



## NOTICE OF MEETING

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# Alexandra Palace and Park Board

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THURSDAY, 23RD MAY, 2013 at 19:30 HRS - ALEXANDRA PALACE, ALEXANDRA PALACE WAY, WOOD GREEN, LONDON N22.

**Councillors\*:**

Councillor Matt Cooke (Chair), Councillor James Stewart (Vice-Chair), Councillor Ali Demirci, Councillor Bob Hare, Councillor Sheila Peacock, Councillor Nigel Scott and Councillor Neil Williams

\*Subject to confirmation at Full Council on 20 May 2013.

**Non-voting representatives:**

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

**Advisor to the Board:**

Mr R. Kidby

**Observer:**

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

**AGENDA**

- 1. APOLOGIES FOR ABSENCE**
- 2. URGENT BUSINESS**

The Chair will consider the admission of any late items of urgent business. (Late items will be considered under the agenda item where they appear. New items will be dealt with at items 9 & 18 below)

### **3. DECLARATIONS OF INTERESTS**

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. QUESTIONS, DEPUTATIONS OR PETITIONS**

To consider any questions, deputations or petitions received in accordance with Part 4, Section B29 of the Council's Constitution.

### **5. MINUTES (PAGES 1 - 26)**

- i. To confirm the unrestricted minutes of the Alexandra Palace and Park Board held on 7 February 2013 as an accurate record of the proceedings.
- ii. To receive the minutes of the Alexandra Park and Palace Advisory Committee meetings held on 15 January, and 13 May 2013, and to consider any recommendations from that Committee.
- iii. To receive and consider the minutes of the informal joint Alexandra Palace and Park Consultative Committee, and Alexandra Park and Palace Advisory Committee held on meetings held on 15 January, and 13 May 2013.

### **6. REPORT OF THE CHIEF EXECUTIVE (PAGES 27 - 38)**

To receive the report of the Chief Executive, Alexandra Palace, detailing:

- The regeneration programme and the successful HLF bid.
- The events calendar.
- Progress with the fabric repair programme.
- Views on the impact of the possible introduction of a local Controlled Parking Zone on free parking on Alexandra Palace Way.

**7. PARK MANAGEMENT UPDATE (PAGES 39 - 48)**

The Board to note the contents of the report and to consider and approve the Park Furniture Design Guide, subject to any advice from the Advisory and Consultative Committees.

**8. REPORT OF THE FINANCE AND RESOURCES DIRECTOR (PAGES 49 - 52)**

To advise the Board of the provisional financial results for the year ended 31<sup>st</sup> March 2013.

**9. ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT**

**10. FUTURE MEETINGS**

16 July 2013  
29 October 2013  
13 February 2014

**11. EXCLUSION OF THE PUBLIC AND PRESS**

Items 12, 13, 14, 15 and 16 are likely to be subject of a motion to exclude the press and public from the meeting as they contain exempt information as defined in Section 100a of the Local Government Act 1972; Para 1 – information relating to any individual, Para 2 – Information which is likely to reveal the identity of an individual and Para 3 - information relating to the business or financial affairs of any particular person (including the authority holding that information).

**12. MINUTES (PAGES 53 - 58)**

To confirm the exempt minutes of the Alexandra Palace and Park Board held on 7 February 2013 as an accurate record of the proceedings

**13. FINANCIAL ITEM - HISTORIC DEBT**

Report to follow.

**14. RECOMMENDATION OF APPOINTMENT OF NEW ADVISORY MEMBER OF THE BOARD (PAGES 59 - 66)**

**15. FINANCIAL ITEM - VAT (OPTION TO TAX) (PAGES 67 - 70)**

**16. 2013-14 APPCT BUDGET (PAGES 71 - 84)**

**17. DESIGN PROPOSALS, WITH STATUTORY ADVISORY COMMITTEE ADVICE (PAGES 85 - 106)**

**18. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT**

David McNulty  
Head of Local Democracy & Member Services  
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Committee Coordinator  
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Wednesday, 15 May 2013

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
THURSDAY, 7 FEBRUARY 2013**

Councillors Cooke (Chair), Stewart (Vice-Chair), Demirci, Hare, Peacock and Scott

Non-Voting Representatives: C Marr and V Paley

Also present:

Duncan Wilson – Chief Executive, Alexandra Palace  
Nigel Watts – Director of Finance, Alexandra Palace  
Isobel Aptaker – Learning Officer, Alexandra Palace  
Melissa Tettey – Head of Learning and Community Programme, Alexandra Palace

