Work Plan was ongoing with many objectives achieved or near completion to date, and it was envisaged that the majority of the Business Objectives would be achieved by 31 March 2011.

Mr Gill further advised that the Business Plan was intended to be a strategic overarching document which sat above existing Plans including APTL's Business Plan, the AP Park Management Plan, Conservation and Heritage Management Plan and Action Plans of key partners. However, the Board had not been asked to approve a final Business Plan owing to ongoing development a number of factors concerning the Trusts' structure, organisation, staffing and its capital programme which had been or were under review during 2010/11. Mr Gill commented that both Alexandra Palace and Park Trust, and Alexandra Palace Trading Limited were committed to working towards a 3 to 5 year Business Plan and during 2010 both parties had been working closer together on a number of strategic and operational interdependencies at Alexandra Palace and Park, and preparations were in hand for the next versions of both Business Plans.

Mr Gill further commented that it was also the case that the Board was in the process of reviewing its revenue budget for 2011/12 and the amount of forecast Gift Aid for 2011/12 was as yet unknown. The result of the Trust's requests to Haringey Council for revenue and capital funding would not be known until March

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2011. Mr Gill concluded that at this stage in the business planning process, the Board was asked to consider at a strategic level what it wished to achieve during the period 2011 to 2014.

The Chair thanked Mr Gill for his succinct introduction and asked if there were any comments or views from Members.

Councillors Stewart and Hare comment that in regard to strategic achievements from 2011 to 2014 in their view the issue of regeneration was of great importance and should be given priority.

Ms Kane welcomed this suggestion and that it was wholly appropriate for the future of the Palace that there be emphasis on regeneration.

Mr Gill concurred with Ms Kane's sentiments.

The Chair, in welcoming the expressed views, commented that in the current climate of austerity there could be limited scope for regeneration but that every effort should be made to ensure this over the following 3 years.

In response to comments from Councillor Hare, the Chair advised that the regeneration working group was primarily a group of officers with assistance and expertise from the LB Haringey. The concept of the business plan would allow for the Trust to be able to look back and identify those areas where there had been progress and achievement and those areas which were progressing and that the business plan was a continuing work-in progress which was regularly updated.

The Chair then summarised and it was:

RESOLVED

- i. That in respect of the proposed content of the Business Plan, in terms of strategic guidance on its objectives for the period 2011 to 2014, it be agreed that the main strategic objective and focus of the Trust should be centred on the regeneration of the Palace and Park; and
- ii. That it be noted that the draft Business Plan would be submitted to the Alexandra Palace and Park Board in March 2011 when the Trust's revenue and capital allocation was known, and that the final Business Plan for the period 2011 to 2014 be submitted for approval by the Alexandra Palace and Park Board on 28 April 2011.

APBO46. BESPOKE CODE OF GOVERNANCE (PART 2)

The Chair asked for an introduction of the report.

The Interim General Manager Alexandra Palace – Mr Gill advised the meeting that his report gave an update on progress in making the NCVO Code of Governance bespoke to Alexandra Park & Palace Charitable Trust. Mr Gill reported that a revised version of the Code was published on 19 October 2010.

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| | <p>The revised version broadly reflected the same key principles as the previous 2005 version. In commenting that the reviewing of governance should be an ongoing process, and good practice was always evolving Mr Gill advised that it was proposed that the Board did not adopt the revised Code at this juncture, but that work continue by him on the remainder of the documents including the Trustee Code of Conduct and Declaration Of Interest and a new Conflict of Interest Policy.</p> <p>(Mr Willmott arrived at 20.43hrs)</p> <p>Mr Gill further advised that the key documents that comprised the Trustee Handbook were all in final form and would be available to download from the Alexandra Park & Palace web site. Mr Gill concluded that the Board may wish to consider adopting the refashioned Code at a future date and he proposed that this be the subject of a “Good Governance” Away Day for the Board following the induction of any new Trustees in May or June 2011.</p> <p>The Chair welcomed the proposals as advised by Mr Gill.</p> <p>There being no points of clarification the Chair summarised and it was:-</p> <p>RESOLVED</p> <ul style="list-style-type: none"> i. That approval be given to not adopting the revised NCVO Code of Good Governance at this juncture; ii. That the revised Code be adopted at a future date, following consideration of this and other issues at a proposed “Good Governance” Away Day for the Board following the induction of any newly appointed Trustees in May or June 2011; iii. That approval be given to the proposed approach to continuing work on the remainder of the documents comprising the Trustee Handbook including the Trustee Code of Conduct and Declaration of Interest, a new Conflict of Interest Policy and terms of reference for a new Sub-Committee of the Board centring on Audit, Finance and Human Resources issues; and iv. That the Interim General Manager Alexandra Palace be authorised to continue with the further development of the Trustee Handbook. |
| <p>APBO47.</p> | <p>ANY OTHER UNRESTRICTED ITEMS THE CHAIR CONSIDERS TO BE URGENT</p> <p>There were no items of urgent business.</p> <p>NOTED</p> |
| <p>APBO48.</p> | <p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED</p> |

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| | <p>That the press and public be excluded the from the meeting for consideration of Items 14 - 15 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 the business or financial affairs of any particular person (including the authority holding that information).</p> <p style="text-align: center;">SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</p> |
| <p>APBO49.</p> | <p>FINANCE UPDATE</p> <p>AGREED RECOMMENDATIONS CONTAINED IN THE REPORT</p> |
| <p>APBO50.</p> | <p>ANY OTHER EXEMPT ITEMS THE CHAIR CONSIDERS TO BE URGENT</p> <p>There were no items of urgent business.</p> <p>The chair confirmed to the Board that there would be an Informal round table discussion for the Board Members of Alexandra Palace and Park Board, and Board Members of Alexandra Palace Trading Limited at 18.30hrs on Thursday 13 January 2011 at Alexandra Palace. The Chair also extended the invitation to the three non-voting Consultative Committee representatives to the Board – Ms Paley, Mr Tarpey and Mr Willmott and the Observer – Mr Liebeck.</p> <p>The Chair, on behalf of the Board wished all officers of the Trust, and those supporting the Board a very merry Christmas, and a happy New Year.</p> <p>The Interim general Manager – Mr Gill also passed his thanks and appreciation to all officers of the trust for their effort in 2010, and also his thanks to the Clerk to the Board and Committee Manager – Clifford Hart, and also Natalie Cole from his Committee Team for all of their support and efforts in assisting the Board and its Sub-bodies.</p> <p>NOTED</p> |

The meeting ended at 20.57hrs

COUNCILLOR PAT EGAN

Chair

**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
FRIDAY, 28 JANUARY 2011**

Denotes attendance*

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

Non-Voting Representatives: Val Paley*, Mike Tarpey*, Nigel Willmott

Observer: David Liebeck*

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace
Mr I. Harris – Trust Solicitor
Ms R. Kane – Managing Director – Alexandra Palace Trading Limited
Ms J. Parker - Director of Corporate Resources – LB Haringey
Mr T. Mitchison – Principal Lawyer – LB Haringey
Mr C. Hart – Committee Manager (Clerk to the Board) LB Haringey

**MINUTE
NO.**

SUBJECT/DECISION

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| <p>APBO51.</p> | <p>APOLOGIES FOR ABSENCE</p> <p>There were no apologies for absence.</p> <p>NOTED</p> |
| <p>APBO52.</p> | <p>URGENT BUSINESS</p> <p>There were no items of urgent business.</p> <p>NOTED</p> |
| <p>APBO53.</p> | <p>DECLARATIONS OF INTERESTS</p> <p>Councillor Egan declared a non prejudicial interest on behalf of Councillors Hare, Scott, Strickland and himself in respect of Agenda Item 5 as Directors of Alexandra Palace Trading Limited.</p> <p>Ms Parker declared a non prejudicial interest in respect of Agenda Item 5 as a Non Executive Director of Alexandra Palace Trading Limited.</p> <p>NOTED</p> |
| <p>APBO54.</p> | <p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
FRIDAY, 28 JANUARY 2011**

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| | <p>That the press and public be excluded the from the meeting for consideration of Items and as they contain exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985) paras 1,2 and 3 - namely information relating to any individual, information which is likely to reveal the identity of an individual and information relating to the business or financial affairs of any particular person (including the authority holding that information).</p> <p style="text-align: center;">SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</p> |
| APBO55. | <p>ADVICE ON CURRENT POSITION IN RELATION TO POTENTIAL LITIGATION</p> <p>Agreed recommendations as MOVED.</p> <p>There being no further business to discuss the meeting ended at 19.25hrs.</p> |

COUNCILLOR PAT EGAN

Chair

**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 15 FEBRUARY 2011**

*Denotes attendance

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

Non-Voting Representatives: Val Paley, Mike Tarpey*, Nigel Willmott*

Observer: David Liebeck*

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace
Mr I. Harris – Trust Solicitor
Ms R. Kane – Managing Director – Alexandra Palace Trading Limited Ms H. Downie – Head of Finance – Alexandra Palace
Mr M. Evison – Park Manager – Alexandra Palace
Ms J. Parker – Director of Corporate Resources – LB Haringey
Mr C. Hart – Committee Manager (Clerk to the Board) LB Haringey

**MINUTE
NO.**

SUBJECT/DECISION

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| APBO56. | <p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received on behalf of Val Paley, and for lateness from Councillor Stewart.</p> <p>NOTED</p> |
| APBO57. | <p>URGENT BUSINESS</p> <p>The Chair clarified that there were no items of urgent business.</p> <p>The Committee Manager – Mr Hart advised that whilst there were no urgent items for consideration, there were two items which had been marked 'TO FOLLOW' agenda item 7 – Governance Review, and agenda item 8 – Regeneration Working Group Update – for which reasons for lateness would be given by the Interim General Manager.</p> <p>NOTED</p> |
| APBO58. | <p>DECLARATIONS OF INTERESTS</p> <p>There were no declarations of interests.</p> <p>NOTED</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 15 FEBRUARY 2011****APBO59. QUESTIONS, DEPUTATIONS OR PETITIONS : TO CONSIDER ANY
QUESTIONS, DEPUTATIONS OR PETITIONS RECEIVED IN ACCORDANCE
WITH PART 4, SECTION B29 OF THE COUNCIL'S CONSTITUTION**

The Clerk to the Board – Mr Hart advised the meeting that 2 questions had been submitted by Mr Jacob O'Callaghan for response. The Clerk asked that Mr O'Callaghan come forward and sit at the meeting table in order to put his questions.

The Chair advised Mr O'Callaghan that whilst his questions had been submitted after the stated deadline of 10.00hrs – Monday 7 February 2011 – the rules being as detailed in the Council's Constitution, on this occasion the questions would be allowed to be put, but the Chair emphasised that this would not be setting a precedence and it was a 'one off'.

The Chair asked Mr O'Callaghan to put his questions. The Chair also advised that he would be responding to the questions on behalf of the Board.

Mr O'Callaghan asked his 1st question to all trustees, and Julie Parker:

"Would the trustees accept that the charity's main past financial, legal and PR disasters of the past thirty years of the charity (the overspend after the 1980 fire, the High Court decision, and the allowing of Firoka to take over the Palace and use charity and council resources without payment) were caused, according to both the official reports (the PFI report, and the Walklate reports respectively), because decisions were allowed to be made, and public money spent, without scrutiny, debate or indeed authority."

The Chair responded that mistakes had been made in the past, but lessons have been learned and the Board is keen to ensure that it continues to accept its trustee responsibilities for making decisions on the strategic direction of the Charity in accordance with best practice in the charity sector and the Council's rules. That was why the Board overhauled its governance arrangements and adopted the NCVO Code of Good Governance and why the Board was careful to take appropriate professional advice on every decision it had taken. The Board was accountable for these decisions; not the officers, not the Council, not the public at large and not the users of the Palace.

The Chair asked, for the purpose of elucidation if Mr O'Callaghan had a further point.

Mr O'Callaghan responded in the guise of a statement to the Board and the Chair reminded him that he would only allow a point of elucidation – therefore if there was not a point in this respect then to move on to the 2nd question.

The Chair then asked Mr O'Callaghan to state his second question.

Mr O'Callaghan asked his 2nd question to all trustees, and Julie Parker:

"Would the trustees, and Ms Parker, accept that several of the items they have taken in recent months, and are asked to consider tonight, including the decision they took in December about merging of the trading company and the charity's

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identity, decisions of the regeneration working group, and Ms Parker's report on executive restructuring tonight, should have first been the subject of wider explanation, debate and consultation with interested parties and "stakeholders". Will they now kindly agree to postpone them until that explanation, debate and consultation has been arranged?"

The Chair responded that the premise upon which this question was based, namely that the Board had agreed to merge the identity of the charity and the trading company, is not correct. The work of the Regeneration Working Group and the Executive Restructure were both rooted in the Governance and Future Vision review, upon which the Board had consulted widely with a large number of stakeholders. There had been no requests to the Board to consult again on whether it should find the money to regenerate the Palace or to address the obvious need for an effective management structure. There had been no suggested viable alternative to what the Board was doing. The Board stood by its decisions in these areas. It was painfully aware of the urgent need to arrest the dilapidation of the building and to find viable uses for the space that accord with our Vision for Alexandra Palace. The Board would like the support of all its stakeholders in this process but it was not prepared to delay further the key decisions it must take to allow officers to get on with the job of saving Ally Pally from a fate like the Crystal Palace.

The Chair asked, for the purpose of elucidation if Mr O'Callaghan had a further point.

Mr O'Callaghan commented that he had not understood the detail of the answer and that it had not addressed a number of issues in relation to the lack of consultation, and questioned whether officers had understood what consultation meant.

In response the Chair commented that he had raised the issue of consultation at the Consultative Committee on 8 February 2011 and the Chair reiterated the point made at that meeting that there seemed to be a misconception on behalf of people of what was meant by consultation and negotiation, and that there should not be any misconception.

The Chair then thanked Mr O'Callaghan for his questions on behalf of the Board.

NOTED

APBO60. EXECUTIVE RESTRUCTURING

The Chair asked for an introduction of the report.

The Director of Corporate Resources – LB Haringey – Ms Parker advised that there were two reports on the agenda in respect of the Executive Restructure of Alexandra Palace, being this and the other in the exempt part of the proceedings. The purpose of the report was to seek the Board's approval to the process for

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and appointment of a new Chief Executive for the Trust as part of a staged restructuring of the Trust and its operations. and also, to consider interim arrangements as detailed in the exempt report before the Board later in the agenda.

Ms Parker referred the Board to its decision of 2 March 2010 to agree that proposals be drawn up for consideration of a permanent staffing arrangement. Ms Parker advised that the current staffing structure of Alexandra Palace and Park Charitable Trust (APPCT) was established in May 2007 and had been designed to meet the managerial and operational needs when it was planned to grant a lease to Firoka. However the current staffing structure was not appropriate in the light of the fact that the proposed lease to Firoka was not to be granted and does not recognise the current consideration of the future strategic direction of the Palace. It also had some inbuilt inefficiencies, lacked cohesion at strategic and delivery levels, as well as creating some unnecessary elements of competition, duplication of work and effort, leading to slow decision making. It therefore did not fit for the current needs of both the Trust and Alexandra Palace Trading Limited.

Ms Parker outlined the strategic work of the Trust in the coming months which included the completion of the new governance structure and standards, maintaining the momentum of the master planning process for the site, and managing any capital allocation for dilapidations while continuing to address compliance matters for the site. She also referred to the potential strategic work of APTL over the next year – namely building and consolidating its business position, embedding a number of new staff appointments into the senior management team, and continuing to build upon its profile to maximise commercial returns.

Ms Parker advised that in the past ten months considerable consideration had been given to what was the most appropriate management and staffing structure would be in a way that supported the long term future of the Trust//APTL and the recently approved new vision. Ms Parker commented that many of the weaknesses and inefficiencies of the current management arrangements would be addressed if there was one staffing structure covering both trust and company with one lead manager. The structure would be set up with a team of senior staff able to cover the many challenges of the building and park, be commercially driven to exploit the asset for revenue generation and also work on the execution of a master plan.

Ms Parker also advised that the management of the Palace would continue with its overriding requirement to act in accordance with charity law and discharge the charitable objectives of the Trust. A possible single staffing structure had been assessed, which had been examined and discussed with the Board, and the Directors of APTL, together with the Interim General Manager and Managing Director APTL. It was felt appropriate that a phased approach be taken to any reorganisation with an appointment of a new Chief Executive in lieu of the General Manager post in the first instance. In recognising that the Palace needed to move on after the period of uncertainty and align all its developing strategies and restructure it was felt appropriate that the new Chief Executive (to be appointed in June 2011), once appointed, would need to examine the resource requirements in the Autumn of 2011 with a view to developing a plan to

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migrate to a single staffing structure to operate within the new governance structure and to meet the future strategic direction of the Trust.

In terms of the way forward, Ms Parker commented that the Charity Commission would be advised of any proposals by the Trust when they were informed of any changes to the governance arrangements. In terms of the recruitment process it was recognised that this role will not be easy to fill and to progress the selection and interview process it would be appropriate to select support from an Executive Recruitment Consultant to assist in the search and selection of prospective candidates and to establish an Appointment Panel to act on behalf of the Board. Ms Parker advised that she was recommending the utilising of the Council's Framework for Executive Recruitment Consultants and that delegation be provided to the Director of Corporate Resources, acting on behalf of the Council's Chief Executive in his "charity capacity" to appoint a Consultant after a mini competition, in consultation with the Chair of the Board, at a cost circa £33,000.

