
ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE

TUESDAY, 18TH JUNE, 2013, ON THE RISE OF THE STATUTORY ADVISORY
COMMITTEE – THE TRANSMITTER HALL, ALEXANDRA PALACE, PALACE WAY, WOOD
GREEN, LONDON N22.

MEMBERS: Councillors Cooke, Christophides, Egan, Hare, Scott, Stewart and Williams

NOMINATED MEMBERS:

Alexandra Palace Amateur Ice Skating Club	Mr M Tarpey
Alexandra Palace Allotments Association	Ms E Regan
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	Ms R Macdonald
Palace View Residents' Association	Ms V Paley
Vitrine Ltd - The Lakeside Café	Mr A Yener
Warner Estate Residents' Association	Prof. R Hudson

AGENDA

1. ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2013/14 (PAGES 1 - 2)

The outgoing Chair will ask Members of the Committee for any nominations. These nominations must be seconded by another Member of the Committee. If more than one nomination is received, then a vote will be taken.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DECLARATIONS OF INTEREST

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

- (i) Must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) May not participate in any discussion or vote on the matter and must withdraw from the meeting room.

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

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

4. MEMBERSHIPS (PAGES 3 - 16)

- i) To confirm the membership of the Consultative Committee for the 2013/14 Municipal Year, from the organisations listed above.
- ii) To appoint three representatives of the Committee to serve as non-voting Members of the Alexandra Palace and Park Board.
- iii) To note the Committee's Constitution.

5. ANY OTHER BUSINESS

David McNulty
Head of Local Democracy and
Member Services
River Park House
225 High Road
Wood Green
London N22 8HQ

Felicity Parker
Principal Committee Co-ordinator
Tel: 020-8489 2919
Fax: 020-8489 5218
E-mail:
felicity.parker@haringey.gov.uk
Monday 10 June 2013

Nominations Process

At the meeting on 18 June 2013, Members will be asked to elect Chairs and Vice-Chairs for the Statutory Advisory Committee, Consultative Committee and the Joint SAC/CC meetings.

Members of the Consultative Committee will also be asked to appoint 3 non-voting representatives to serve on the Alexandra Palace and Park Board.

What will happen?

For each of the bodies the following process will need to be followed –

The outgoing Chair will ask for any nominations. These nominations must be seconded by another Member of the Committee. If more than one nomination is received, then a vote will be taken.

This process is then repeated for the Vice-Chair.

Members are asked to give thoughts to nominations for Chairs and Vice-Chairs. Advanced nominations can be made by email to felicity.parker@haringey.gov.uk, but these nominations will need to be seconded at the meeting.

18 June 2013

19.30 – SAC

The outgoing Chair of the SAC will open the meeting, and follow the process for electing the Chair and Vice-Chair. This meeting then adjourns for –

CC

The outgoing Chair of the CC will open the meeting and follow the process for electing the Chair and Vice-Chair. Members of the Consultative Committee are also asked to approve the applications for membership of the CC, and also to appoint 3 non-voting representatives to serve on the Alexandra Palace and Park Board. Once the business on the agenda has been completed, this meeting then closes, and then –

Joint SAC/CC

The outgoing Chair of the CC will open the meeting and follow the process for electing the Chair and Vice-Chair. The meeting then takes place as normal, following the items on the agenda, with the SAC meeting running concurrently.

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

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

2. CONSTITUTION**1. TITLE**

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

2. ORGANISATION**(a) Membership**

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

Alexandra, Bounds Green, Fortis Green, Hornsey, Muswell Hill and Noel Park Wards of the London Borough of Haringey.

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

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

(b) Chair

- (i) The Chair of the Consultative Committee shall be elected from the Full Membership of the Consultative Committee, at its first meeting after the commencement of each Municipal Year for 1 year and hold office until the first meeting of the following year.
- (ii) In the event of the Chair not being present at the meeting, the Consultative Committee shall elect a Chair for the meeting.

(c) Deputies

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

(d) Secretary

The Head of Local Democracy and Member Services or their representative shall be the Secretary to the Consultative Committee.

(e) Officers

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

3. REPRESENTATION ON THE ALEXANDRA PALACE AND PARK BOARD

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

4. TERMS OF REFERENCE

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

5. RULES

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

- (vi) Recommendations shall be arrived at only by agreement of a majority of Members entitled to vote. Voting shall normally be by show of hands.
- (vii) Any matter not provided in the rules and any question of interpretation shall be determined by the Alexandra Palace and Park Board.
- (viii) This Constitution as amended came into force on 24 November 1980 when it was approved by the Council. Any further amendment shall require the approval of the Alexandra Palace and Park Board and be reported to Council.

(Last amended by the Alexandra Palace and Park Board on 18th October 2011 and confirmed by Full Council on 21 November 2011)

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Consultative Committee Membership

Members of the Committee are asked to consider and confirm the membership of the Consultative Committee. The Consultative Committee shall make recommendations for approval of any new applications for membership to the Alexandra Palace and Park Board.

When confirming the membership, the following information should be taken into consideration:

There have been a number of members who have not responded to the letter sent out on 19 February 2013 (details at Appendix 1).

There have been four organisations who have not sent a representative to any meeting in the 2012/13 Municipal Year (details at Appendix 1).