Julie Parker – Director of Resources and Chief Finance Officer, LBH  
Helen Chapman – Clerk, LBH

MINUTE NO.	SUBJECT/DECISION
<b>APBO264.</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies for lateness were received from Cllr Peacock.</p>
<b>APBO265.</b>	<p><b>URGENT BUSINESS</b></p> <p>There were no items of urgent business.</p>
<b>APBO266.</b>	<p><b>DECLARATIONS OF INTERESTS</b></p> <p>There were no declarations of interest.</p>
<b>APBO267.</b>	<p><b>QUESTIONS, DEPUTATIONS OR PETITIONS</b></p> <p>There were no such items.</p>
<b>APBO268.</b>	<p><b>MINUTES</b></p> <p>The Board thanked the Advisory Committee for its endorsement of the Trust's bid to the Heritage Lottery Fund, and the Chairmen of both the Statutory Advisory Committee and Consultative Committee for having written to the HLF in support of the bid.</p> <p><b>RESOLVED</b></p> <p>i) That the unrestricted minutes of the Alexandra Palace and Park Board held on 6 November 2012 be approved as a correct record.</p> <p>ii) That the minutes of the Alexandra Park and Palace Advisory Committee held on 16 October 2012 be noted.</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
THURSDAY, 7 FEBRUARY 2013**

	<p>iii) That the minutes of the informal joint Alexandra Palace and Park Consultative Committee and Alexandra Park and Palace Advisory Committee held on 16 October 2012 be noted.</p>
<p><b>APBO269.</b></p>	<p><b>REPORT OF THE CHIEF EXECUTIVE</b></p> <p>Duncan Wilson – Chief Executive – introduced the report as set out:</p> <p><u>Events update</u></p> <ul style="list-style-type: none"> <li>• The importance of new business was emphasised; performance with regards to bringing in new business was positive, but it was noted that new business performance was a challenge to maintain.</li> </ul> <p><u>Draft Outdoor Events Strategy</u></p> <ul style="list-style-type: none"> <li>• It was suggested that, once complete, the strategy should be made available online to give potential event organisers and members of the public a better understanding of the basis on which events in the park would be considered.</li> <li>• Alternative wording was proposed for the second paragraph of the document by Colin Marr as follows: “The overall management of the Park is the responsibility of the executive of the Trust on behalf of the Trustees”. It was agreed that this amendment be made to the draft.</li> <li>• The Chair agreed to allow Gordon Hutchinson, Friends of Alexandra Park, to speak, at the request of the Board, and standing orders were suspended accordingly. Mr Hutchinson suggested that the strategy should explicitly acknowledge the particular challenges posed by the topography of the park, as well as the ecological and heritage assets which needed to be protected. The discussions regarding the draft strategy to date were felt to have been valuable.</li> <li>• There was a discussion regarding the need to balance the wish to establish prescriptive criteria for events, such as a specific maximum number of events of a certain size or nature per year, against the need to retain as much flexibility as possible. It was felt that there could be further discussion around this once the advice of the independent events consultant had been received.</li> <li>• It was suggested that the strategy should make it clear that event organisers would be required to comply with the ecological standards that had been set out by the Trust, on the basis of the expert advice the Trust had received.</li> <li>• It was confirmed that the income targets set out under section 8 represented realistic but challenging expectations.</li> <li>• It was agreed that the last sentence under section 10 (*The Park would be limited...) be omitted until the advice of the independent consultant was received.</li> <li>• It was agreed that information for Kenwood and Trent Park be incorporated into the comparison table.</li> <li>• The strategy would be promoted via direct contact with relevant promoters.</li> </ul>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
THURSDAY, 7 FEBRUARY 2013**