Ms Parker referred to the Panel Membership of the Chief Executive's Appointment Panel, recommended as any five Members of the Board and a political composition of three majority party Members to two minority party Members, together with invited non-voting observers, the two Non-Executive Directors of APTL and the Director of Corporate Resources, as the representative of the Council's Chief Executive. Ms Parker concluded that there would be a number of processes and procedures that would be adopted over the next few months to guide the Panel to its decision and recommendation on a suitable candidate and whilst the Executive Recruitment Consultant appointed would assist it was considered pertinent for the final decisions on these arrangements to be delegated to the Director of Corporate Resources, acting on behalf of the Council's Chief Executive in his "charity capacity", and in consultation with the Chair of the Board. This would also include the final remuneration package to be offered.

The Chair thanked Ms Parker for her detailed introduction and asked that the Board focus on the first recommendation as detailed in terms of consideration of the appointment of a Chief Executive to replace the position of General Manager, as if this were not to be agreed then the remainder of the recommendations would not be considered. The Chair asked if there were any points of clarification from Members.

Councillor Williams queried the engaging of external consultants for the purpose of recruitment and the associated cost of this, and also whether there was a likely conflict in terms of the functions of Alexandra Palace and Park Board, and Alexandra Palace Trading Limited. Councillor Scott also sought clarification as to whether there were any other possible arrangements looked at as regards the proposed new structure.

In response Ms Parker advised that in terms of the engaging of consultants, it was felt necessary given the type of work required to carry out the recruitment process at this level, and that an external consultant would be able to assess the market to source and attract the required calibre of candidates. In terms of the proposed structure it had taken approximately a year to give thought to the outlined structure and though at times there may be a conflict as Chief Executive managing both the Charitable Trust and APTL but where there were such

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conflicts there would be assistance from the LB Haringey's Chief Executive as Head of Paid Service. Ms Parker also stressed that the areas of conflict were not considerable and would not cause difficulties in terms of the overall management of the service areas.

In response to points of clarification from Mr Tarpey in respect of the LB Haringey's Chief Executive delegation as referred to in para 13.2 of the report the LB Haringey's Principal Lawyer – Mr Mitchison advised the Board that there was an overlap of regulations in terms of the Charity and the Council given that Council regulations required appointments taken by a Member level body with a Member of the Council's Cabinet sitting on that panel. In that respect such an arrangement would not be acceptable to the Charity Commission and therefore the alternative was to delegate the final decision to an officer – the Chief Executive of LB Haringey as Head of Paid Service to have the final say, and the Chief Executive would then delegate this to the Director of Corporate Resources who would sit on the Panel on their behalf.

(Mr Willmott arrived at 19.58hrs)

In response to further points of clarification, Mr Mitchison advised that the Interview panel would be sitting as Charity Trustees and acting solely in the interest of the Charity when making their decision.

The Trust Solicitor – Mr Harris, in concurring with the views expressed by Mr Mitchison, advised that in effect the Chief Executive of LB Haringey was the line manager of the current General Manager and would continue to line manage the newly appointed Chief Executive.

Councillor Hare referred to the composition of the Interview panel and asked whether there should some merit to having an independent person sitting on the panel in a non voting capacity. In response, Ms Parker expressed her caution at the suggestion as currently the Panel was totalling seven in total, which in itself would be a daunting task for any interviewee. In her view, the role of the external recruitment consultants would fulfil this role adequately.

Councillor Strickland commented that the composition of the Panel involving non voting representatives was welcomed and that the advice of the external consultants in the process would offer a degree of external independence in terms of giving a view.

There being no further comments the Chair summarised and it was:-

RESOLVED

- i. that approval be given to the appointment of a Chief Executive to replace the position of General Manager within the Trust as part of a future plan to bring in one staffing structure for the Trust and APTL;
- ii. that the Full Council of LB Haringey be requested to amend the Council's Constitution so that the Trust may appoint its new Chief Executive in full accordance of The Local Authorities

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| | <p>Standing Orders Regulations (S.I. 2001/3384) entailing a delegation by the Alexandra Palace and Park Board to the Council's Chief Executive, in his "charity capacity", of powers to appoint, dismiss and discipline the Alexandra Palace & Park Chief Executive, and that such powers will be exercised in consultation with the Alexandra Palace and Park Board or its appointed Panel/Sub-Committee.</p> <p>iii. that the Council's framework to appoint Executive Recruitment Consultants be utilised to assist and support in the search and selection of suitable candidates with the contractual relationship to be with the Trust;</p> <p>iv. that authority be delegated to the Director of Corporate Resources, LB Haringey, acting on behalf of the Council's Chief Executive in his "charity capacity", and in consultation with the Chair of the Board, to the appointment of the Executive Recruitment Consultant and the finalisation of the interview process and the documentation required to commence and finalise the search and recruitment; and</p> <p>v. that an Appointment Panel for the recruitment of the Chief Executive be appointed as detailed in 11.6 of the report consisting of any 5 Members of the Board with the Panel having a political composition of 3 majority party Members to 2 minority party Members with invited non-voting observers consisting of one Advisory/Statutory Advisory Board Trustee; the two Non-Executive Directors of APTL and the Director of Corporate Resources, LB Haringey as the representative of the Council's Chief Executive.</p> |
| <p>APBO61.</p> | <p>FINANCE UPDATE</p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Head of Finance Alexandra Palace – Ms Downie advised the meeting of the results for the nine month period ended 31st December 2010 which were tabulated against budget at Appendix 1 of the report.</p> <p>Ms Downie went on to advise that unrestricted income was £12k below budget and unrestricted expenditure was £226k below budget, giving a net positive variance against budget of £214k. The reforecast for the year was detailed at Appendix 2 of the report and Ms Downie commented that the Trust's unrestricted deficit for the year was currently projected to be £100k lower than budget, before the reforecast position of APTL had been taken into account. This reflected the £40k forecast underspend presented to the Board in November together with further savings on security, repairs and maintenance (£42k), parks (£10k) and Trust staffing costs.</p> <p>Ms Downie went on to advise the Board of a potential pension liability in respect of one individual transferred to the new IFM contractor under TUPE. The potential liability was un-quantified, subject to change over time and would only crystallise</p> |

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| | <p>if the individual concerned leaves the organisation due to redundancy or retirement.</p> <p>There being no points of clarification the Chair summarised and it was:</p> <p>RESOLVED</p> <ul style="list-style-type: none"> i. That the results for the nine month period to 31st December 2010 and the forecast outturn for the 2010/11 financial year be noted; ii. that the savings being implemented by the Trust to reduce the call on the Council's corporate resources in 2010/11 be noted; and iii. that the potential pension liability in respect of one individual transferred under TUPE to the new IFM contract provider. |
| <p>APBO62.</p> | <p>GOVERNANCE UPDATE</p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Interim General Manager – Mr Gill advised that the reasons for lateness of the report was as a result of consideration by the Alexandra Palace and Park Consultative Committee meeting after the agenda publication, and the need to report the outcome of that discussion to the Board.</p> <p>Mr Gill informed the meeting that the report gave an update on progress towards a combined and more effective stakeholder forum following the work done by both the Consultative Committee and the Statutory Advisory Committee in reviewing their relative effectiveness. As the Board were aware both Committees had established working groups which had met on several occasions and held a joint meeting on 14 January 2011. As a result, a report approved by the Chairs of both Working Groups was considered by the Statutory Advisory Committee on 25 January 2011 and by the Consultative Committee on 8 February 2011. The joint report recommended a two-stage process to move to a single 'reconstituted' Statutory Advisory Committee, which would effectively incorporate the Consultative Committee.</p> <p>Mr Gill went on to comment that the report before the Board detailed the process of the Review and informed the Board that both Committees were in accord with the proposed next steps, the first of which was to hold two joint meetings of both Committees, followed by a review after each meeting. The first such joint meeting was proposed for 5 April 2011.</p> <p>(Councillor Stewart arrived at 20.14hrs)</p> <p>The Chair thanked Mr Gill for his succinct introduction and asked if Mr Liebeck or Mr Willmott would wish to give their views.</p> <p>Mr Liebeck commented on the positiveness of the working groups and their due consideration of issues which had resulted in the formation of the two models. The second of the two models had been viewed as the most effective model to try and it did in effect avoid a considerable amount of duplication.</p> |

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Mr Willmott, in sharing Mr Liebeck's view, commented that the joint meeting of the working group had been enthusiastic with a cross fertilisation of issues. There had been some useful and constructive comment and that there had been two main points that arose – namely that it had been felt that there had not always been due courtesy shown by the Board to the views of the Advisory Committee when referred to the Board, and the perception that the Board at times may see the Advisory Committee as more of a hindrance. The second point that had arisen was whether there may be an effective 'annual meeting' type event where all three bodies would meet to discuss issues likely to be forthcoming over the next year, and areas of commonality.

The Chair thanked Messrs Liebeck and Willmott for their contribution which was much appreciated and welcomed. The issue of overlapping between the two bodies would most certainly cease in terms of a joint meeting in the future and that any proposals for a joint body being informed would require certain agreement by the Charity Commission, and a change in existing primary legislation.

There being no further comments Mr Willmott placed on record his appreciation and thanks to those who had participated in the individual and joint working groups, particularly the effort of Colin Marr of the Consultative Committee. This view was shared by the Board as a whole.

The Chair then summarised and it was:

RESOLVED

- i. That the joint recommendations and comments of the two Working Groups and the resolutions of the Alexandra Park and Palace Statutory Advisory Committee from its 25 January 2011, and those of the Alexandra Palace and Park Consultative Committee of 8 February 2011 be noted;
- ii. That the approval be given to the proposal to hold two joint meetings of Alexandra Park and Palace Statutory Advisory Committee and the Alexandra Palace and Park Consultative Committee with the first such meeting on taking place on 5 April 2011, as proposed by the joint recommendation 1 of the two Working Groups;
- iii. That authority be delegated to the Chair of the Board with the assistance and advice of the Interim General Manager, to liaise with the Chair of the Alexandra Park and Palace Statutory Advisory Committee, in respect of an initial review of the joint meetings ;
- iv. that approval be given in principle to the adoption of a two-stage process with stage one the immediate implementation of a joint Alexandra Park and Palace Statutory Advisory Committee, and Alexandra Palace and Park Consultative Committee (Model 1) and stage two a reconstituted Alexandra Park and Palace Statutory Advisory Committee (Model 2);
- v. That the Interim General Manager be instructed to investigate the practicalities of having a single Alexandra Park and Palace Statutory Advisory

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 15 FEBRUARY 2011**

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| | <p>Committee, and Alexandra Palace and Park Consultative Committee and to seek legal and Charity Commission advice in order to advise further on this matter;</p> <p>vi. That further reports be submitted on this matter at future meetings and after the two trial meetings referred to (ii) to above had been held.</p> |
| APBO63. | <p>REGENERATION WORKING GROUP - UPDATE & FEEDBACK</p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Interim General Manager – Mr Gill informed the meeting that the report gave an update on progress made by the Alexandra Park & Palace Regeneration Working Group (APPRWG) since the last report to the Board on this matter on 21 December 2010. The reasons for lateness of the report were due to the Interim General Manager wishing to present to the Board the most recent activity of the APPRWG, which had met on 2 February 2011.</p> <p>Mr Gill advised that the report provided the Board with more details of the Options Analysis and Feasibility Study currently being undertaken by Locum (Colliers International) including the procurement and selection process that resulted in the appointment of Locum to undertake the Options Analysis and Feasibility Study. With regard the Communications Strategy for the Regeneration Project, this was now at an advanced draft stage and its primary aim was to undertake effective stakeholder engagement, through clear and accurate information about each stage of the Regeneration process to be disseminated effectively, manifested in a two-way conversation with a range of stakeholders.</p> <p>Mr Gill advised that pending the consideration of the Communications Strategy for the Regeneration Project the report sought the Board's approval for the Chair/Vice Chair to act as spokespeople on behalf of the Board and for the handling of media enquiries. Mr Gill advised of the six key work stages involved in the study;</p> <ul style="list-style-type: none"> Stage 1 Inception and Review (complete) Stage 2 Site Analysis (complete) Stage 3 Consultation – Internal and External Stage 4 Analysis and Viability Stage 5 Draft Report Stage 6 Final Report <p>Mr Gill also advised that Locum would not engage with any external stakeholders, potential operators or funders at this stage without the permission of the Working Group or the Board. The target date for Stage 5 was 1 April with a view to presenting the final report to the Board at its meeting on 28 April 2011. Mr Gill also stressed that key to all of the objectives was the imperative for clear and accurate information about each stage of the Regeneration process to be disseminated effectively, manifested in a two-way conversation with stakeholders.</p> <p>Mr Gill further commented that further reports would be submitted to the Board on the Regeneration project at future meetings and at its meeting on 28 April 2011, there would be a report and a presentation on the findings of the Options Analysis</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
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and Feasibility Study. Mr Gill also commented that the Working Group recognised that it would need to communicate to stakeholders and interested parties what it was doing and the Communications Strategy outlined in the report was designed to ensure that there was a two-way conversation with stakeholders underpinned by clear and accurate information about each stage of the Regeneration process to be disseminated effectively. Mr Gill concluded that Locum would commence engaging with selected stakeholders as part of the work on the Options Analysis and Feasibility Study, and letters would be sent within 48 hours of this evening's meeting to invite Trustees and Stakeholders to consultation workshops.

The Chair thanked Mr Gill for his introduction and asked if there were any points of clarification from Members.

Councillor Hare commented on some of the wording at para 6.14 of the report as regards to the consultation work of LOCUM and the possible perceptions externally that work was being carried directly by them without approval or knowledge of the Working Group and the reference to 'and/or the Board', and that perhaps to allay those possible perception the wording should be changed by deleting 'or'.

Mr Gill responded that the wording in the report could be amended to show that the Board would be giving authority, via the APPRWG. Mr Gill advised that the wording would be changed in the report and it be reflected and noted in the Minutes that the wording at paragraph 6.14 should read 'and the Board', and not 'and/or the Board', as stated.

Councillor Williams referred to recommendation 2.5 in terms of the Board agreeing that the Chair and/or Vice Chair are authorised to speak publicly on behalf of the Board concerning the Regeneration Project, and commented that he would also wish to give comment on the media on matters relating to the future regeneration of the Palace as a Member of the Board, and why this recommendation had been suggested.

Mr Gill responded that it was normal practice that any comments in terms of media or press and publicly should be channelled through the Chair or Vice-Chair and the recommendation was there to confirm that this process would continue.

Councillor Williams commented that he was unhappy with such a recommendation and that he would be unable to support it.

The Chair commented that in respect of the recommendation it was a fact that there had to be a collective voice reflecting a collective decision and that the Board should be acting independently of the Council and in the best interests of the Palace and park.

Councillor Hare commented that comment was issue dependent based and that comment did not change the actual decision of the Board.

The Managing Director Alexandra Palace Training Limited -Ms Kane commented that the reason for the recommendation being there was in order to have one voice in the consultation process and that it was easier for all media enquiries to

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 15 FEBRUARY 2011**

be handled by the Chair/Vice-Chair on behalf of the Board, speaking collectively and as one.

The Chair then summarised and it was:

RESOLVED

- i. That the recent and proposed work of the Alexandra Park & Palace Regeneration Working Group (APPRWG) as outlined in the report be noted;
- ii. That the procurement and selection process that resulted in the appointment of Locum to undertake the Options Analysis and Feasibility Study be noted;
- iii. That the APPRWG be requested to provide a synopsis of the Communications Strategy for circulation to Alexandra Palace and Park Board Members;
- iv. That the Chair and/or Vice Chair be authorised to speak publicly on behalf of the Alexandra Palace and Park Board concerning the Regeneration Project;
- v. That any media enquiries be referred to the Chair via the Alexandra Palace normal communications handling agency;
- vi. That the Chair of the APPRWG (or his nominated representative) be requested to present the findings of the Options Analysis and Feasibility Study to the Board's meeting on 28 April 2011; and
- vii. That the Interim General Manager be instructed to inform the Chair of the APPRWG of its resolutions on these matters.
- viii. That the wording in paragraph 6.14 be altered to read 'and the Board', and not 'and/or the Board'.

Councillor Williams asked that his dissent be recorded against resolution 5.

APBO64. PARK UPDATE

The Chair asked for a brief introduction of the report.

The Park Manager – Mr Evison in a detailed introduction gave reference to the report circulated and in particular gave an update to the Board in respect of interim figures from the car park data collection exercise, together with issues relating to park tenants, including the issues regarding the Lease renewal for the old station building. Mr Evison also referred to suggestions from a local resident for a number of ideas to improve AP's sustainability, with a proposed response to the short-term suggestions shown at Appendix A, together with recommended actions.