A copy of the application form and letter sent on 19 February can be found at Appendix 2. Members who wish to remain as members of the Consultative Committee are requested to complete this form and return it, along with a copy of their organisation's AGM minutes, to the clerk at the meeting on 18 June 2013.

Membership of the Consultative Committee shall be confirmed following approval by the Alexandra Palace and Park Board on 16 July 2013.

Appendix 1

Letters and application forms were sent to all Consultative Committee Members on 19 February 2013. To date, the following responses have been received:

Completed form and AGM minutes	Completed form, AGM minutes required	No response
Alexandra Park and Palace Conservation Area Advisory Committee	Alexandra Palace Television Group	Alexandra Palace Amateur Ice Skating Club
Muswell Hill and Fortis Green Association	Bounds Green & District Residents Association	Alexandra Palace Allotments Association
	Muswell Hill Metro Group	Alexandra Palace Angling Association
	Palace View Residents Association	Alexandra Palace Organ Appeal
	Warner Estates Residents Association	Alexandra Residents Association
		Alexandra Palace Garden Centre
		CUFOS
		Friends of Alexandra Park
		Friends of the Alexandra Palace Theatre
		Hornsey Historical Society
		New River Action Group
		Vitrine Ltd – The Lakeside Cafe

Attendance at Consultative Committee meetings – 2012/13

	22.5.12			17.7.12			16.10.12			15.1.13			13.5.13			
	Present	Absent	Apologies	Present	Absent	Apologies	Present	Absent	Apologies	Present	Absent	Apologies	Present	Absent	Apologies	
Mike Tarpey		X			X			X			X			X		0/5
Colin Mahoney Member until 17.7.12		X														0/1
Evelyn Regan Member from 17.7.12				X				X		X			X			3/4
Kevin Pestell	X			X			X					X		X		3/5
Roger Tucker	X				X			X			X		X			2/5
John Thompson	X				X		X			X			X			4/5
Caroline Hayter	X			X			X			X			X			5/5
Colin Campbell-Preston		X			X			X			X			X		0/5
Colin Marr	X			X					X	X			X			4/5
Ken Ranson	X			X			X			X					X	4/5
James Smith		X			X			X			X			X		0/5
Gordon Hutchinson			X	X			X			X			X			4/5
Nigel Willmott	X				X			X		X			X			3/5
Jacob O'Callaghan	X			X			X					X	X			4/5
Denise Feeney	X			X			X			X					X	4/5
John Boshier	X				X		X			X				X		3/5
Rachael Macdonald	X			X			X			X			X			5/5
Val Paley	X			X			X					X	X			4/5

	22.5.12			17.7.12			16.10.12			15.1.13			13.5.13			
	Present	Absent	Apologies	Present	Absent	Apologies	Present	Absent	Apologies	Present	Absent	Apologies	Present	Absent	Apologies	
Ahmet Yener		X			X			X			X			X		0/5
Prof. Richard Hudson		X		X					X	X			X			3/5

Appendix 2

Local Democracy and Member Services
5th Floor, River Park House, 225 High Road, Wood Green, London N22 8HQ
Tel: 020 8489 0000 Fax: 020 8881 5218
www.haringey.gov.uk



Haringey Council

Matter being dealt with by
Telephone Number
Fax
Email address

Felicity Parker
020 8489 2919
020 8489 5218
felicity.parker@haringey.gov.uk

19 February 2013

To: Member organisations of the Alexandra Palace and Park
Consultative Committee

Dear Sir/Madam,

Representation on the Alexandra Palace and Park Consultative Committee in 2013/14

I am writing to ask you confirm the names of your organisation's representative and deputy for the coming Municipal Year.

For your information, the following may be represented on the Committee:-

Voting

(a) Organisations/Associations - one named representative
(See below).

(b) Trade Unions (representing staff - one named representative
employed by London Borough
of Haringey at Alexandra Palace and Park)

Non Voting

Lessee - one named representative

Organisations and Associations fall into the following categories, subject to the qualifications stated.

Local Residents' Associations

Properly constituted and including at least 50 households resident within Alexandra, Bounds Green (formerly Bowes Park), Fortis Green, Hornsey (formerly Hornsey Central), Muswell Hill and Noel Park Wards.

Local or National Organisations

Demonstrating a sufficient interest in the Palace or the use of the Palace and Park.

I would be grateful if you would complete the attached form providing details of your organisation's representatives for 2013/14 and returning it to me by 15 March 2013.

I would be grateful if you could please send me the most recent Annual General Meeting (AGM) minutes.

Failure to produce the appropriate documentation as requested may result in your removal from the Consultative Committee.

Committee Membership shall be confirmed at the next Alexandra Palace and Park Consultative Committee meeting on Thursday 30 May 2013 (provisional date, tbc).

Please note that any organisation representative that has not attended a Consultative Committee meeting in the last municipal year will be removed from the Committee's Membership.

Yours sincerely

Felicity Parker
Principal Committee Co-ordinator

ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE

REPRESENTATIVE AND DEPUTY FOR 2013/2014

NAME OF ORGANISATION

NAME OF REPRESENTATIVE

CORRESPONDENCE ADDRESS

TELEPHONE NO. (DAY-TIME)

TELEPHONE NO. (EVENING)

EMAIL ADDRESS

NAME OF DEPUTY

CORRESPONDENCE ADDRESS

TELEPHONE NO. (DAY-TIME)

TELEPHONE NO. (EVENING)

Signed:

Position:

Address:

Date:

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