	<p><u>Fabric Repair Project</u></p> <ul style="list-style-type: none"> <li>• Work was scheduled to commence on site from the 18<sup>th</sup> February; the focus of repairs would be the SW colonnades and the roofing of the derelict pavilion at the SE corner of the ice rink foyer. It was noted that confirmation of the grant from English Heritage had taken longer than anticipated.</li> <li>• An application for Listed Building Consent had been submitted for a number of fabric repair works.</li> </ul> <p><u>Actions taken following GLA election count</u></p> <ul style="list-style-type: none"> <li>• The Board noted the response on this matter as set out in the report.</li> </ul> <p><b>RESOLVED</b></p> <p>i) <b>That the content of the report be noted.</b></p> <p>ii) <b>That the advice of the Advisory and Consultative Committees, particularly with regard to the outdoor events paper, be noted and that the comments of the Board as indicated above be incorporated into a further draft of this paper.</b></p>
<p><b>APBO270.</b></p>	<p><b>REGENERATION REPORT</b></p> <p>The Chair gave an update on the meeting held in the week prior to the Board meeting, attended by Cllr Cooke, Chair of the Board, Duncan Wilson, Chief Executive of Alexandra Palace, Cllr Kober, Leader of Haringey Council, and Nick Walkley, Chief Executive of Haringey Council, as well representatives from the HLF. The meeting was reported to have been positive, and had provided some valuable guidance in terms of further information that may be requested as the bid progressed. The demonstration of strong cross-party support for the bid, and the support from the Leader and Chief Executive of the Council as illustrated by their participation in the meeting, were felt to have been favourably received by the HLF. It was emphasised that Alexandra Palace should play a key role in any cultural strategy produced by the Council.</p> <p>Duncan Wilson – Chief Executive – introduced the report as set out.</p> <p><u>Property Advisor tender</u></p> <ul style="list-style-type: none"> <li>• There would be an update on the work undertaken by Knight Frank at the next meeting of the Board. A regeneration strategy workshop was planned in advance of the next Board meeting.</li> </ul> <p><u>Recruitment</u></p> <ul style="list-style-type: none"> <li>• There had been a good response to the recruitment advert for the post of Director Regeneration and Property. Advertisement for this post had been undertaken by MacDonald and Company.</li> </ul>

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	<p><u>Fundraising</u></p> <ul style="list-style-type: none"> <li>• An early draft of the fundraising strategy would be circulated in due course.</li> </ul> <p><u>HLF Update</u></p> <ul style="list-style-type: none"> <li>• The report outlined the smaller Your Heritage Grant pre-application, for education and learning, which would include work to improve learning facilities in the Transmitter Hall. In response to a question from the Board, it was confirmed that it was intended to retain the Transmitter Hall name.</li> </ul> <p>The Board thanked Duncan Wilson and his team for the progress that had been made.</p> <p><b>NOTED</b></p>
APBO271.	<p><b>REPORT OF THE FINANCE AND RESOURCES DIRECTOR</b></p> <p>Nigel Watts – Director of Finance and Resources, Alexandra Palace – introduced the report as set out.</p> <ul style="list-style-type: none"> <li>• Next year’s financial reporting would give a more detailed breakdown of income and expenditure; the current report gave a breakdown into the main areas of activity.</li> <li>• It was noted that the £152k regeneration underspend was largely due to the nature of the work and the associated pattern of expenditure having changed, subsequent to the budget being set. It was hoped that this underspend could be carried over to the next financial year.</li> <li>• The overall forecast for the year was for a reduction in the net deficit; after Gift Aid, there was confidence that the performance would exceed the original budget.</li> </ul> <p>The Board congratulated the Director of Finance and Resources and his team on the clarity of the report, and also on the work undertaken to implement the new financial system. The format of the report was agreed to represent a significant improvement.</p> <p><b>NOTED</b></p>
APBO272.	<p><b>REPORT OF THE PARKS MANAGER</b></p> <p>Duncan Wilson presented the report as set out, on behalf of the Park Manager.</p> <p><u>150<sup>th</sup> Anniversary of Alexandra Park</u></p> <ul style="list-style-type: none"> <li>• The programme of events was being developed. There had been offers of support from the local community, particularly from local musical groups. Celebrations for the event on 21<sup>st</sup> July, 11am-4pm, were likely to include a “village fair” in the Grove, with live music from local bands and groups, pop-up food stalls and a farmers’ market. The cricket club were proposing to hold an event, and other proposals included archery and a street party, with tables extending along the terrace. Wet-weather alternatives were</li> </ul>