In particular Mr Evison referred to the CUFOS issue and advised that since the report had been written CUFOS Trustees had met with the Interim General Manager and himself to discuss the key terms of the new lease. Mr Evison advised that the meeting had been a very positive one, and as a result there was

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 15 FEBRUARY 2011**

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| | <p>unlikely to be a difficulty with the level of rent. The CUFOS Trustees were considering two options regarding the term of the rent and a break clause in respect of regeneration of the park and palace.</p> <p>Cllr Hare sought and received clarification to a number of matters as detailed in the report.</p> <p>The Chair then summarised and it was:</p> <p>RESOLVED</p> <ul style="list-style-type: none"> i. that the initial information from the car park data collection exercise be noted; ii. That the updates regarding park tenants be noted; iii. That authority be delegated to the Interim General Manager to agree renewal terms for the Lease to CUFOS before the deadline of 25 March 2011 and in default of agreement to instruct the Trust's solicitors to issue proceedings for interim rent; iv. That the London Borough of Haringey's Head of Legal Services be authorised to seal the finalised lease on behalf of the Alexandra Palace and Park Board; and iv. That the responses to the sustainability ideas suggested by a local resident be noted, and that those recommended items be included in the Trust's work programme for 2011-12. |
| <p>APBO65.</p> | <p>MINUTES</p> <p>RESOLVED</p> <ul style="list-style-type: none"> i. That the unrestricted minutes of the Alexandra Palace and Park Board held on 30 November 2010, 21 December 2010, and 28 January 2011 (Special) 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 8 February 2011 be noted; and iii. That the minutes of the Alexandra Park and Palace Advisory Committee held on 25 January 2011 be received and noted. |
| <p>APBO66.</p> | <p>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</p> <p>There were no items of unrestricted urgent business.</p> <p>NOTED</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
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| <p>APBO67.</p> | <p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED</p> <p>That the press and public be excluded from the meeting in respect of Items 13-17 as they contain exempt information as defined in Section 100a of the Local Government Act 1972; Paras 1, 2, 3, and 5 - namely information relating to an individual, and 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), and 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 (20.50hrs) the Chair MOVED an adjournment of the proceedings for a period of 5 minutes, which was agreed nemine contradicente.</p> <p><u>SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</u></p> |
| <p>APBO68.</p> | <p>MINUTES</p> <p>iv. AGREED the exempt minutes of the Alexandra Palace and Park Board held on 30 November 2010, and 21 December 2010,;</p> <p>v. AGREED the exempt minutes of the Special Alexandra Palace and Park Board held on 28 January 2011, subject to minor amendment.</p> |
| <p>APBO69.</p> | <p>FINANCE UPDATE</p> <p>AGREED TO NOTE THE REPORT</p> |
| <p>APBO70.</p> | <p>EXECUTIVE RESTRUCTURING</p> <p>At this point in the proceedings all officers present, with the exception of the Director of Corporate Resources, LB Haringey - Ms Parker, the Trust Solicitor - Mr Harris, and the Committee Manager - Mr Hart, withdrew from the meeting.</p> <p>AGREED RECOMMENDATIONS</p> |
| <p>APBO71.</p> | <p>ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT</p> <p>There were no items of exempt urgent business.</p> <p>NOTED</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 15 FEBRUARY 2011**

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There being no further business to discuss the meeting ended at 21.36

COUNCILLOR PAT EGAN

Chair

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**Alexandra Park & Palace Informal Joint Meeting of the
Advisory Committee and Consultative Committee**

on 5th April 2011

Report Title: **Proposals for the Cricket Clubhouse and Grounds**

Report of: **Mark Evison, Park Manager, Alexandra Palace Charitable Trust**

1. Purpose

1.1 To inform the committees of the proposals to improve the facilities at the cricket clubhouse and grounds and to ask if the committees have any advice they wish to offer the Alexandra Palace and Park Board.

2. Recommendations

2.1 That the Committees note the content of this report.
2.2 The Committees considers what advice, if any, they wish to offer the Board.

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 Two phases of improvement work are proposed for the cricket clubhouse and grounds as part of a project with the nearby Heartlands School.
3.2 Certain items will require planning permission and the committees are asked for their comments.

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. Background

- 6.1 The Cricket clubhouse and grounds are leased to the Alexandra Park Club for use “as a sports club for cricket & football and ancillary sports and social purposes.”
- 6.2 The new Heartlands High School is intending to use the pitches and facilities from September 2011 and several improvements are required. The project is being managed by Haringey Council’s Building Schools for the Future (BSF) team, and officers from this team will present more details at the meeting.
- 6.3 There are two phases of work proposed, the first will start as soon as possible.

Phase 1

- Improve the drainage of the football pitches and cricket outfield, because currently they are out of action for much of year due to water logging
- Reconfigure the WCs so they are acceptable for school use – current access is via the bar, and
- Install a new ramp to increase accessibility of the clubhouse as required under the Disability Discrimination Act 1995.

Phase 2 is to construct a multi-use games area (MUGA) on the former site of the tennis courts. This facility will include lighting to permit some evening use.

- 6.4 The BSF team have consulted the council’s Nature Conservation Officer. The drainage proposals in phase 1 contribute to the borough’s biodiversity plan by increasing the amount of standing water in the perimeter ditch. A number of studies are being carried out by the BSF team to establish the impact of phase 2 on wildlife.
- 6.5 Committee members were given the opportunity to view the area and discuss the proposals at site visits on 22 March.
- 6.6 As this project involves proposals requiring planning permission the Advisory Committee must be consulted under Section 9(3) of the Alexandra Park and Palace Act. The Board should have due and proper regard to this advice and use their best endeavours to give effect to such reasonable recommendations as are expedient in the interests of the charity and consistent with the trusts.
- 6.7 The functions of the Advisory Committee are laid out at paragraph 19 of schedule 1 of the Act and the committee is required “to promote the objects of the charity and assist the trustees in fulfilling the trusts by considering and advising” on a number of matters. The particular clauses that apply in this case are (v) any proposals which require planning permission and (vii) furtherance of recreation and leisure in the Alexandra Park and Palace.
- 6.8 The Consultative Committee can consider this item under the first object of its constitution: “To give representatives of appropriate local and national organisations the opportunity of full discussion on general matters affecting Alexandra Palace and Park.”

6.9 Although the Committees may decide to advise the Board of the impact the development may have on the palace and park, members are reminded that they may as groups, societies or individuals, comment on the proposals as part of the planning process.

7. Recommendations

7.1 That the committee notes the content of this report.

7.2 The committee considers what advice, if any, it wishes to give to the Board.

8. Legal Implications

8.1 The Trust's solicitor has no specific comments on this report.

8.2 The LBH Head of Legal Services has no specific comments on this report.

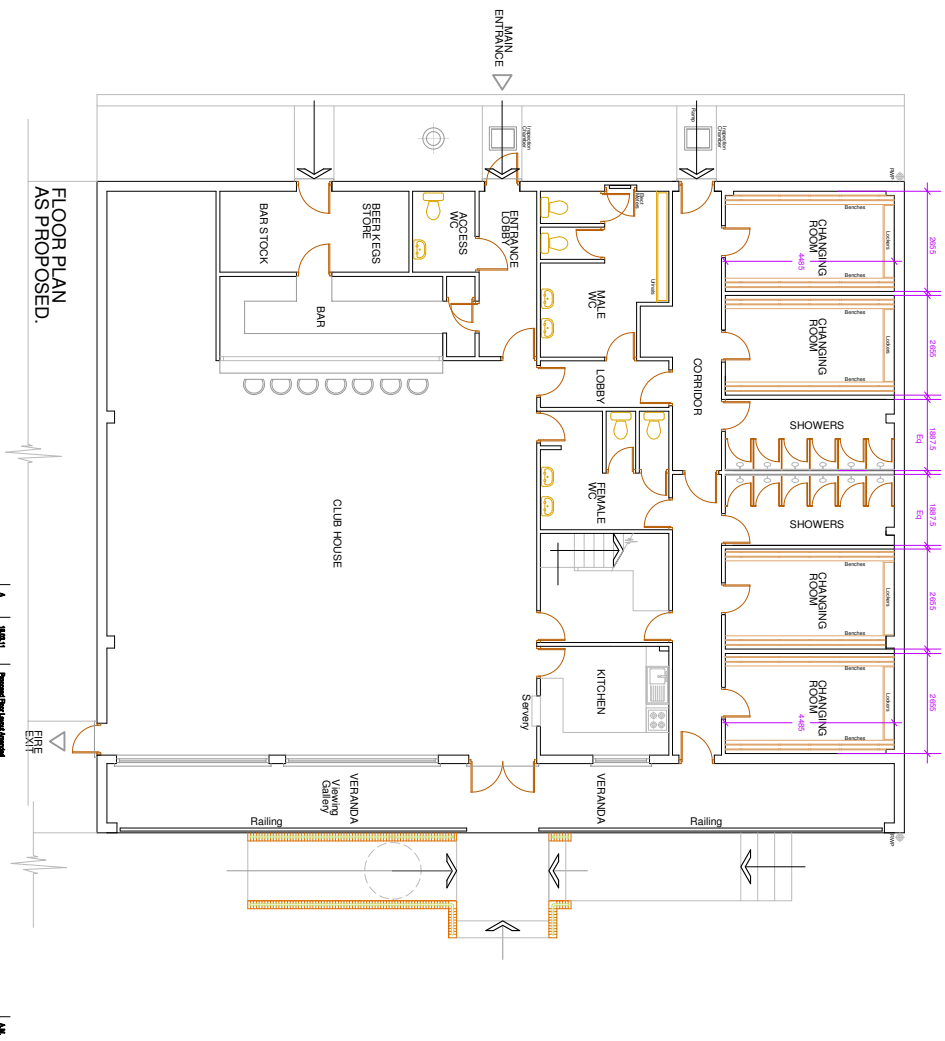
9. Financial Implications

9.1 The LBH Chief Financial Officer notes the content of this report

10. Use of Appendices/Tables/Photographs

10.1 Additional documents to be provided by the BSF team

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All dimensions to be checked on Site.

| REV | DATE | DESCRIPTION | AM | CD |
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NPS London Ltd -
3-4 Avocet House
Dunlop Way
London, E4 8TD
Tel: 020 8523 8282 Fax: 020 8523 6300
NPS PROPERTY CONSULTANTS LTD.
NPS CONTRACTORS LTD.
NPS CONTRACTORS LTD.

CLIENT: NPS GROUP CORPORATE SERVICES

PROJECT: NINDRA PALACE CLUBHOUSE HEARSTLAND SCHOOL

SUBJECT: FLOOR LAYOUTS AS EXISTING & PROPOSED.

DATE: March 2011
SCALE: 1:1000/A2








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REV: A
DRAWN: G.D.
CHECKED: A.M.

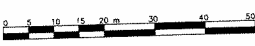
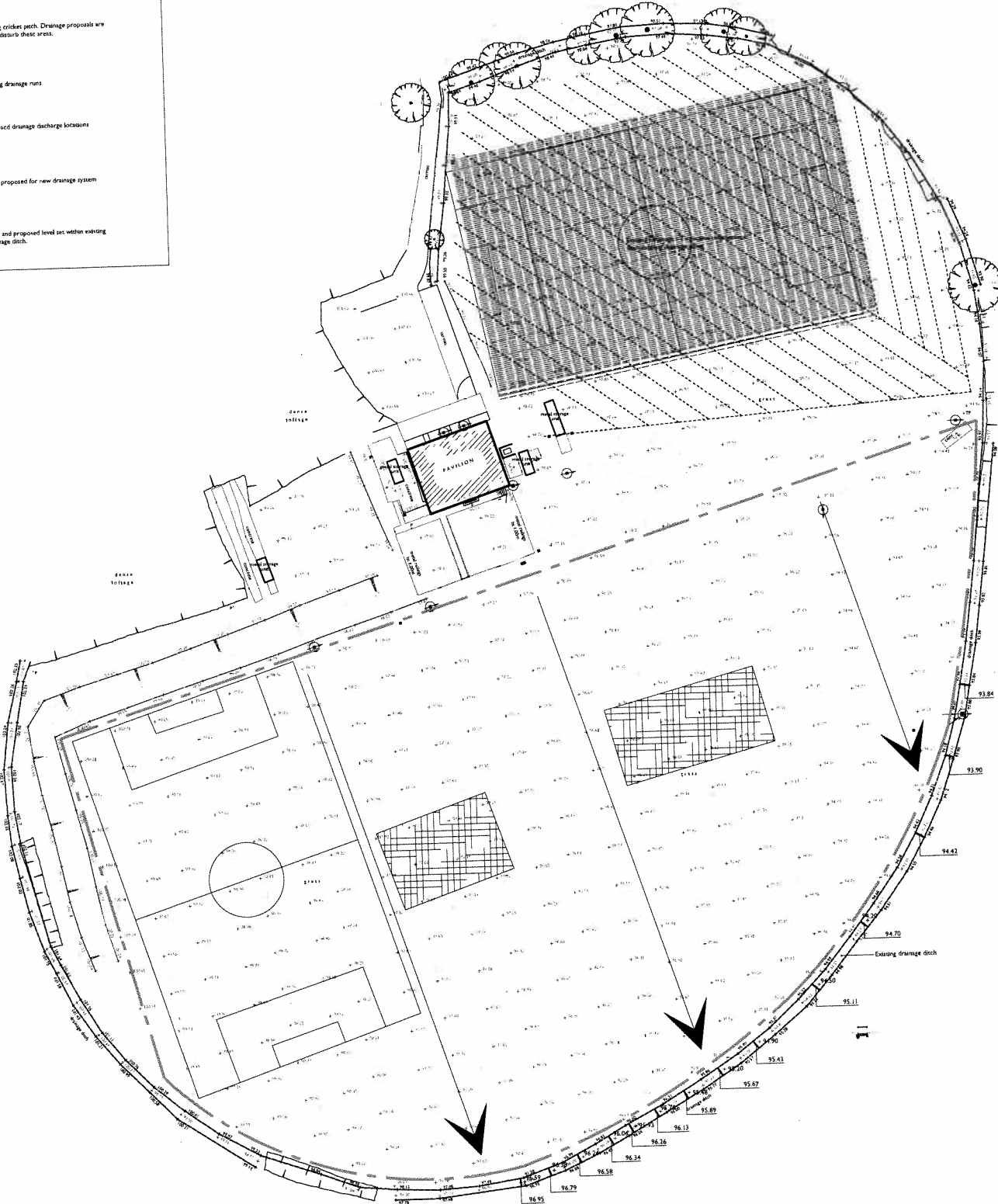
WWW.NPS.CO.UK



* NPS is the trading name and is registered to the relevant local authority.

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-  Existing drainage
-  Existing levels and contours
-  Existing cricket pitch. Drainage proposals are not to disturb these areas.
-  Existing drainage runs
-  Proposed drainage discharge locations
-  Area proposed for new drainage system
-  Dum and proposed level set within existing drainage ditch.



wynne-williams associates ltd
LANDSCAPE ARCHITECTS
 1 Metchley Lodge Offices, Pump Lane, Metchley,
 Chesham, Bucks HP8 1HQ
 Tel 01494 231000
 E mail landscape@wynne-williams.co.uk

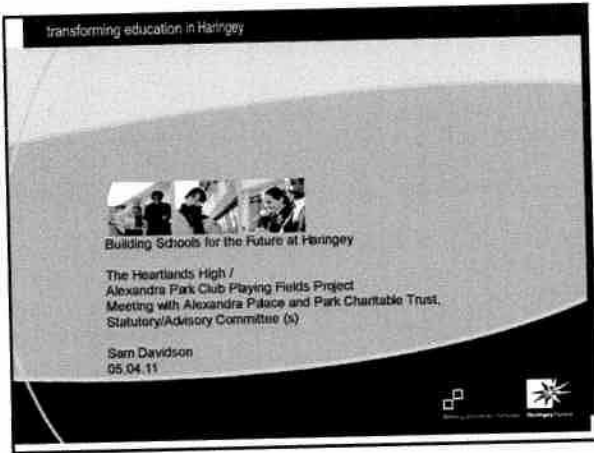
NOTES
 All dimensions must be checked on site and not scaled from this drawing.
 All cross references are to the latest revision of the relevant drawing or specification being referenced.

| Issue | Iss'd | Planning | Tender | Construction | As Bldg |
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Client: **Haringey Council**
 Job Title: **Heartlands School Haringey**
 Drawing Title: **Proposed Drainage Plan**

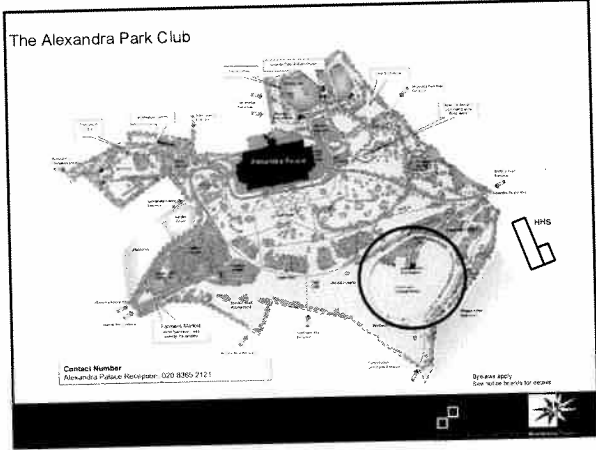
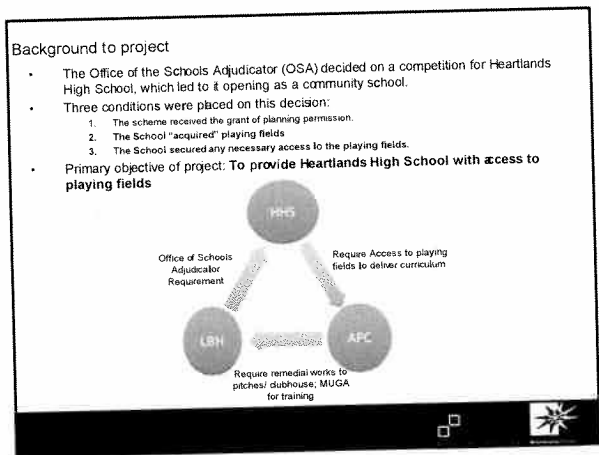
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Executive Summary

- The purpose of this paper is to provide the Alexandra Park and Palace Charitable Trust, statutory and advisory committees, with an update on the Alexandra Park Club/Heartlands partnership.
- The paper will explain the overarching objectives of the project
- The funding position will be clarified, and the two phases will be explained, with detailed drawings.
- The proposals for use by the school will be highlighted
- There will be an opportunity for any further questions/points to be raised.



