

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

Councillors Cooke (Chair), Stewart (Vice-Chair), Hare, Scott, Williams, Christophides and Egan

Non-Voting R Kidby, C Marr, V Paley and N Willmott
Representatives:

Also present:

Kerri Farnsworth – Director of Property and Regeneration, Alexandra Palace
Nigel Watts – Director of Finance, Alexandra Palace
Duncan Wilson – Chief Executive, Alexandra Palace

Julie Parker – Director of Corporate Resources, LBH

MINUTE NO.	SUBJECT/DECISION
APBO276.	APOLOGIES FOR ABSENCE There were no apologies for absence.
APBO277.	URGENT BUSINESS There were no new items of unrestricted urgent business.
APBO278.	DECLARATIONS OF INTERESTS There were no declarations of interest.
APBO279.	QUESTIONS, DEPUTATIONS OR PETITIONS There were no such items.
APBO280.	MINUTES In noting the recommendations of the SAC and joint meeting in respect of the design issues relating to Little Dinosaurs and the advertising consent application for the Palace, the Board was advised that these items had been for discussion from the landlord's point of view, and still had to go through the formal processes for Planning and Listed Building Consent. RESOLVED i) That the unrestricted minutes of the Alexandra Palace and Park Board held on 7 February 2013 be confirmed as an accurate record of proceedings. ii) That the minutes of the Alexandra Park and Palace Advisory Committee meetings held on 15 January and 13 May 2013 be

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

	<p>noted.</p> <p>iii) That the minutes of the informal joint Alexandra Palace and Park Consultative Committee, and Alexandra Park and Palace Advisory Committee meetings held on 15 January and 13 May 2013 be noted.</p>
APBO281.	<p>REPORT OF THE CHIEF EXECUTIVE</p> <p>The Chair prefaced this item by welcoming the HLF announcement that they were supporting the development of the Trust's £16.8m lottery funding application by granting £844,800 in funding for the design phase, and it was anticipated that this would lead to success at the next stage of funding. The Board acknowledged the huge amount of work that Duncan Wilson and his team had carried out to achieve this, and expressed its thanks and congratulations to them and everyone who had supported this process both at Alexandra Palace and the Council. Duncan Wilson recognised in particular the contributions of Anne Kaiser, Louise Johnson, Melissa Tettey, Isobel Aptaker and Kerri Farnsworth within the team effort.</p> <p>Duncan Wilson, Chief Executive, introduced the report as set out:</p> <p><u>HLF Major Heritage Grant Application</u></p> <ul style="list-style-type: none">• Development of the second phase of the application would be a lengthy process; procurement requirements meant that it would be around 6 months before a design team was appointed, and then a further year for development of the proposals to be completed. It was hoped that stage 2 would be submitted by October 2014, although the deadline for submission was 2 years from the granting of stage 1 funding, namely April 2015.• The approval of the round 1 application was recognised as a significant moment for the Palace. It was noted that the development of the Palace as a learning asset was an important factor of the application, and that cultural partnerships would be key.• It was noted that the announcement provided a compelling boost for the wider regeneration programme at the Palace, and should be capitalised on.• In response to a question regarding the difference between the funding sought from the HLF and the total project cost, it was reported that it was hoped that some of the shortfall would met by funding from external organisations such as charitable trusts, foundations or bodies such as the GLA and Arts Council. <p><u>HLF "Remembering the First World War" Grant Application</u></p> <ul style="list-style-type: none">• In response to a question from the Board regarding whether the recent successful stage 1 application for HLF funding may affect the chances of this smaller application being successful, it was felt that a decision would be made on the strength of the project.• While the funding stream being applied for in this application related to the WW1 anniversary specifically, it was noted that the Palace was home to a number of technological developments associated with WW2.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

Property advice

- It was reported that Knight Frank had begun soft market testing, an evaluation of which would be brought to the next scheduled meeting of the Board.
- In response to a question regarding the assessment of the market testing, it was reported that Knight Frank were speaking with 20 suggested organisations initially, and would form a judgement based on the outcome of these discussions. In the event that there was some firm interest, it would then be possible to test the market on a more confident basis.

Strategic workshop – 14 May 2013

- The discussions held at the workshop had reached a position whereby if it were felt that development was likely to be forthcoming, it would be worth holding out for hotel operators at the higher end of the market, although any decision would be made within the context of professional advice and on the basis of the results of market testing.
- It was hoped that the right type of hotel at the site would help to make Alexandra Palace a destination in its own right, even when no major events were taking place, and that this should be a long term aspiration.

Recruitment

- The Board welcomed Kerri Farnsworth, newly-appointed Director of Regeneration and Property.

Masterplanning

- Work was taking place to draw up details proposals for areas that had so far not been covered in detail as part of the regeneration strategy, for example the South East wing pavilions and basement. The draft proposals would then be put out for discussion with stakeholders.
- The Board asked whether the masterplanning process would cover unused corridors; it was reported that these had been covered quite well in the previous plans and that the current work would focus largely on those areas not yet covered in detail. There was likely to be a sharpening up some aspects of previous proposals.