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	<p>also being planned.</p> <ul style="list-style-type: none"> <li>• It was noted that the anniversary events were an opportunity to raise awareness of the regeneration work.</li> <li>• A logo had been developed for the publicity of the anniversary events, and it was reported that a volunteering programme was also going to be launched.</li> <li>• The Board made a number of suggestions for the Chief Executive to feed back to the events team.</li> <li>• It was noted that Gardeners' Question Time was being held at the Palace on 5 March 2013; Board members were invited to contact Duncan Wilson with ideas relating to the Park that the Panel should be made aware of.</li> </ul> <p><u>Dog Control Orders</u></p> <ul style="list-style-type: none"> <li>• An explanation had been sought as to why the detailed work undertaken by the Park Manager with regard to dog control orders had not been reflected in the DCOs issued by the Council. A further opportunity to feed into the policy would be sought.</li> <li>• The Board expressed its strong sense of disappointment that this useful piece of work had not been taken into account by the Council, and requested that its views on this matter be formally made known to the Council following this discussion.</li> </ul> <p><u>Closure of entrances</u></p> <ul style="list-style-type: none"> <li>• The overnight closures of two gates had commenced for a trial period. There had been a small number of complaints, and this would be monitored.</li> <li>• It was suggested that alternative routes be indicated on the closed gates. Although it was felt that, given the location of the gates concerned, it was unlikely that these would be used by people unfamiliar with the area, this would be discussed further with the Park Manager.</li> </ul> <p><u>Campsbourne Play Centre</u></p> <ul style="list-style-type: none"> <li>• Discussions had progressed with the Council, and a proposal was being developed for the transfer of the centre over to the Palace. A business case assessment would be produced and shared with the Board for consideration, with any proposal being considered on its merits.</li> </ul> <p><b>NOTED</b></p>
<p><b>APBO273.</b></p>	<p><b>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b></p> <p>There were no items of urgent business.</p>
<p><b>APBO274.</b></p>	<p><b>FUTURE MEETINGS</b></p> <p>Dates for the 2013/14 municipal year had not yet been established and would be circulated as soon as possible.</p>

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<p><b>APBO275.</b></p>	<p><b>EXCLUSION OF THE PUBLIC AND PRESS</b></p> <p><b>RESOLVED</b> that the press and public be excluded from the meeting for the consideration of agenda items 13 – 18 as they contain 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, Paragraph 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information) and Paragraph 5 – information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p> <p><b>SUMMARY OF EXEMPT ITEMS</b></p> <p><b>APBO276 MINUTES</b></p> <p>RESOLVED that the restricted minutes of the Alexandra Palace and Park Board held on 6 November 2012 be approved as a correct record.</p> <p><b>APBO277 REPORT OF THE PARKS MANAGER – CONTRACT EXTENSION</b></p> <p>The recommendations of the report were agreed.</p> <p><b>APBO278 HLF LEARNING AND COMMUNITY PROGRAMME BID</b></p> <p>The recommendations of the report were agreed.</p> <p><b>APBO279 TRUST AND TRADING MANAGEMENT ACCOUNTS AND RISK REGISTER</b></p> <p>The recommendations of the report were agreed.</p> <p><b>APBO280 BOARD ADVISORY APPOINTMENT</b></p> <p>The recommendations of the report were agreed.</p> <p><b>APBO281 ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b></p> <p>The Board acknowledged Cllr Peacock’s last meeting. The Board recognised Cllr Peacock’s dedication to the Board over a number of years and expressed its thanks for her work.</p> <p>The meeting concluded at 21:50hrs.</p>
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COUNCILLOR MATT COOKE

Chair

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
TUESDAY, 15 JANUARY 2013**

PRESENT: \* denotes absence

NOMINATED BY LOCAL RESIDENTS' ASSOCIATIONS

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

APPOINTED MEMBERS

Councillor Beacham	:	Alexandra Ward
Councillor Christophides	:	Bounds Green Ward
Councillor Erskine	:	Fortis Green Ward
*Councillor Gorrie	:	Hornsey Ward
Councillor J. Jenks	:	Muswell Hill Ward
*Councillor P. Gibson	:	Noel Park Ward
*Councillor E. Griffith	:	Council Wide appointment
*Councillor Dogus	:	Council Wide appointment

Also in attendance:

Mr Duncan Wilson – Chief Executive – Alexandra Palace  
Mr Mark Evison – Park Manager – Alexandra Palace  
Miss Felicity Parker – Clerk to the Committee

Public Gallery:

**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APSC80.</b>	<b>APOLOGIES FOR ABSENCE</b>  Apologies for absence were received from Councillors Gibson, Gorrie and Griffith.
<b>APSC81.</b>	<b>DECLARATIONS OF INTEREST</b>  Councillor Jenks declared a personal interest as he was a member of the Warner Estate Residents' Association.
<b>APSC82.</b>	<b>MINUTES AND MATTERS ARISING</b>  i) The minutes of the Statutory Advisory Committee held on 16 October 2012 were approved as a correct record of the meeting.  ii) The minutes of the informal Joint Statutory Advisory and Consultative Committees held on 16 October 2012 were noted.