Funding Position

| Funding Source | Amount |
|---|--|
| Strategic Sports Pitch Improvements Programme in (ACCS) | £300K - Secured |
| Heartlands High School Provisional Sums | £225K - Secured |
| Alexandra Park Club | £TBC |
| Football Foundation | £TBC pending outcome of review |
| Project Budget | £525K Secured NB There is potential for additional funds |

Two Phased Approach

Phase I - Pitches/Clubhouse (Due to complete October 2011)

- Access to pitches/clubhouse meet the schools objectives for the project
- Drains will run into ditch, and retaining ponds will allow areas of standing water.
- Pitches will take around a year to "bed-in".
- Minor internal reconfigurations to clubhouse, which will enable external access to toilets/changing facilities.
- School would have access to drained pitches, and improved on-site facilities by September 2012

Phase II – 3G (3rd Generation) Training Facility (Due to Complete May 2012)

- Enables on-site training for the club, and alternative provision for the school, should the pitches be waterlogged
- A significant amount of consultation will be required in order to ensure that all interested parties have had an opportunity to scrutinise the design
- The facility would be floodlit, however there would be minimal impact on surrounding conservation area and relevant surveys would be carried out prior to commissioning works

Budget

| Phase 1 | |
|----------------|-----------------|
| Pitch Drainage | £ 200,000 |
| Clubhouse | £150,000 |
| Total | £350,000 |

| Phase 2 | |
|-------------------------------|-----------------|
| 3G MUGA (LBH) | £ 130,000 |
| 3G MUGA (Football Foundation) | £130,000 |
| Total | £260,000 |

How the school intend to use the facility

- Heartlands High school will not reach full capacity until 2014, at which point it will have 5 cohorts, consisting of children aged 11-16
- Once the school is at full capacity it will use the pitches as follows:

Curriculum Usage

Field usage away from the pitches – 20 hours per week

Extra curricular Usage

Winter terms - Football pitches – 5 pitches to be used once in a week (5 hours)
 Summer term – Cricket pitch – 1 pitch for 3 days (9 hours a week)

- The school will also use the facility for athletics during the summer term

What the school provides for club/com munity

- 4 cricket nets for training all-year round, which the club will have access to
- 5 a-side training facility which is available for use by both the club (youth teams), and members of the local community
- Sports hall with state-of-the-art facilities available for lets from September 2011.

Any questions?

**Alexandra Park & Palace Informal Joint Meeting of the
Advisory Committee and Consultative Committee**

on 5th April 2011

Report Title: **Network Rail Proposals**

Report of: **Mark Evison, Park Manager, Alexandra Palace Charitable Trust**

1. Purpose

1.1 To inform the committees of the proposals by Network Rail and ask if the committees have any advice they wish to offer the Alexandra Palace and Park Board.

2. Recommendations

2.1 That the committees note the content of this report.

2.2 The committees consider what advice, if any, they wish to offer the Board.

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 Network Rail is considering new rail sheds which will be located off-site, but will be visible from the park and palace.

3.2 The sheds are scaled down from the original proposal, but full details are not yet known as a planning application has not been submitted.

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. Background

- 6.1 Network Rail is proposing new sheds on operational railway land between Hornsey and Alexandra Palace stations. Due to their large size, these sheds will be visible from the park and palace. Trust officers were notified of this proposal by a letter from Network Rail received on 17th January 2011.
- 6.2 The sheds will be an addition to the existing industrial landscape in the area south-east of the palace. The current proposal has been scaled-down from the original plans which were stalled in 2009. The proposed height of the buildings is 11.05 metres. The site is adjacent to the proposed location of the Haringey Heartlands Development.
- 6.3 Detailed descriptions are not readily available at the time of writing, but Network Rail's press release indicates that a formal planning application will be submitted in March. The approximate location has been marked on the plan at Appendix 1.
- 6.4 The protected view of St Paul's Cathedral from the terrace will not be affected by this development. The main views from the terrace over central London, The City and Docklands will not be altered by this development.
- 6.5 Under Section 9(3) of the Alexandra Park and Palace Act the Advisory Committee must be consulted and the Board should have due and proper regard to its advice and use their best endeavours to give effect to such reasonable recommendations as are expedient in the interests of the charity and consistent with the trusts.
- 6.6 The functions of the Advisory Committee are laid out at paragraph 19 of Schedule 1 of the Act and the committee is required "to promote the objects of the charity and assist the trustees in fulfilling the trusts by considering and advising" on a number of matters.
- 6.7 Paragraph (v) of Schedule 1 relates to planning proposals on land that is within the ownership of the trustees and subject to the trusts upon which it is held. However, this particular proposal will impact on the views from the park and palace and it is recognised that the views are a significant feature and attraction of the site, therefore officers consider it appropriate to notify the Advisory Committee, albeit that this is outside the statutory process of consultation.
- 6.8 The Consultative Committee can consider this item under the first object of its constitution: "To give representatives of appropriate local and national organisations the opportunity of full discussion on general matters affecting Alexandra Palace and Park."
- 6.9 Although the committees may decide to advise the Board of the impact the development may have on the park and park, members are reminded that they may as groups, societies or individuals, comment on the proposals as part of the planning process.

7. Recommendations

7.1 That the Committee notes the content of this report.

7.2 The Committee considers what advice, if any, it wishes to give to the Board.

8. Legal Implications

8.1 The Trust's solicitor's advice has been incorporated into this report.

8.2 The LBH Head of Legal Services has no specific comments on this report.

9. Financial Implications

9.1 LBH Chief Financial Officer notes the contents of this report.

10. Use of Appendices/Tables/Photographs

10.1 Appendix 1: location plan

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Alexandra Palace

Agenda item: No.

Alexandra Park and Palace SAC and CC Working Group

On 5 April 2011

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

1.1 To advise the SAC/CC Working Group of the forthcoming events to March 2012.

2. Recommendations

2.1 That the Committee notes the report.

Report Authorised by: **Rebecca Kane**  Date: **25/3/11**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 to 31 March 2012.

| EVENT | DATE | AREA |
|-------------------------------------|----------|-----------|
| Ananda Utsav 2011, Indian Festival | 1-2 Apr | GH & WH |
| The Big Stamp and Scrapbooking Show | 8-10 Apr | WH & PS |
| Segway Racing | 9 Apr | Park |
| Bird Walk | 10 Apr | The Grove |

| | | |
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| Circus | 11 – 26 Apr | Paddock |
| Funfair | 17 Apr – 4 May | Pavilion |
| Organ Concert | 26 – 27 Apr | GH |
| Goldfish Music Concert* | 29 - 30 Apr | WH |
| Antiques, Collectors, 20 th Century and Art Deco Fair | 30 Apr & 1 May | GH & West Corridor |
| <i>Referendum Count</i> | <i>6 May</i> | <i>PR</i> |
| Farmers Market | 15 May | Hornsey Gate |
| Crouch End Fun Run | 22 May | Park |
| Funfair | 22 May – 7 Jun | Pavilion |
| Farmers Market | 22 May | Hornsey Gate |
| Organ Concert | 24 – 25 May | GH |
| Swedish House Mafia Music Concert* | 28-29 May | GH, WH, PR |
| Farmers Market | 5 Jun | Hornsey Gate |
| <i>Classic Tour Bike Ride</i> | <i>11 – 12 June</i> | <i>Park</i> |
| Farmers Market | 12 Jun | Hornsey Gate |
| <i>Haringey Box Cup</i> | <i>16 – 19 Jun</i> | <i>WH, PS, SS</i> |
| Farmers Market | 19 Jun | Hornsey Gate |
| <i>Cyprus Wine Festival</i> | <i>24 – 26 Jun</i> | <i>GH</i> |
| Flamming Lips Music Concert | 30 Jun – 3 July | GH, WH, PS, LR, PCS |
| Hornsey Carnival | 2 July | Park |
| <i>RAC Drive in Movie</i> | <i>6 – 11 July</i> | <i>Paddock</i> |
| Large organ concert – Male welsh choir | 9 July | GH |
| Funfair | 17 Jul – 13 Sept | Pavilion |
| ATP Music Concert* | 23-24 July | All areas |
| <i>Segway Racing</i> | <i>28 – 30 July</i> | <i>Park</i> |
| Tesco and Cancer Research Race 4 Life | 31 July | Road Closed Park |
| <i>Music Concert</i> | <i>6 Aug</i> | <i>GH, WH</i> |
| Grand Carnival Splash | 20 Aug | GH/ star suites |
| Bird Walk | 4 Sep | The Grove |
| Open House | 16 – 17 Sep | Boxing Club, Theatre Foyer, TV Studios |
| Antiques, Collectors, 20 th Century and Art Deco Fair | 17-18 Sep | GH |
| <i>World Peace Day</i> | <i>20 – 22 Sep</i> | <i>GH</i> |
| The Big Stamp and Scrapbooking Show | 23-26 Sep | WH & PS |
| Kall me back – exhibition for North London | 28 Sep | WH & LR |
| Independent Education expo | 29 Sep – 1 Oct | WH & LR |
| FRS Conference | 29 Sep | PR, PS, LR, Palm court suites |
| Knitting and Stitching Show | 3 - 9 Oct | All areas |

| | | |
|--|---------------------|-----------------------|
| Wildlife Expo | 13 - 15 Oct | WH, PS, LR, PCS |
| Dolls House Exhibition | 23 Oct | GH |
| Music Concert | 29 Oct | GH |
| The Specials Music Concert | 1 Nov - 4 Nov | GH |
| Antiques, Collectors, 20 th Century and Art Deco Fair | 19 - 20 November | GH, WC |
| Music festival** | 24 - 27 Nov | All areas |
| PDC World Darts Championship | 15 Dec – 04 Jan | GH, WH, PS |
| International Make Up Artist Trade Show | 12 - 15 Jan | GH, PR, PS & LR |
| Model Engineering Exhibition | 19 - 22 Jan | GH, PC & PS |
| Excursions Travel Trade Show | 27 - 28 Jan | WH, PR, PS & LR |
| Antiques, Collectors, 20 th Century and Art Deco Fair | 4 - 5 Feb | GH, WC |
| <i>Bike Show</i> | <i>23 - 2 feb</i> | <i>WH, PR, PS, LR</i> |
| <i>RYA Dinghy Show</i> | <i>01 - 4 March</i> | <i>GH, WH, PR</i> |
| <i>Woodworking Show</i> | <i>8-10 March</i> | <i>GH</i> |
| London Festival of Railway Modelling | 22 - 25 March | GH, WH, PR & PS |

Note: 1st 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 SAC/CC Working Group notes the report.

9. Legal and Financial Comment

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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Alexandra Park and Palace SAC and CC Working Group

On 5 April 2011

Report Title: Alexandra Palace Signage Strategy

Report of: Rebecca Kane APTL Managing Director

1. Purpose

- 1.1 To share with the SAC/CC Working Group the plans to update and improve signage across the site in two Phases:
- Phase One - Like for like replacement of road signage
 - Phase Two - New promotional signage.
- 1.2 To elicit comments in advance of presentation to the Board of Trustees.
- 1.3 To propose a name change and re-branding of the on-site pub.
- 1.4 To explain the creative process, business rationale and positive outcomes of re-branding the on-site pub.

2. Recommendations

- 2.1 That SAC/CC Working Group acknowledge the need for new signage and its priority status.
- 2.2 That SAC/CC Working Group recognise the Trustees decision to implement new signage across the site.
- 2.3 That SAC/CC Working Group acknowledge the process undertaken to implement new signage, including formal consultation if required.
- 2.4 To acknowledge the rationale for a name change and the re-branding of the on-site pub to 'The Bar and Kitchen'.
- 2.5 To understand the business need for such a change and support the bid to enhance returns from the pub.

Report Authorised by: Rebecca Kane

Date:

25/3/11

Contact Officer: Rebecca Kane, Managing Director, Alexandra palace Trading Limited, Alexandra Palace Way, London N227AY. Tel number 02083654343

3. Executive Summary

- 3.1 The new Alexandra Palace Brand was approved at the November Trust Board meeting, to be implemented in 2010/11 within the approved marketing budget including upgrading the signage across the site.
- 3.2 Phase One Proposal (Appendix 1) replaces 'like for like' signage along Alexandra Palace Way. Improving information and directions will make Ally Pally easy to navigate and will de-clutter the road of unnecessary signs. It is understood at this stage that no permissions are required to make these changes.
- 3.3 Phase Two Proposal (Appendix 2) includes the installation of four new promotional signs that enable Alexandra Palace to monitor and manage client use of promotional space around the building to promote up and coming shows as well as the facilities at Alexandra Palace.
- 3.4 Phase Two Proposal also includes the replacement of the banner systems outside Palm Court which will improve the view of Alexandra Palace and prevent clients installing ill fitting banners using the current wire frame system.
- 3.5 Phase Two includes the installation of new pub signage to improve visibility of the pub to passing trade.

4. Background

A) Signage

- 4.1 The proposals were created from evaluation of current signage and consultation with staff and clients regarding improvements which would benefit the business. The consultation covered customer flow and use of the site to ensure clear directions and ease of navigation.

B) Pub re-brand

- 4.2 The Phoenix Bar's has successfully improved its financial position in 2010/11 from a loss making business unit with an ambition to generate returns in 2011/12. The bar was independently reviewed in January 2011 and a clear vision and strategy agreed.
- 4.3 A name change and re-brand are essential to this strategy to enable the marketing activities to have a full impact.
- 4.4 The Bar and Kitchen Proposal (Appendix 3) shows the proposed logo, brand proposition and style. The Alexandra Palace brand encourages naming facilities as they are. For example, The Ice Rink @ Alexandra Palace, The Boating Lake @ Alexandra Palace, The Bar and Kitchen @ Alexandra Palace. This naming rule ensures consistency and builds on the reputation of Alexandra Park and Palace as a Destination Venue.

The name clearly sets out what it is, and represents the style of the facility. It is not a restaurant; it is social dining that is informal and comfortable with top class welcoming service.

The Bar and Kitchen is not a pub or a wine bar, it is a bar that offers atmosphere and celebrates Alexandra Palace history through interior design that creates talking points and discovery.

4.5 The change in name of a business unit is a decision for the Board at Alexandra Palace. However, we welcome input from our associated committees in advance of this key change.

4.6 Business names are highly dependent on URL availability thebarandkitchen.co.uk and thebarandkitchen.com are both available and the name the Bar and Kitchen is not a registered business with Companies House.

4.7 The name change and re-vamp of the on-site bar is essential for the strategy to enhance the returns from the bar in 2011/12. Without a high impact change PR and local promotion will not entice new customers to try out, enjoy and then spread the word that their friend must go.

The re-vamp allows Alexandra Palace to create PR and a profile around the business unit which underpins the full marketing strategy and aims to increase:

- footfall
- Spend per head
- Dwell time
- Regular customers
- Regular events
- And engagement.