Regeneration, Procurement and Governance

- The Board agreed the significance of ensuring that the best design team was appointed, and it was noted that making the scope as detailed as possible was important, as well as monitoring the process closely.

Forthcoming events calendar

- It was reported that the bookings position was currently relatively strong, and that there had been a number of promising enquiries recently, across a wide range of sectors. It was recognised, however, that there was a risk of losing some longstanding clients, as other venues became increasingly

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

competitive.

- In response to a question regarding the possibility of relocating the Farmers' Market to the Terrace, it was reported that there were outstanding logistical issues to be resolved, as it would not be possible for the market to be on the terrace when the Great Hall was in use, and the market was not keen to keep changing location. Work on a solution to this was ongoing. In response to a query as to whether the former pavilion site was a possible location for the market, it was reported that this was occasionally required for overflow parking, and was also felt by the market organisers to be a slightly inconvenient location. It was felt that some analysis should be undertaken as to where customers of the market were travelling from; if many were arriving on foot from nearby streets, relocating the market to the top of the hill would make it much harder to access.

Fabric Repair Programme and on-going repair and maintenance requirements

- The Board asked about the appointment of an experienced conservation architect / building surveyor, and whether this would be the same individual providing the heritage input into the HLF project. It was confirmed that they would have some input into the HLF project, but would have a wider remit in developing a 10-year fabric maintenance plan to support the investment work being undertaken by Knight Frank, and managing a work programme for fabric repairs within the maintenance budget. It was noted that there would be a separate heritage architect working within the HLF programme.

Possible introduction of a local Controlled Parking Zone – impact on free parking in Park on AP Way

- It was reported that this issue should be looked at both as a means of managing parking and of generating income, although it was noted that any arrangements for ticketing and enforcement would incur costs to run.
- Further to previous discussions at the SAC/CC relating to parking, Colin Marr advised that it was his opinion that AP Way was already used for displacement parking, and that there should be a complete ban on parking on AP Way, as being out of place within a Conservation Area. If this was decided against, it was felt that parking should be charged for.
- It was understood that initial consultations indicated general support for the introduction of the proposed local CPZ, and it was likely that this would be introduced on an experimental basis for 6 months initially.
- It was felt that any proposed changes to parking arrangements within the park should be introduced incrementally, in order to enable their impacts to be monitored. Advice would be sought from the Council's parking enforcement and sustainable transport teams regarding this work.
- It was felt that, were the Palace to look at the option of introducing metered parking along AP Way, the position in respect of parking should be reviewed across the Park as a whole. It was agreed that the Chief Executive would produce a full report on this issue to the next meeting of the Board.

Update on Red Bull event and 150th event overview

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

	<ul style="list-style-type: none">• Details proposals for both events were set out in the report; both promised to be exciting.• The high level of engagement with groups from across the borough in respect of the 150th event was welcomed. <p>NOTED</p>
APBO282.	<p>PARK MANAGEMENT UPDATE</p> <p>Mark Evison, Park Manager, presented the report as set out:</p> <p><u>Rose Garden Fountain</u></p> <ul style="list-style-type: none">• The repairs to the fountain in the rose garden were due to start after the forthcoming half-term holiday. Following this, work was to take place on developing interpretation information on the history of this area of the Park. <p><u>Design Guide for Park Furniture</u></p> <ul style="list-style-type: none">• The draft Design Guide for Park Furniture was appended to the report. It was noted that discussions were ongoing regarding the colour scheme to be used, with the current proposal a dark green rather than the 1980s colour scheme as set out at the end of the report for reference.• It was also proposed to run a scheme for local groups to donate funding for individual benches, to be marked with plaques. The cost of each bench would be approximately £400.• There was no proposal for a wholesale replacement of all benches in the Park, new furniture would be installed over a period of time as older items required replacement.• It was reported that discussion of this issue at the Conservation Area Advisory Committee had looked at the issue of the colour scheme. The meeting had felt that there had been a rationale behind the 1980s scheme, which may have been based on historical research, and that it would be a concern if this were to be abandoned without proper consultation. It was acknowledged that no information had yet been found as to how the 1980s scheme had been decided, but that any decision to change the colour scheme would not be made lightly.• The Chief Executive advised that they would be happy to discuss the issue of the colour scheme further with the SAC/CC.• In response to a question regarding the railings, the Park Manager advised the s106 process was taking some time, but officers were working on this and would bring details back for consultation. <p><u>Dog Control Orders (DCOs) – update from the Board meeting 7th February</u></p> <ul style="list-style-type: none">• Subsequent to the report having been circulated to the Board, a detailed response to this issue had been provided by the Council, and the Park manager would work together with the Council on developing solutions to address the unique position within Alexandra Park.• It was reported that problems with dogs in the Park appeared to be worsening, and there had been incidents of involving out of control dogs. It