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
TUESDAY, 15 JANUARY 2013**

	iii) The minutes of the Alexandra Palace and Park Board meetings held on 24 July 2012 and 6 November 2012 were noted.
<b>APSC83.</b>	<b>PARK ACTIVITIES UPDATE</b>  The Committee noted the discussion held during the Joint SAC/CC meeting.  <b>RESOLVED to note the report.</b>
<b>APSC84.</b>	<b>FORTHCOMING EVENTS</b>  The Committee noted the discussion held during the Joint SAC/CC meeting.  <b>RESOLVED to :</b>  i) <b>Note the events report;</b> ii) <b>To endorse the outdoor events strategy for discussion at the Board and approval subject to comments as deemed appropriate.</b>
<b>APSC85.</b>	<b>REGENERATION</b>  The Committee noted the discussion held during the Joint SAC/CC meeting.  <b>RESOLVED to note the report.</b>
<b>APSC86.</b>	<b>GOVERNANCE</b>  The Committee noted the discussion held during the Joint SAC/CC meeting.
<b>APSC87.</b>	<b>ANY OTHER BUSINESS</b>  There was no such business.
<b>APSC88.</b>	<b>DATES OF FUTURE MEETINGS</b>  The dates of the meetings for the next Municipal Year would be provided to members as soon as they were available.

Denis Heathcote

Chair

Signed by the Chair .....

Date .....



**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
MONDAY, 13 MAY 2013**

	<p>Committees held on 15 January 2013 were noted.</p> <p>iii) The draft unrestricted minutes of the Alexandra Palace and Park Board held on 7 February 2013 were noted.</p>
<b>APSC92.</b>	<p><b>REPORT OF THE CHIEF EXECUTIVE</b></p> <p>The Committee noted the discussion held during the Joint SAC/CC meeting.</p> <p>Members noted the offer of a meeting with interested parties in regard to the Red Bull event.</p> <p><b>RESOLVED</b></p> <p>i) That the contents of the report be noted. ii) That the design proposals as described at sections 4-7 of the report be endorsed, for consideration by the Alexandra Palace and Park Board.</p>
<b>APSC93.</b>	<p><b>PARK UPDATE</b></p> <p>The Committee noted the discussion held during the Joint SAC/CC meeting.</p> <p><b>RESOLVED to note the report.</b></p>
<b>APSC94.</b>	<p><b>DESIGN ISSUES</b></p> <p>The Committee noted the discussion held during the Joint SAC/CC meeting.</p> <p><u>Little Dinosaurs</u> The following comments were made by the Committee:</p> <ul style="list-style-type: none"> <li>- There were concerns over the suggested use of artificial turf, as it may spoil the appearance of the area</li> <li>- There was an advertisement board on the south west elevation of the building – it was unknown if this was authorised. Mr Jenkins (operator) explained that the sign was useful to people entering from Muswell Hill as it helped to show where the building was.</li> <li>- Other issues were raised at the site visit were the bouncy castle and the sound of the compressor running.</li> </ul> <p><u>Advertising consent application, Alexandra Palace</u> Members made the following comments:</p> <ul style="list-style-type: none"> <li>- Whilst the idea of providing information at the Palace was a good one, careful thought needed to be given to the fascias on the South Terrace – the design should be discreet and not detrimental to the look of the Palace.</li> <li>- It would be useful to have some signage at the theatre, perhaps at location 6. Signs to the theatre inside the ice rink would also be useful.</li> <li>- There would be an improvement to the existing signage at the Palm Court entrance, however location 3 (South Terrace) needed to be treated with sensitivity.</li> <li>- It was important that events were advertised – but outside events should pay</li> </ul>