5. Use of Appendices/Tables/Photographs

4.8 Phase One proposal attached

4.9 Phase Two proposal attached

4.10 Bar and Kitchen proposal attached

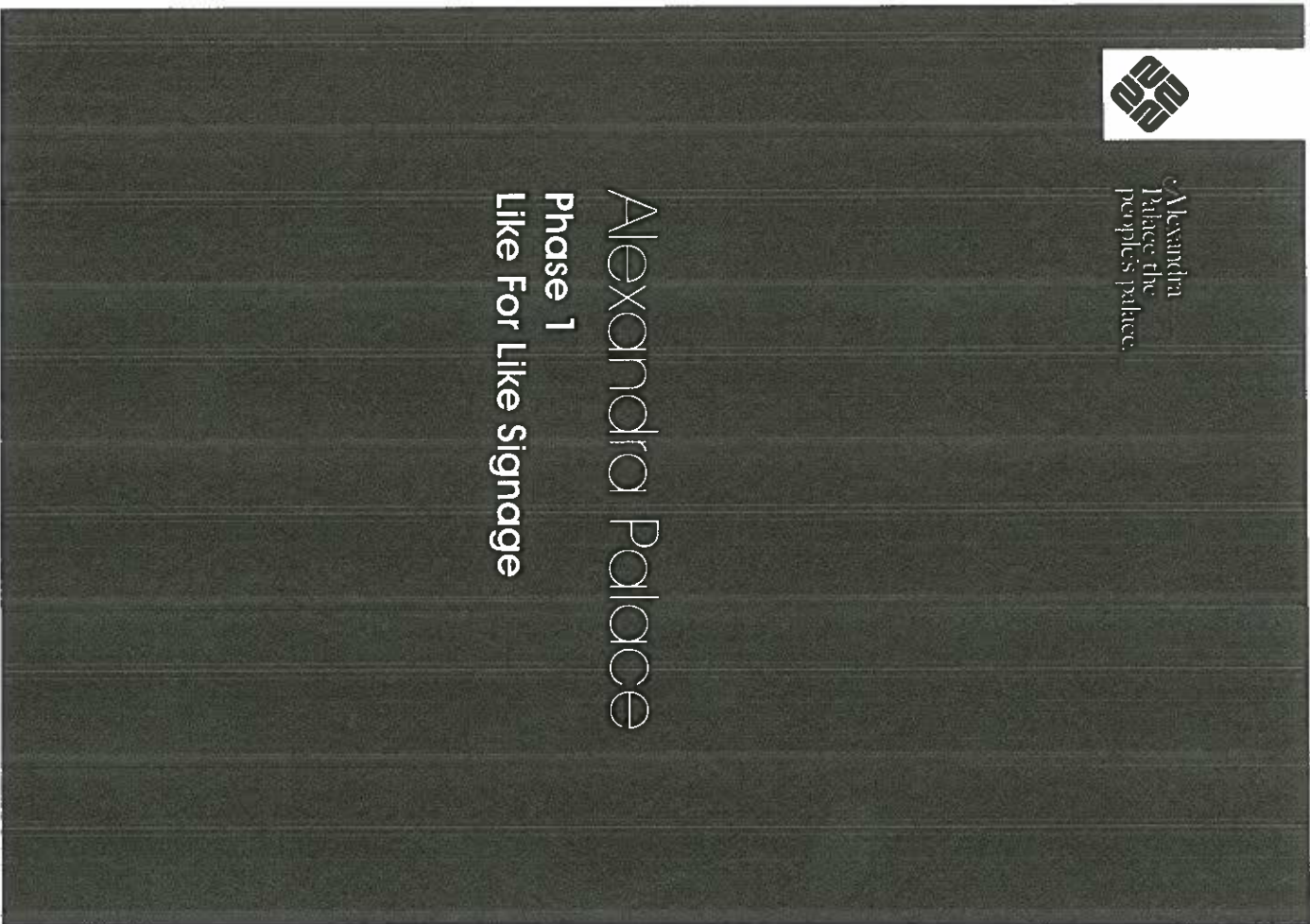
6. Financial Implications

5.1 Phase one is budgeted for within the £30k capital allocation within APPCT.

5.2 Phase Two covered within the APTL marketing budget 2011/12 with a 20% ROI in Year one from secondary income.

5.3 The Bar and Kitchen is covered within the APTL Catering and Marketing Budget for 2011/12.

APPENDIX 1



Alexandra
Palace the
peoples palace

Alexandra Palace

Phase 1 Like For Like Signage



Alexandra
Palace the
peoples palace

www.n24s.com

Introduction

Alexandra Palace requires written confirmation that the following proposal does not need planning permission or advertising consent as per the advice from LBH representative at the on site meeting 22nd February 2011.

Alexandra Palace has undergone positive changes in the last 2 years with the appointment of a new Senior Management team, the adoption of one brand for both Trust and Trading Company and a very exciting line up of new events in the calendar. The new brand that was adopted by both APTL and APPCT boards is at the initial stages of implementation through material, a new website and signage across the site.

Alexandra Palace has the challenge to upgrade the current signage with the following aims:

- to improve essential information to visitors, customers and clients
- to de-clutter Alexandra Palace Way
- to create consistency in tone, information and design across Alexandra Palace site

The following proposal gives a clear understanding of what like for like signage needs updating, and what we propose to change it to. This essential project will mean that our visitors, customers and clients will be able to find their way around the site and use the venue like other destination venues can offer. This project is business critical and can increase secondary income to the organisation that could be invested back into Alexandra Palace.

The proposal takes you page by page through the site. Each page has a site plan in the bottom right hand corner and images in the middle show before and proposal. On the left hand side of each page you are shown the proposed simple design, a description of the sign with size and material details.



Proposed

The like for like replacement sign is essential to maintaining awareness of Alexandra Palace at the Crouch End Entrance for customers driving to Alexandra Palace for the first time. Also ensuring customer exiting the park have clear directional signage. The design in the bottom left hand corner shows what simple clear style we are proposing.

Phase One

Ref

Street001

Description

- 1 x Welcome/Speed
- 1 x Thanks for Gaming

Location

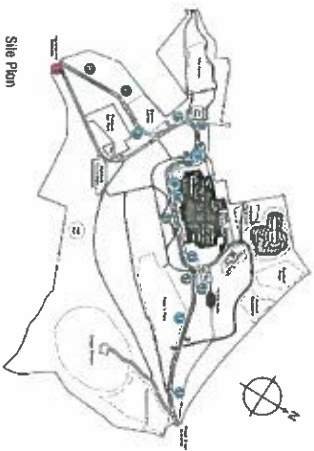
See map

Size

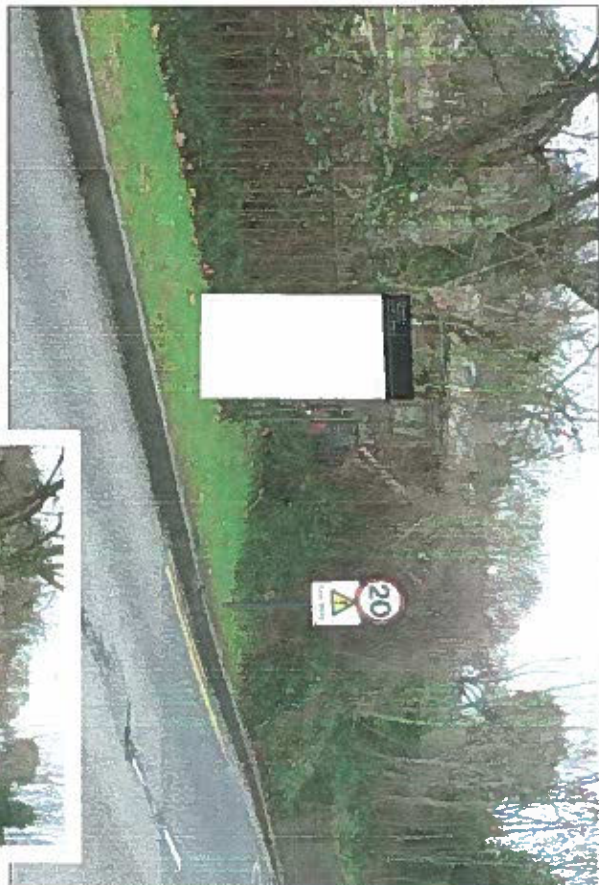
1870 x 2000mm

Material

Diobond backed with grey vinyl. Reflective vinyl to face channelling 4 pieces with 8mm loops per sign.



Site Plan



Proposed

The combination of this sign joins essential direction and safety together capturing the attention of the driver as they enter at the Crouch End entrance on the left hand side.

Phase One

Ref

Street002

Description

- 1 x Exterior marketing signage

Location

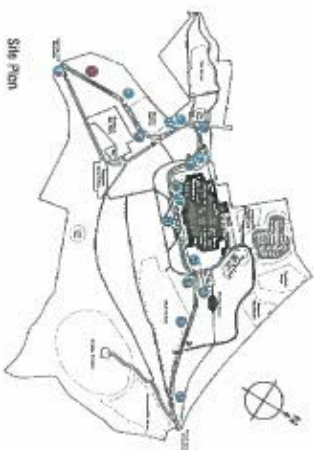
See map

Size

2000 x 630mm

Material

Diobond backed with grey vinyl. Reflective vinyl to face channelling 4 pieces with 8mm loops per sign.



Site Plan



Alexandria
Palace for the
people's palace

www.n2v1s.com



Proposed

This is a like for like replacement to improve directional signage to car parks and provide consistency across the site.



Existing

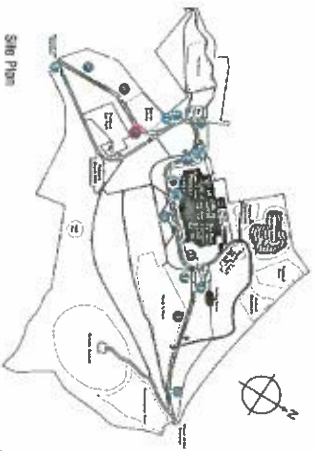
Phase One
Ref
StreetK004

Description
1 x Directional sign

Location
See map

Size
1870 x 2000mm

Material
Diamond backed with grey vinyl. Reflective vinyl to face channeling 4 pieces with arm loops per sign.



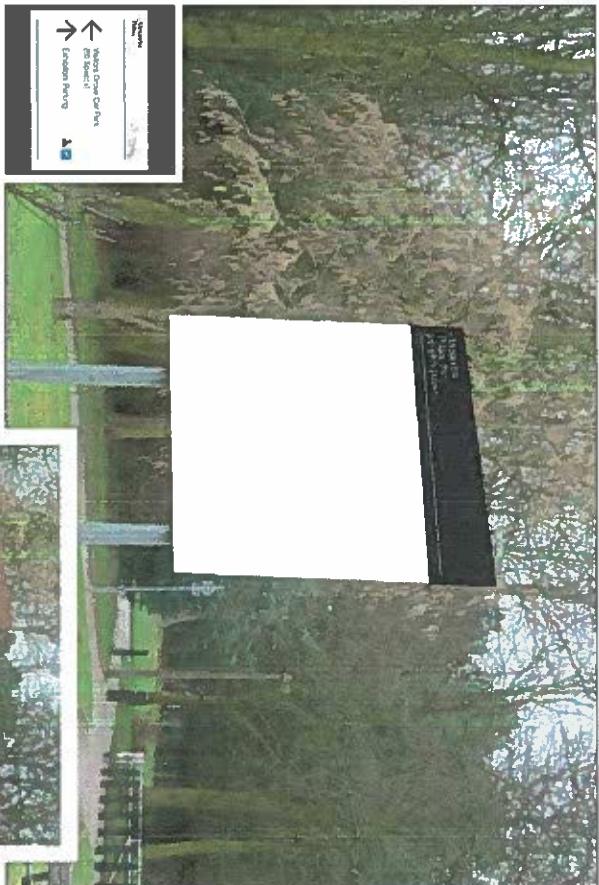
Site Plan

04



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Proposed

The current faulty sign is in desperate need of replacement and improvement, this change will improve the information to visitors and allow us to use the back of the sign to show pedestrians where they are in the park and where they can find other facilities using a You are here map.



Existing

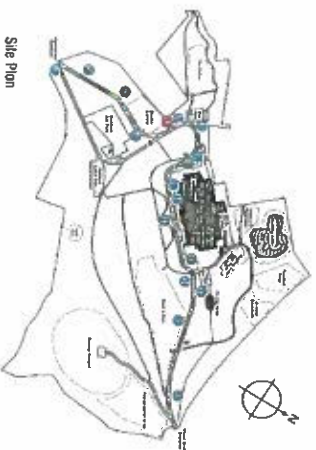
Phase One
Ref
StreetK017

Description
1 x Grove car park
1 x Mop

Location
See map

Size
TBA

Material
Diamond backed with grey vinyl. Reflective vinyl to face channeling 4 pieces with arm loops per sign. Reverse for possible marketing?



Site Plan

05



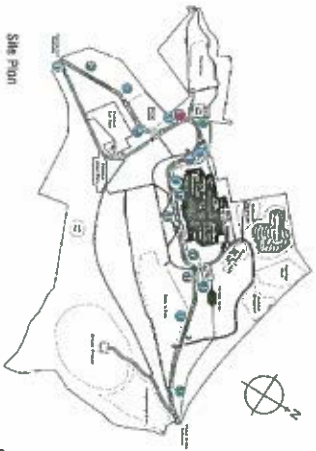
Proposed

This change will allow us to improve the essential information needed by our customers.



Existing

Phase One
Ref
 Streab005
Description
 1 x West service yard
Location
 See map
Size
 2240 x 2000mm
Material
 Dibond backed with grey vinyl. Reflective vinyl to face channeling 4 pieces with arm loops per sign.



Site Plan



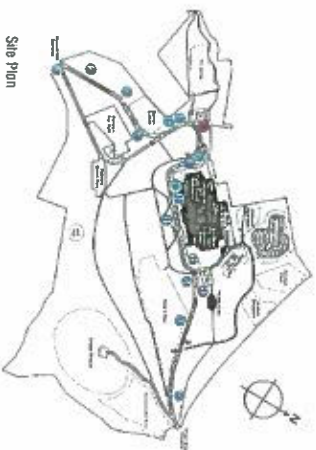
Proposed

We will remove this old and unstable sign and not replace it. If we can update the current signage with improved information therefore de-clutter our road.

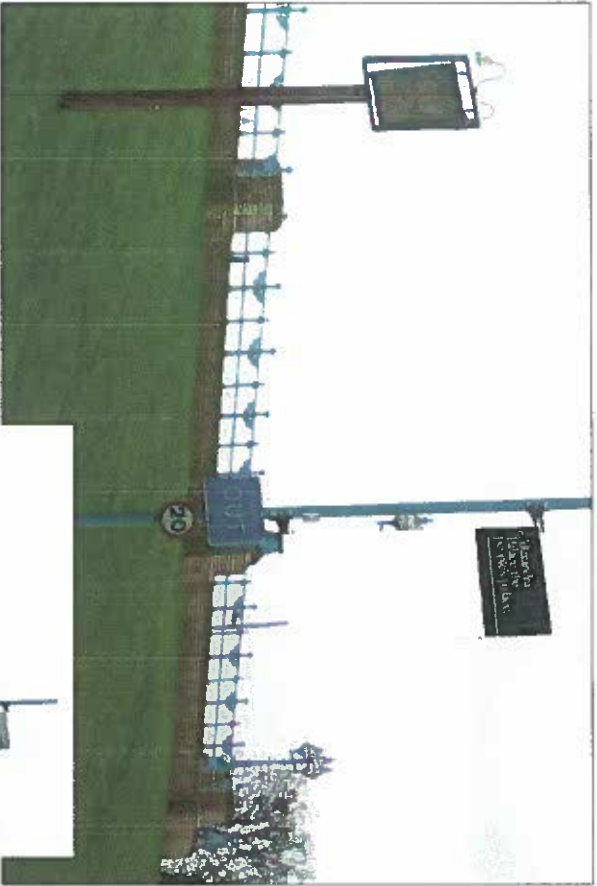


Existing

Advice
 Take existing signage down as not needed



Site Plan



Proposed

Currently there are 25 lamppost signs with old information and situated in inappropriate places for example behind trees. We propose to remove 10 and use 15 more effectively with clear messages for the venue for example 'For the tea tent take next left'. Lamppost signs will change with every event here as promotion.



Existing

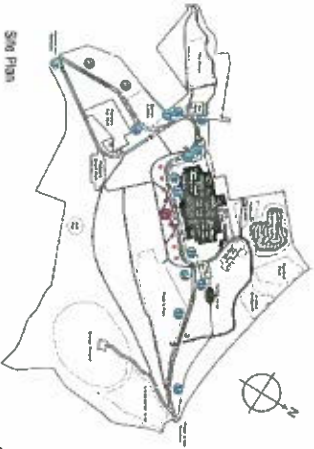
Ref
Street011

Description
8 x 60mm

Location
Lampost at front of palace

Size
500 x 1800mm

Material
PVC Banner 400



Site Plan



Proposed



Existing

Advice
Take existing signage down as not needed



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This sign has incorrect information on it that needs to be improved for the business and consistency of the Brand.



Existing

Phase One

Ref

Straeh012

Description

1 x North service yard

Location

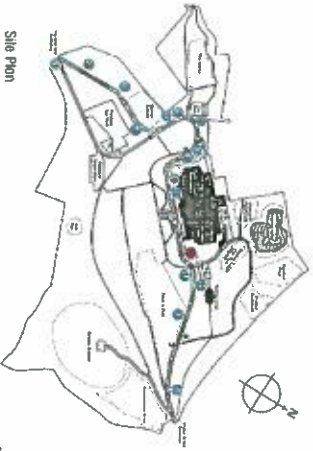
See map

Size

1870 x 2000mm

Material

Diabond backed with grey vinyl. Reflective vinyl to face channeling 4 pieces with 8mm loops per sign.

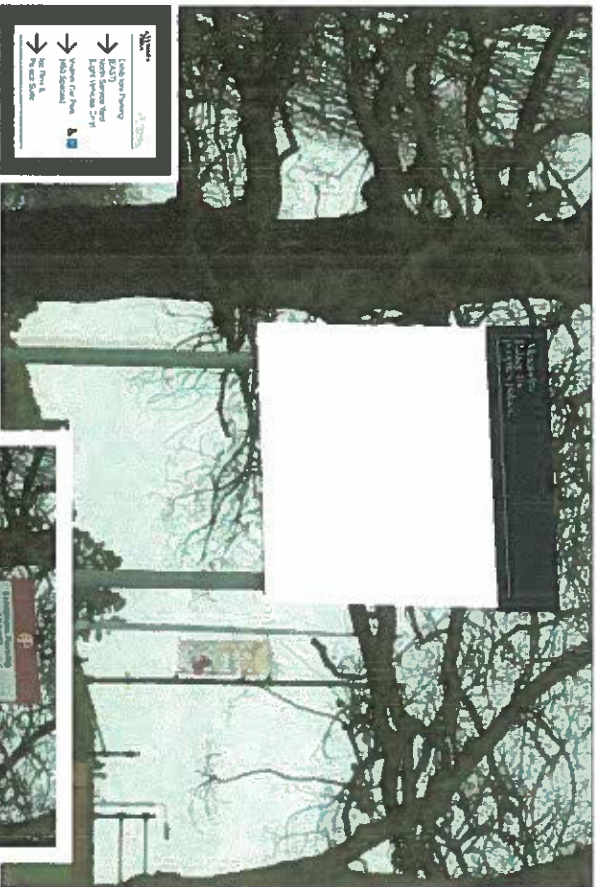


Site Plan



Alexandria
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people's palace

www.n2vis.com



This sign has incorrect information on it that needs to be improved for the business and consistency of the Brand.