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

	<p>was noted that this was also an issue that had been highlighted by the local MP. The Palace had submitted number of detailed policies to address these issues, and would now work with the Council on implementation and enforcement of these regulations. The Park Manager advised that he would discuss with the Council which staff could be empowered to issue Penalty Charge Notices.</p> <ul style="list-style-type: none">• The Board asked about community dog-walking businesses; the Park Manager advised that the current Borough-wide DCO set a limit of 6 dogs per person, but this was a tricky issue as two people together could have up to 12 dogs with them.• It was reported that the Park Manager had met with two dog walkers regarding the possibility of setting up a responsible dog-walkers group. This could enable the Park to maximise the potential role that dog walkers had in reporting and deterring anti-social behaviour.• It was reported that, for the time being, the borough-wide DCO was applicable across the Park under which there were certain areas where dogs should be kept on leads, although signage had yet to be erected. <p><u>Wildlife report</u></p> <ul style="list-style-type: none">• It was reported that it might be possible to install some nesting sites for Peregrine Falcons when work was next carried out on the roof. <p>RESOLVED</p> <p>i) That the Board note the contents of the report.</p> <p>ii) That the Board approve the Park Furniture Design Guide, subject to any advice from the Advisory and Consultative Committees.</p>
<p>APBO283.</p>	<p>REPORT OF THE FINANCE AND RESOURCES DIRECTOR</p> <p>Nigel Watts, Finance and Resources Director, Alexandra Palace, presented the report on the provisional financial results for the 12 months ended 31st March 2013:</p> <ul style="list-style-type: none">• With regard to the delay in the start of the English Heritage funded Colonnade works, the underspend associated with which the Trust had requested to be carried forward, it was reported that work on site had commenced in February 2013. Had the work been commenced as scheduled in October 2012, it would have been significantly affected by the poor weather over the winter period.• The Board welcomed the more accessible format of the accounts, and the Finance and Resources Director advised that it was intended that the published accounts would be made clearer in respect of expenditure and activity, for further ease of understanding.• In response to a question from the Board regarding the Palace income variance set out in the first line of the management accounts appended to the report, it was reported that this was mainly as a result of leases being renegotiated, and the loss of some subletting income following the merger of two tenants. The Palace was seeking legal guidance regarding this issue.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

	<ul style="list-style-type: none"> • In respect of the expenditure relating to the Learning Officer post, it was reported that this cost had so far been associated with the HLF bid. • Ice Rink income was presented in the Trading Company accounts, while the costs associated with the depreciation and interest relating to the prudential borrowing for the refurbishment of the ice rink were in the Trust accounts. • It was noted that the figures reported were positive, and that in light of the public amenity offered by the Palace, it should not be viewed as a 'drain on resources' • It was agreed that the title of the park expenditure line could be amended to read Park and Road, in order to reflect that this included the costs associated with the road, for clarity. • The Finance and Resources Director advised that much of the work of APTL could be viewed as fulfilling the Trust's charitable purpose, and reported that the Palace was working with its auditors to find ways of making this more explicit. • In response to a question from the Board, it was confirmed that re-classification of the funding received from the Council would have no impact of the Palace's tax position. It was noted that the financial arrangements between the Palace and the Council had been extensively reviewed from a legal position, and care had to be taken that any changes in this treatment did not go beyond that which had already been established. <p>NOTED</p>
<p>APBO284.</p>	<p>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT There were no items of unrestricted business.</p>
<p>APBO285.</p>	<p>FUTURE MEETINGS</p> <p>The Board noted the scheduled dates for the meetings of the Board for the forthcoming municipal year:</p> <p>16 July 2013 29 October 2013 13 February 2014</p>
<p>APBO286.</p>	<p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED that the press and public be excluded from the meeting for the consideration of agenda items 11 – 18 as they contained exempt information as defined in Section 100a of the Local Government Act 1972; Paragraph 2 – information which is likely to reveal the identity of an individual and Paragraph 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information).</p> <p>SUMMARY OF EXEMPT ITEMS</p> <p>MINUTES</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 23 MAY 2013**

RESOLVED that the restricted minutes of the Alexandra Palace and Park Board held on 7 February 2013 be approved as a correct record.

FINANCIAL ITEM – HISTORIC DEBT

The recommendations of the report were agreed.

RECOMMENDATION OF APPOINTMENT OF NEW ADVISORY MEMBER OF THE BOARD

The recommendations of the report were agreed.

FINANCIAL ITEM – VAT (OPTION TO TAX)

The recommendations of the report were agreed.

2013-14 APPCT BUDGET

The recommendations of the report were agreed.

DESIGN PROPOSALS, WITH STATUTORY ADVISORY COMMITTEE ADVICE

The recommendations of the report were agreed.

ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT

The Board considered a tabled report and a verbal update from the Chief Executive, Alexandra Palace. The recommendations of the report were agreed, and further work was requested in respect of the verbal update received.

The meeting concluded at 22:20hrs.

COUNCILLOR MATT COOKE

Chair