Existing

Phase One

Ref

Straeh014

Description

Exhibition Deliveries

Location

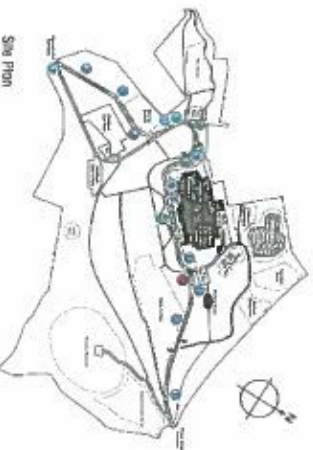
See map

Size

2030 x 1900mm

Material

Diabond backed with grey vinyl. Reflective vinyl to face channeling 4 pieces with 8mm loops per sign.



Site Plan



Proposed

The title for like replacement sign is essential to making awareness of Alexandra Palace of the Wood Green Entrance for customer driving to Alexandra Palace for the first time, also ensuring customer exiting the park have clear directional signage.

Existing



Phase One

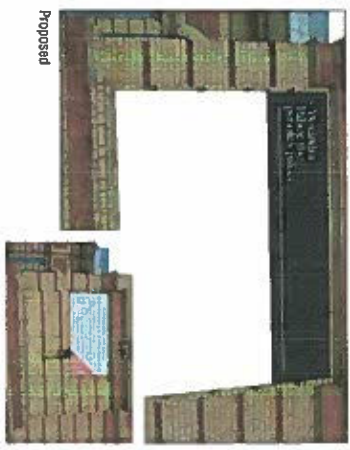
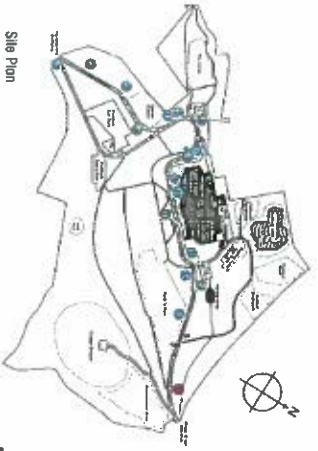
Ref
Sireen016

Description
1 x Welcome
1 x Thanks for coming

Location
See map

Size
1500x 2030mm

Material
Dibond backed with grey vinyl. Reflective vinyl to face channeling 4 pieces with 6mm loops per sign



Proposed

Ref
Palmx001

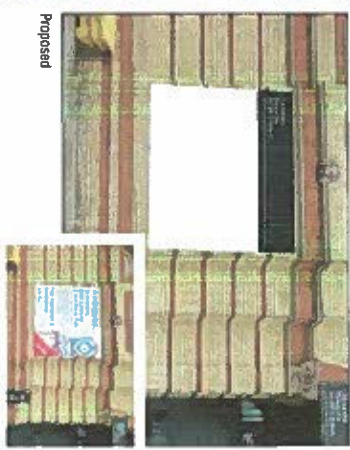
Description
1 x Banner system

Location
Pillar left hand side Palm Court end

Existing

Size
3580 x 2550mm

Material
PVC Banner
Replacement graphic price \$500 each



Proposed

Ref
Palmx002

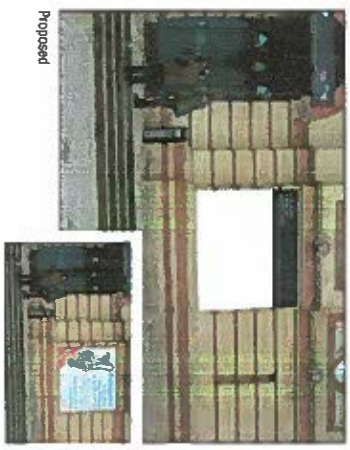
Description
1 x Banner system

Location
Pillar left hand side Palm Court entrance

Existing

Size
3060 x 2550mm

Material
PVC Banner
Replacement graphic price \$500 each



Proposed

Ref
Palmx003

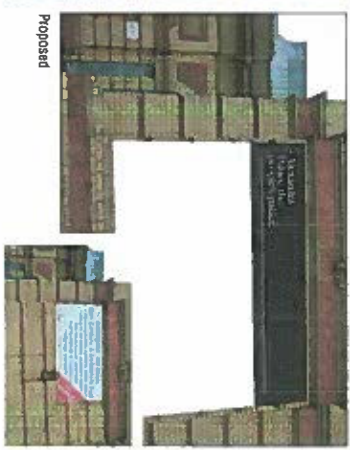
Description
1 x Banner system

Location
Pillar right hand side Palm Court entrance

Existing

Size
3060 x 2550mm

Material
PVC Banner
Replacement graphic price \$500 each



Proposed

Ref
Palmx001

Description
1 x Banner system

Location
For right hand side of Palm Court entrance

Existing

Size
3580 x 2550mm

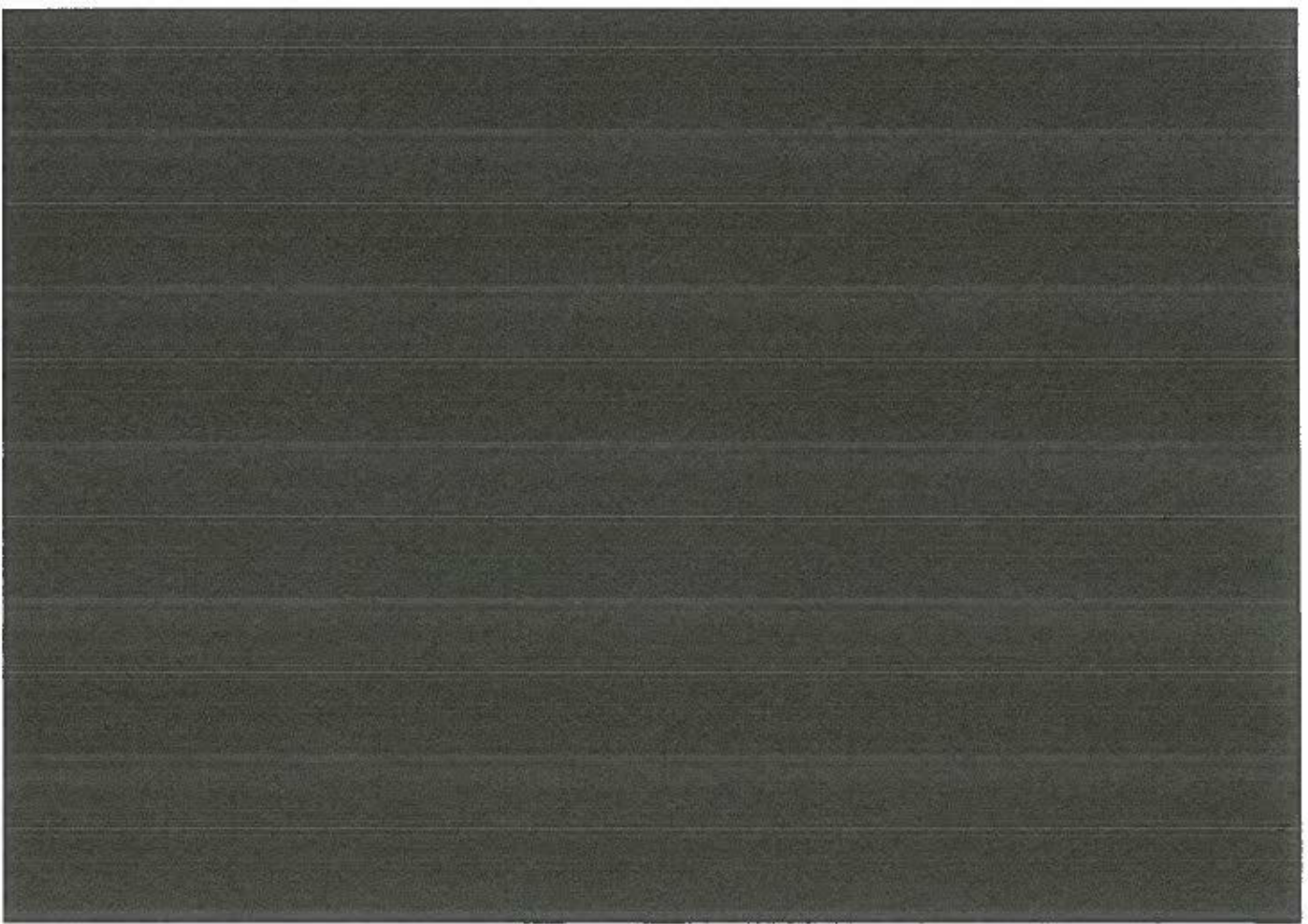
Material
PVC Banner
Replacement graphic price \$500 each



We propose to remove these signs and incorporate the messages in the new accurate road signage.



Signs to be removed



APPENDIX 2



Alexandria
Palace the
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Alexandria Palace Phase 2 New Signage



Alexandria
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people's palace.

www.a2pl.com

Introduction

Phase Two of our signage project consists of new business critical external signage across the site. Phase One was the for the replacement road signage.

Previously Alexandria Palace has had the issue of clients meeting spaces to promote shows to increase secondary income back into the Palace. Currently clients use the rollings of the building to hang promotional banners on. These look unprofessional and ruin the aesthetic of the Grade II listed building.

We proposed to install these new signs to promote events and facilities at Alexandria Palace to provide a full service to clients. Increase secondary income and compete with competition.

Research carried out by an independent organisation measured the amount of cars that pass through Alexandria Palace way on a monthly basis which showed an average was 220K. This research shows Alexandria Palace Way is prime location to promote events and facilities of the Palace.

We propose to install these new permanent signs for promotional purposes that are critical to the business to increase awareness of what is happening at Ally Polly.

Each page of the proposal shows a site map and location of sign, the size and material of the structure with an image of what is currently in the position.



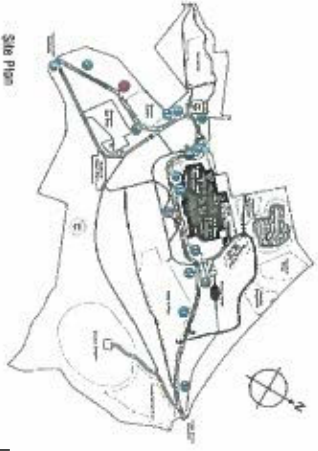
Alexandria
Palace the
People's Palace

www.a2vts.com



Existing

Phase Two
Ref Siream003
Description 3 Pole system
Location See map
Size 1500 x 2000mm
Material Diabond



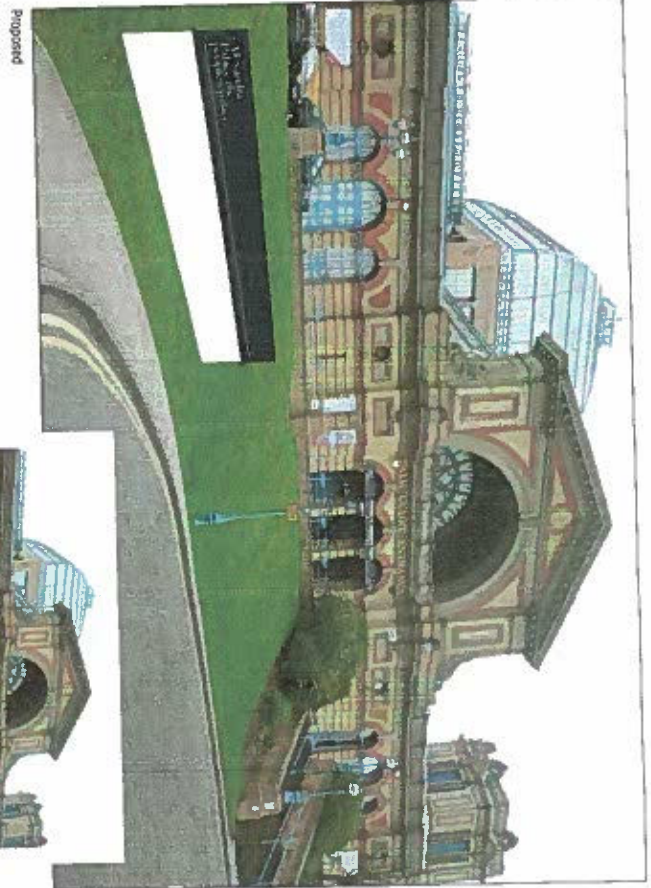
Site Plan

02



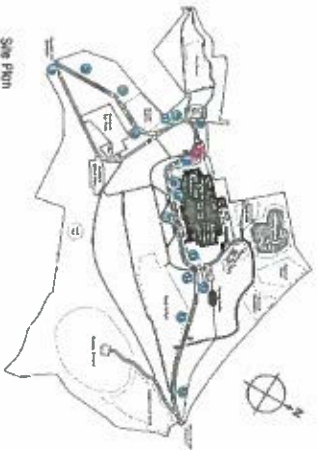
Alexandria
Palace the
People's Palace

www.a2vts.com



Existing

Phase Two
Ref Siream007
Description Marketing board
Location Left hand side of Palm Court entrance
Size 1000 x 4000mm
Material Diabond 4, VmV 190



Site Plan

03



Alexandria
Palace for
Progress Palace

www.a2v1s.com



Phase Two

Ref

Sheetm/008

Description

Marketing board

Location

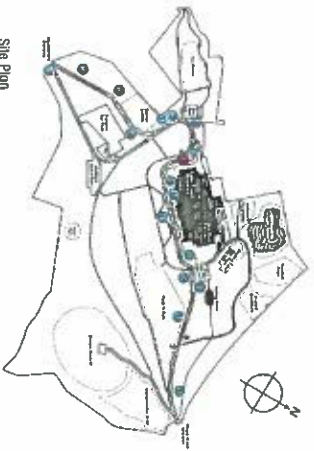
Left hand side of Palm Court entrance

Size

1000 x 4000mm

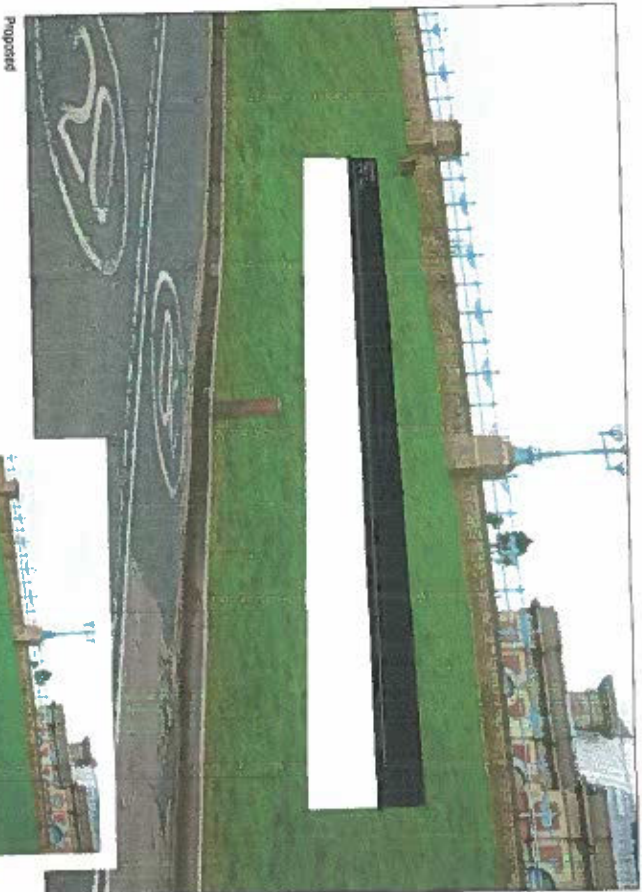
Material

Diabond 4, Vinyl 190



Alexandria
Palace for
Progress Palace

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Phase Two

Ref

Sheetm/009

Description

Marketing board

Location

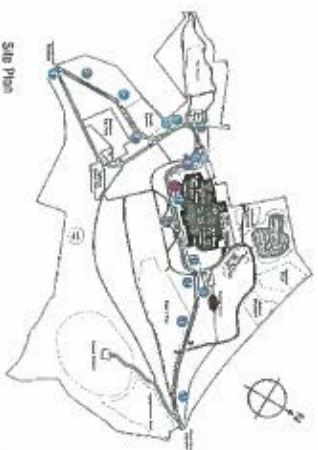
Left hand side of main front entrance

Size

1000 x 4000mm

Material

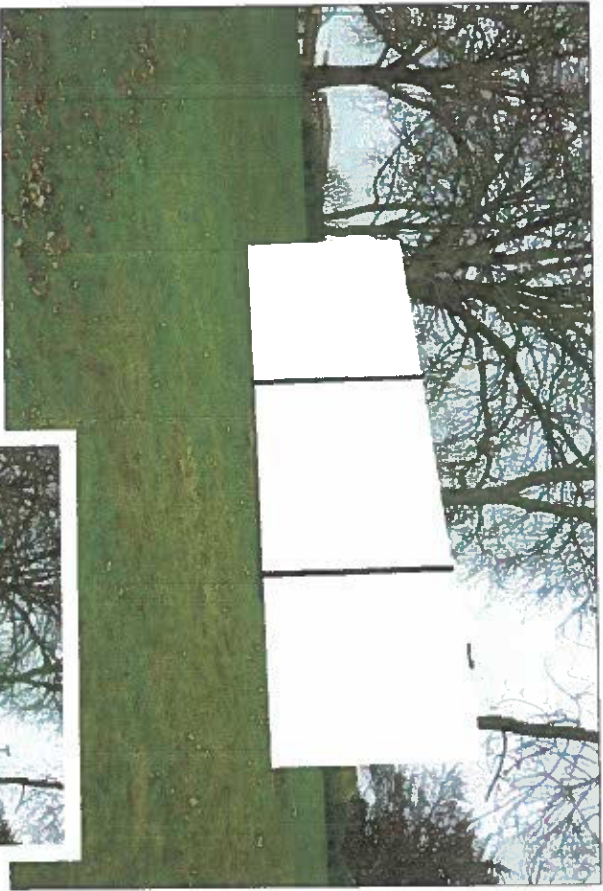
Diabond 4, Vinyl 190





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Proposed



Existing

Phase Two

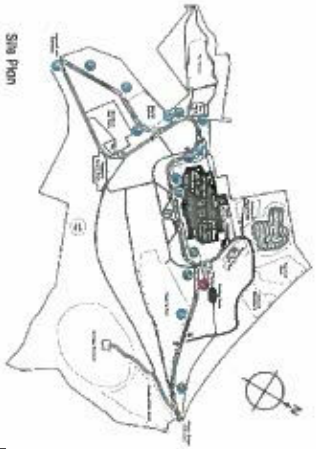
Ref
Siteplan(1)3

Description
3 x Marketing panels

Location
Gross bunks by Ice Rink

Size
3 x 1830 x 1500 each panel

Material
PVC Banner
Replacement graphic price \$500 each



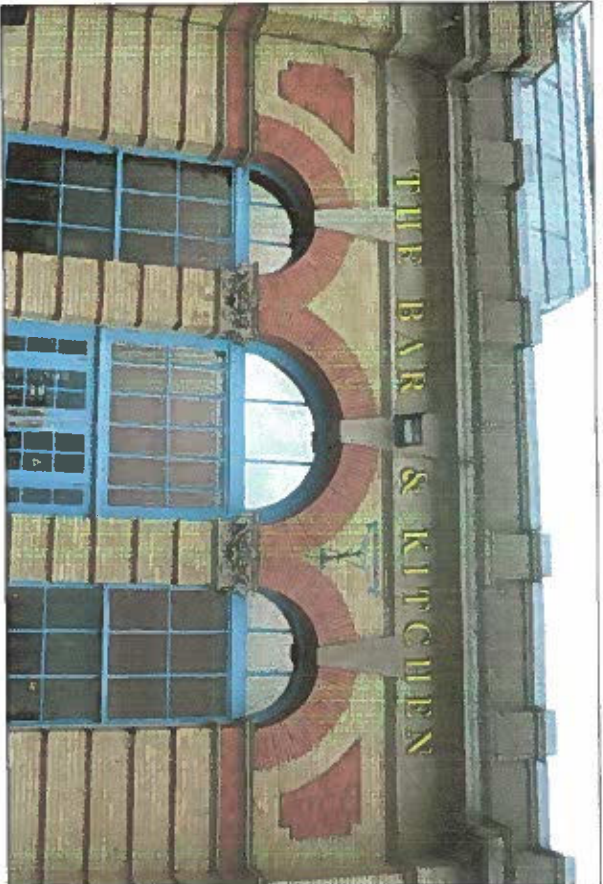
Site Plan

06



Alexandria
Palace for the
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Proposed



Existing

Ref
Pibx002

Description
Gold Lettering

Location
Above main entrance

Size
500 x 8860mm

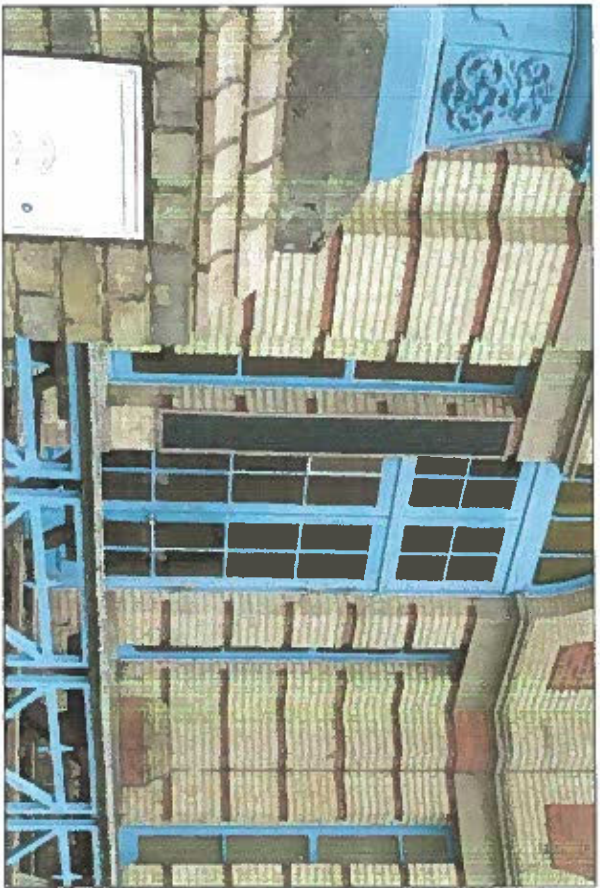
Material
Acrylic

07

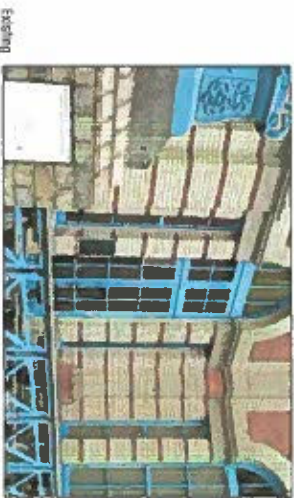


Alexandria
Palace the
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Proposed



Existing

Ref
Pubx005

Description
1 x Chalk board

Location
Right hand side of entrance

Size
450 x 2550mm

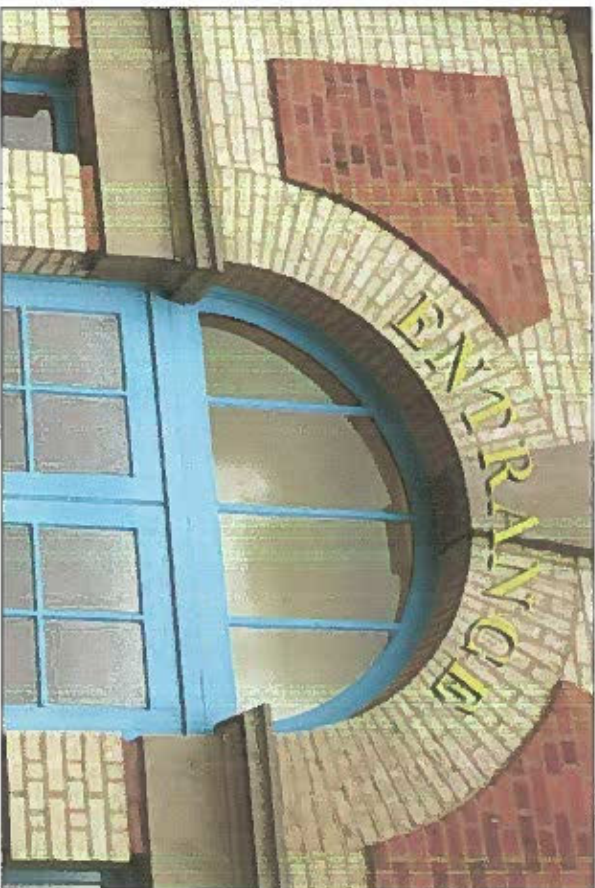
Material
Diobond

08

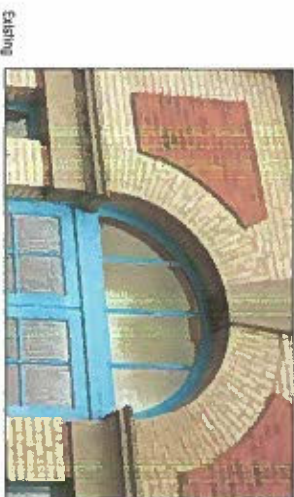


Alexandria
Palace the
people's palace

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Proposed



Existing

Ref
Pubx007

Description
Gold trail lettering

Location
Above side entrance

Size
TBA

Material
Acrylic

09

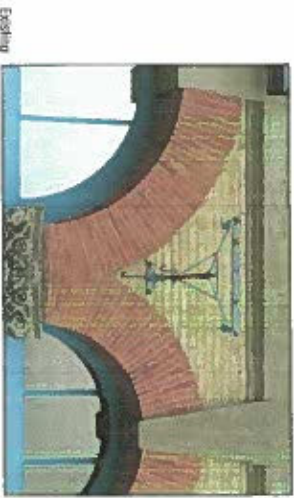


Alexandria Palace for People's Palace

www.a2vils.com



Proposed



Existing

Advice
Take existing signage down as not needed

10



Alexandria Palace for People's Palace

www.a2vils.com



Proposed



Existing

Ref
Purbk008

Description
1 x Hanging pub sign

Location
Right hand side of grass bank

Size
TBA

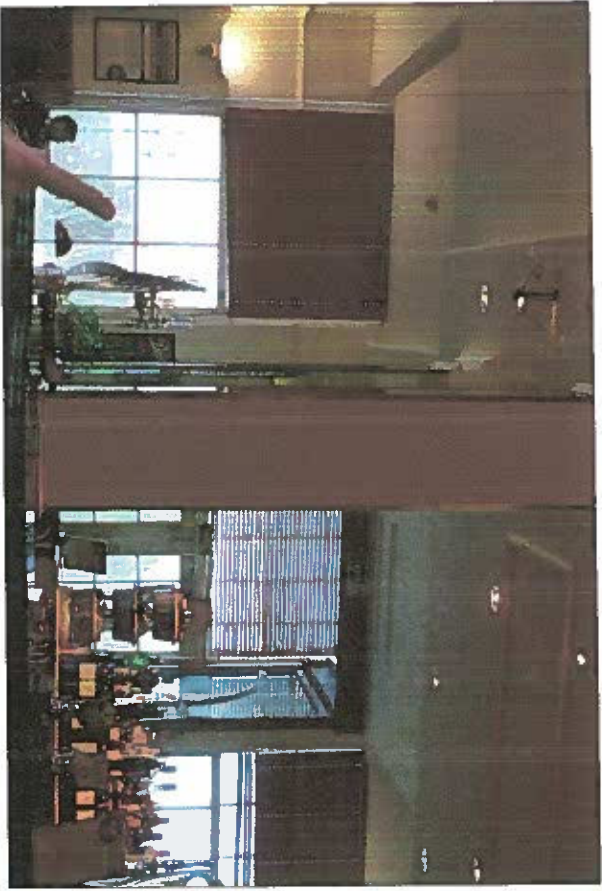
Material
TBA

11



Alexandria
Palace for
People's Palace

www.n2v1s.com



Proposed



Existing

Ref
PubIn001
Description
Vinyl graphics
Location
4 x sides & x pillars
Size
360 x 1980mm
Material
Vinyl



Alexandria
Palace for
People's Palace

www.n2v1s.com



Proposed



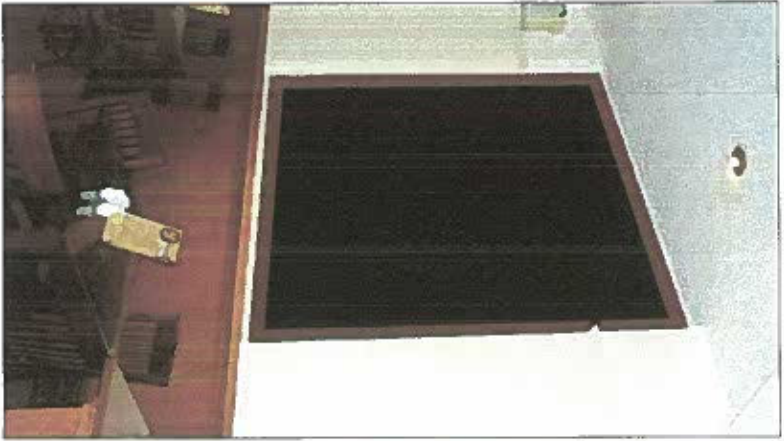
Existing

Ref
PubIn002
Description
Block boards
Location
Above bar
Size
2000 x 800mm
Material
Block board



Alexandra
Place
the
people's gallery

www.nswls.com



Existing

Proposed

Ref

Pub00005

Description

Large black board, RHS of bar

Location

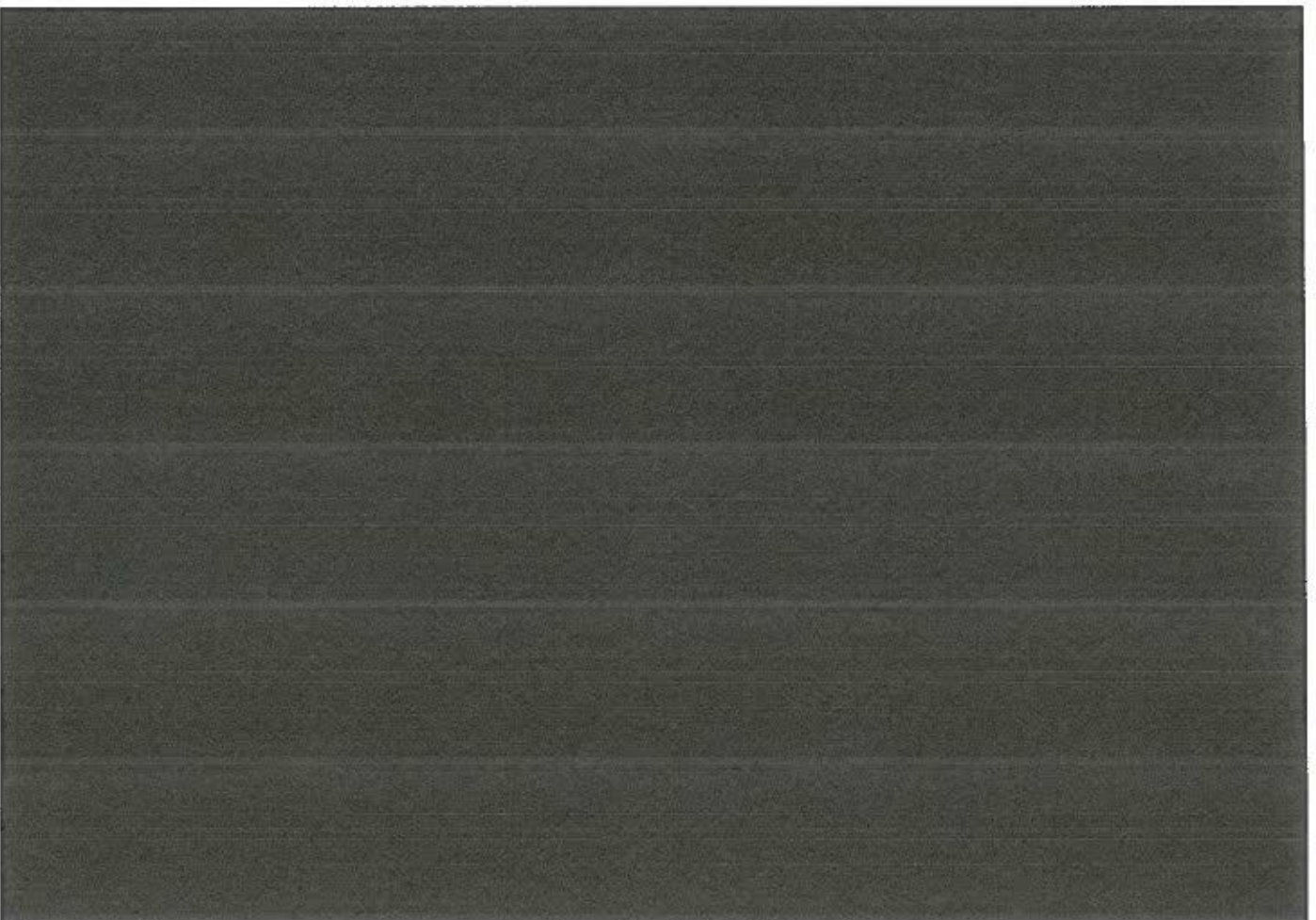
RHS of bar

Size

2335 x 2440mm

Material

Black board with rustic wooden frame



APPENDIX 3 – BRAND PROPOSITION

The Bar & Kitchen, which lies within Alexandra Palace, attracts customers from miles around offering a **locally sourced, cooked fresh, sensational Traditional British menu.**

A **genuine and friendly** welcome awaits you at this superb **location** with a superb view over **London**. With its high ceilings and open feel, it's a special place to kick back, **relax, eat, drink** and read the newspaper.

We try **not** to take reservation's in the **bar** area so that **regulars, travelers and walkers** can pop in while passing, ***Hungry People are always welcome at the Bar & Kitchen.***

Genuine Welcome – Friendly & Interested with time to listen – Individual – Local – Regulars – Travelers -Walkers - Events

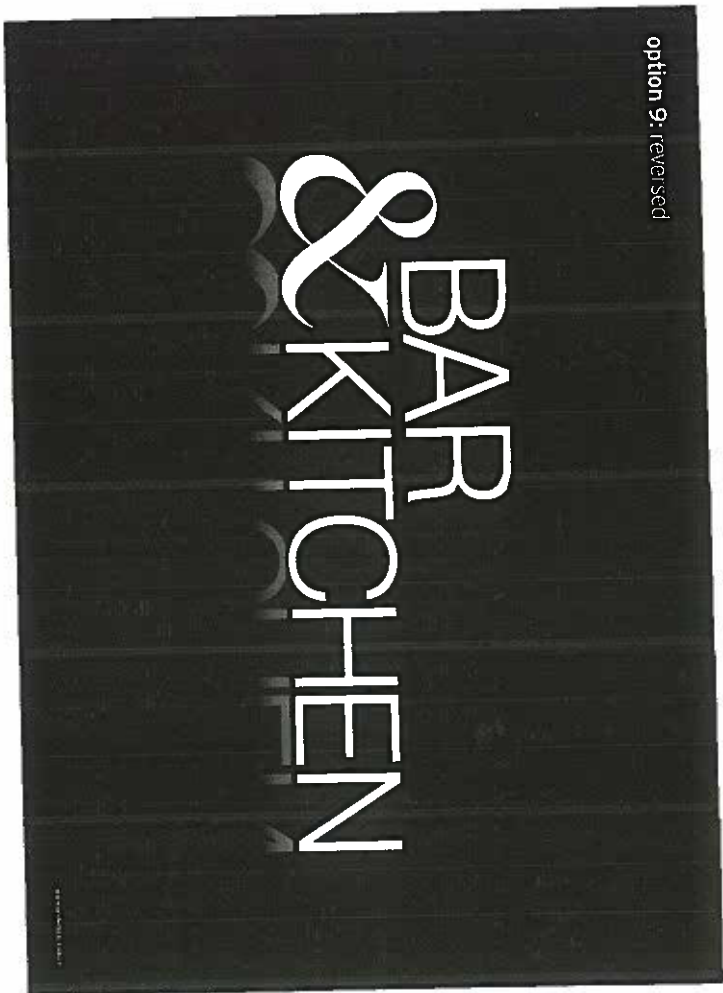
Location – Candles Flickering – Female Aware – Children Sensitive – Clear 'pub' values –

Exceed expectations "Create The Best Pub in The World"

POSITIONING STATEMENT

Naturally inspired by food, drink & great service, our team's aim is to provide a relaxed & comfortable environment for customers to enjoy with friends, family or colleagues.

BAR
& KITCHEN



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Informal Joint Meeting of the Alexandra Park and Palace Statutory Advisory Committee and the Alexandra Palace and Park Consultative Committee

on 5th April 2011

Report Title: **Governance Update**

Report of: **Andrew Gill, Interim General Manager, Alexandra Palace & Park Charitable Trust**

1. Purpose

- 1.1 To report back on progress, following previous resolutions of the Board in the following areas:
- a) Recruitment of Independent Advisors to the Board
 - b) Master planning (the Alexandra Park & Palace Regeneration Working Group)
 - c) Structural changes to streamline processes and systems - the review of the APP Statutory Advisory Committee (APPAC) and Consultative Committee (APPCC).
 - d) Executive Restructuring and the recruitment of a Chief Executive Officer for Alexandra Park and Palace.

2. Recommendations

- 2.1 That the Committee notes the progress to date in implementing a number of its previous resolutions on Governance and Future Vision outlined in this report.
- 2.2 That the Committee notes that it will receive further reports on the matters covered in this report at future meetings of the Board.

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

Contact Officer: **Andrew Gill, Interim General Manager, Alexandra Palace & Park, Alexandra Palace Way, Wood Green N22 7AY Tel No. 020 8365 4340.**

3. Executive Summary

- 3.1 This report updates the Board on progress in implementing a number of its previous resolutions on Governance and Future Vision.
- 3.2 Work is progressing on the recruitment of Independent Advisors to the Board and the Council will be asked on 4 April to grant the necessary delegated authorities to the Board to enable the recruitment, selection and appointment of the proposed independent advisors.
- 3.3 The work of the APPRWG is ongoing and the Options Analysis and Feasibility Study has (at the time of writing) reached Stage 3 Consultation – Internal and External and will next be moving into Stage 4 Analysis and Viability.

- 3.4 The Charity Commission has been engaged regarding the possibility of having a single Alexandra Park and Palace Statutory Advisory Committee, and Alexandra Palace and Park Consultative Committee and its response is awaited.
- 3.5 Work is progressing on the recruitment of a Chief Executive officer and Executive Search and Recruitment Consultants have been engaged to assist in this process.
- 3.6 The necessary changes to the Council's constitution Employment Procedure Rules will be considered at the meeting of Full Council on 4 April.

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

- 4.1 Resolutions made by the Board at previous meetings during 2010 and 2011.

5. Local Government (Access to Information) Act 1985

- 5.1 N/A

6. Description

- 6.1 At its meeting on 6 September 2010 the Board resolved to adopt an 'interim' model for structural change, including the appointment of Independent Advisors to the Board and a review of the Alexandra Park and Palace Advisory Committee and Alexandra Palace and Park Consultative Committee as the most appropriate phased approach towards the longer term aspiration of legal/financial independence.
- 6.2 At its meeting on 15 February 2011 the Board received an update on the remaining key tasks associated with developing the Governance of the Trust. Since that date there has been progress in implementing a number of these tasks and this is outlined in the report below.
- 6.3 At its meeting on 15 February 2011 the Board received a report on Executive Restructuring and the Board approved the initial process for the appointment of a new Chief Executive for Alexandra Park and Palace. Since that date there has been progress in implementing the Board's decision.
- 6.4 The Appointment of Independent Advisors to the Board.**
- 6.4.1 The Board has previously discussed the terms of engagement, job description and recruitment process for the Independent Advisors and provided a steer to the IGM on these aspects of this task.
- 6.4.2 The Board has previously noted that the agreement of the Full Council of LB Haringey would be required prior to the appointment of Independent Advisors, as this was a variation to the Membership of the Board – albeit the Independent Members would only be appointed in a non voting advisory capacity.
- 6.4.3 The Board has been advised of the need to ensure that the matter was discussed through the political groups of the LB Haringey prior to submission at Full Council.
- 6.4.4 Arrangements were made to brief both the Labour and Liberal Democrat Groups in early January 2011.
- 6.4.5 A report has been prepared on behalf of the Board for the meeting of the Full Council on 4 April 2011. The report has been seen by the Interim General Manager and the Trust's Solicitor and it has a single recommendation from the Board to the Council;

“We ask that powers be delegated to our Alexandra Palace and Park Board to commence the recruitment, selection and appointment of the proposed independent advisors.”

6.4.6 Assuming that the Council approves the above recommendation, the formal process of recruitment, selection and appointment of the Independent Advisors may therefore commence after the statutory call-in period following the 4 April Full Council meeting.

6.5 Master planning (the Alexandra Park & Palace Regeneration Working Group).

6.5.1 At its meeting on 12 January 2010 the Board resolved to abandon its former strategy to award a long lease to a single developer, with a view to adopting a new Strategy for the regeneration of AP&P.

6.5.2 At its meeting on 6 September 2010 the Board resolved to approve the terms of reference and proposed membership of the Alexandra Park & Palace Regeneration Working Group (APPRWG) and to create that Working Group to oversee and give direction to the design, formulation and adoption of a sustainable regeneration strategy for Alexandra Park and Palace that will include the delivery of a strategic master Plan which will provide an integrated framework for future commercial and development delivery.

6.5.3 At its meeting on 21 December 2010 the Board was informed that that the APPRWG considered it vital that the Board clearly sets out its Vision for AP&P in order to set the parameters for the Master Planning process. This is important because the Vision is a very clear public statement of what the Board of Trustees wants to achieve for AP&P and for whom. The Mission Statement (essentially the Alexandra Park and Palace Act 1985) sets out what is in effect the object of the charity which is the purpose the Board must try to achieve.

6.5.4 The Board was also informed at its meeting on 21 December 2010 that the APPRWG had appointed a sub-group chaired by the Vice Chair of the APPRWG to review the work previously done in this area, including the stakeholder liaison and one-to-one meetings undertaken by Harrison:Fraser as part of the Future Vision Review during 2009 and early 2010.

6.5.5 The sub-group comprised of senior officers from Alexandra Palace and Haringey Council (including the Interim General Manager). It ensured that in considering a draft Mission Statement and Vision this work was clearly grounded in the quotes, phrases and aspirations of the stakeholders and Board Members as expressed during the extensive one-to-one interviews held in the autumn of 2009.

6.5.6 Therefore, both the Mission Statement and the Vision were influenced by feedback from stakeholders and interested parties during the Governance and Future Vision review conducted during late 2009 and 2010 and the Board accordingly approved the proposed Mission Statement and Vision.

6.5.7 The sub-group of the APPRWG was tasked with the next stage in the project plan which was to deliver an Options Analysis and Feasibility Study of Alexandra Palace and Park, which will identify suitable uses for the various parts of the site. The study will inform a subsequent master planning exercise which will in turn assist the Board in determining its future strategy for Alexandra Park and Palace.

6.5.8 The Board was informed at its meeting on 15 February 2011 that the APPRWG had sought tenders for the Study and it had selected Locum Consulting as the successful bidder and

the contract was awarded by Haringey Council as approved by the Director of Urban Environment.

6.5.9 The APPRWG met on 1 March 2011 and received a presentation from Locum which covered their progress to date and sought approval for the next steps of the project, including the arrangement of a trustee Briefing Session on 1 March and two Stakeholder Meetings on 10 and 12 March.

6.5.10 At the Stakeholder meetings (both of which were attended by the Chair) Locum presented on;

- The scope of the Study
- Summary of the Work to Date
- Options Appraisal (progress so far)
- Next Steps

6.5.11 Locum stressed that the two key drivers for the regeneration agenda were the Vision and Mission Statement approved by the Board and that the Options Analysis and Feasibility Study was a precursor to the Master Planning exercise; the Strategic Concept options emerging from the study would influence the ultimate Master Plan but they were not cast in stone at this stage.

6.5.12 The next steps (following the stakeholder meetings) were;

- High level appraisal of Strategic Concept options
 - Further desk-based research
 - High level market soundings
- Preferred option
- Conclude Options Appraisal study and report
- Preparation of planning framework documentation

6.5.13 The Board will receive a further report and a presentation on the findings of the Study at its meeting on 9 May 2011.

6.6 **Structural changes to streamline processes and systems.**

6.6.1 At its meeting on 15 February 2001 the Board resolved that approval be given in principle to the adoption of a two-stage process with stage one the immediate implementation of a joint Alexandra Park and Palace Statutory Advisory Committee, and Alexandra Palace and Park Consultative Committee (Model 1) and stage two a reconstituted Alexandra Park and Palace Statutory Advisory Committee (Model 2);

6.6.2 The Board instructed the Interim General Manager to investigate the practicalities of having a single Alexandra Park and Palace Statutory Advisory Committee, and Alexandra Palace and Park Consultative Committee and to seek legal and Charity Commission advice in order to advise further on this matter.

6.6.3 It is recognised that whilst the APP Statutory Advisory Committee (APPAC) is constituted in an Act of Parliament, there could be means of enhancing its current remit/membership. The Trusts' Solicitor has advised

6.6.4 "That the APPAC, as a creature of statute (the 1985 Act) can only be subject to change, either as regards membership or functions, by a change in the law. Such change could only be made in a limited way. Paragraph 14 of Schedule 1 of the 1985 Act provides as follows:

Where it appears to the trustees and to the Advisory Committee expedient for the purpose of assisting the continuation of the Advisory Committee-

(a) to make such amendments to sub paragraphs (a) to (f) of paragraph 2 of this Schedule as appear to be appropriate in the light of any alterations made or to be made in the names or areas of the wards therein mentioned or

(b) to amend the provisions of paragraphs 4 to 13 of this Schedule

then with the approval of the Charity Commission expressed in writing or of the Chancery Division of the High Court expressed by order, they may by resolution of the Trustees and of the Advisory Committee make such amendments."

In respect of the amendments above referred to, those in sub paragraphs (a) to (f) of paragraph 2 are the names of the wards to be represented and those in paragraphs 4 to 13 are essentially constitutional matters.

These provisions could permit changes to membership and constitution.

The Act does not contain any provision for amendment to the functions or terms of reference of the Committee.

If such changes were to be proposed, the Charity Commission might be prepared to permit them by a Charities Act Scheme. This could be a slow process and will almost certainly entail wide public consultation. Details would of course be considered with the Commission in accordance with recommendation 2.5 of the Report."

6.6.5 The Interim General Manager and the Trust's Solicitors have made contact with the Charity Commission regarding this matter and initial correspondence has been exchanged, updating the Commission on recent developments in the governance of the Trust in order to give the context for the request to consider permitting changes wider than those set out in the Act by a scheme. At the time of writing, the Commission's response is awaited.

6.6.6 Board Members will be aware that first of two joint meetings of both Committees has been scheduled for 5 April 2011.

6.7 Executive Restructuring and the recruitment of a Chief Executive Officer for Alexandra Park and Palace.

6.7.1 At its meeting on 15 February 2011 the Board received a report on Executive Restructuring and the Board approved the initial process for the appointment of a new Chief Executive for Alexandra Park and Palace. In preparing this report, the Interim General Manager has liaised with the Council's Director of Corporate Resources to whom the Board has delegated, acting on behalf of the Council's Chief Executive in his "charity capacity", and in consultation with the Chair of the Board, to the appointment of the Executive Recruitment Consultant and the finalisation of the interview process and the documentation required to commence and finalise the search and recruitment.

6.7.2 There was some public interest following the Board report and an article appeared in the local press expressing concern about changing the charity into a commercial venture as part of the appointment of a new Chief Executive.

6.7.3 Following the invitation to 3 Executive Search and Recruitment Consultants Odgers Berndtson were selected and the contract is being finalised. The revised costing for this

activity is within the budget sum reported. It is anticipated that the Outline Programme (to be finalised in more detail) will be:

- April/May – Search for Candidates by Odgers Berndtson
- Mid to late May 2011 - Longlisting of Candidates and initial interviews by Odgers Berndtson
- Early June 2011 – Short listing of Candidates
- Mid June 2011 – Final Interviews by CEO Appointment Panel

6.7.4 A more detailed programme will be circulated to Board Members in due course.

6.7.5 The job description/person specification and remuneration package is being prepared with the assistance of Odgers Berndtson.

6.7.6 Board Members will recall that it is necessary for the Full Council of LB Haringey be requested to amend the Council's Constitution so that the Trust may appoint its new Chief Executive in full accordance of The Local Authorities Standing Orders Regulations (S.I. 2001/3384) entailing a delegation by the Alexandra Palace and Park Board to the Council's Chief Executive, in his "charity capacity", of powers to appoint, dismiss and discipline the Alexandra Palace & Park Chief Executive, and that such powers will be exercised in consultation with the Alexandra Palace and Park Board or its appointed Panel/Sub-Committee.

6.7.7 The above request to the Council is being addressed by the Council's Principal Project Lawyer, who has drafted changes to the Council's Employment Procedure Rules (Part 4 Section K) and will take these through the Council's Constitution Review Working Group. There will then be a "portmanteau" report from the Constitution Review Working Group to the 4 April full Council recommending these amendments to the Constitution.

7 Consultation

7.1 There has been no specific consultation on this report beyond the liaison with the APP Statutory Advisory Committee and APP Consultative Committee described in previous reports to the Board and the Stakeholder meetings referred to in section 6.5 above.

8 Recommendations

8.1 That the Board notes the progress to date in implementing a number of its previous resolutions on Governance and Future Vision outlined in this report.

8.2 That the Board notes that it will receive further reports on the matters covered in this report at future meetings of the Board.

9 Legal Implications

9.1 The Trust's Solicitor's advice has been taken into account in the preparation of this report.

9.2 The LBH Head of Legal Services has no specific comments except to confirm that the matter of amending the Officer Employment Procedure Rules in the Constitution is being progressed.

10 Financial Implications

- 10.1 In 2010/11 a budget allocation of £30,000 was approved by the Trustees and no additional budget is anticipated at this stage.
- 10.2 The cost of the Options Appraisal Feasibility Study will not impact on the Trust's directly controlled budget.
- 10.3 The cost of the two recruitment exercises referred to above will be met from the Trust's 2011-12 revenue budget.
- 10.4 LBH Chief Finance Officer notes the contents of the report.
- 10.5 Use of Appendices/Tables/Photographs**
None.

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