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
MONDAY, 13 MAY 2013**

	<p>for their own advertising.</p> <ul style="list-style-type: none"> <li>- The advertisement boards were a good opportunity to provide information to people who were travelling past the Palace by bus.</li> </ul> <p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i) To endorse the content of the proposals by the owner of Little Dinosaurs, taking into account the comments made by the Statutory Advisory Committee and the Consultative Committee.</li> <li>ii) To endorse the advertising consent application to the Alexandra Palace and Park Board, taking into account the comments made by the Statutory Advisory Committee and the Consultative Committee.</li> <li>iii) To endorse, in principle, the measures required to protect the areas adjacent to the north façade</li> </ul>
<p><b>APSC95.</b></p>	<p><b>ANY OTHER BUSINESS</b></p> <p>There was no such business.</p>
<p><b>APSC96.</b></p>	<p><b>DATES OF FUTURE MEETINGS</b></p> <p>NOTED the dates of future meetings:</p> <p>Tuesday 18 June 2013 Thursday 10 October 2013 Tuesday 28 January 2014</p>

Denis Heathcote

Chair

Signed by the Chair .....

Date .....

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**MINUTES OF THE JOINT INFORMAL MEETING OF THE ALEXANDRA PARK & PALACE STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE**  
**TUESDAY, 15 JANUARY 2013**

PRESENT: \* denotes absence

NOMINATED BY LOCAL RESIDENTS' ASSOCIATIONS

**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 D. Heathcote
Palace Gates Residents' Association	: *Mr J. Athanassiou
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 Gorrie
Muswell Hill Ward	:	Councillor Jenks
Noel Park Ward	:	*Councillor Gibson
Council-wide Member	:	*Councillor Griffith
Council-wide Member	:	*Councillor Dogus

**Consultative Committee 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	Miss R. Macdonald
Palace View Residents' Association	*Ms V. Paley
Vitrine Ltd - The Lakeside Café	*Mr A. Yener
Warner Estate Residents' Association	Prof. R. Hudson

**Consultative Committee Appointed Members:**

\*Councillor Cooke  
 \*Councillor Demirci  
 Councillor Hare  
 Councillor Peacock

**MINUTES OF THE JOINT INFORMAL MEETING OF THE ALEXANDRA PARK & PALACE  
STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK  
CONSULTATIVE COMMITTEE  
TUESDAY, 15 JANUARY 2013**

Councillor Scott  
\*Councillor Stewart  
\*Councillor Williams

**Also attending**

Duncan Wilson – Chief Executive – Alexandra Palace  
Mark Evison – Park Manager, Alexandra Palace  
Emma Dagnes – Alexandra Palace  
Felicity Parker – Clerk to the Committee (LB Haringey)

**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APSC98.</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies for absence were received from Kevin Pestell, Jacob O’Callaghan, Val Paley, and Councillors Gibson, Gorrie, Griffith, Stewart and Williams.</p>
<b>APSC99.</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>Councillor Jenks declared a personal interest as he was a member of the Warner Estate Residents’ Association.</p>
<b>APSC100</b>	<p><b>MINUTES AND MATTERS ARISING</b></p> <p>i) The minutes of the informal Joint Statutory Advisory and Consultative Committees held on 16 October 2012 were approved as a correct record of the meeting.</p> <p>ii) The minutes of the Advisory Committee held on 16 October 2012 were noted.</p> <p>iii) The minutes of the Alexandra Palace and Park Board meetings held on 24 July 2012 and 6 November 2012 were noted.</p>
<b>APSC101</b>	<p><b>PARK ACTIVITIES UPDATE</b></p> <p>RECEIVED the report of Mark Evison, Park Manager.</p> <p>NOTED:</p> <ul style="list-style-type: none"> <li>• The Park had been voted fourth in the People’s Choice Awards, and the second placed London Park.</li> </ul> <p><u>Red Bull</u></p> <ul style="list-style-type: none"> <li>• There were ongoing discussions with regards to the proposed Red Bull event in Summer 2013. The organisers and Mark Evison had met with the Friends of Alexandra Park to talk through ideas, identify potential issues and how to resolve them.</li> <li>• The feedback from the consultation with SAC / CC Chairmen had been passed</li> </ul>

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	<p>to the Alexandra Palace and Park Board before Christmas, where the decision was taken to proceed with the event, subject to addressing the issues raised by interested groups.</p> <ul style="list-style-type: none"> <li>• Lessons were learned following the last event and would be taken into consideration for this event.</li> <li>• Gordon Hutchinson, as a representative for Friend of Alexandra Park, confirmed that following the meeting with event organisers he was satisfied that assurances had been given and potential issues had been dealt with.</li> <li>• The breakdown of the event was due to take two days – the road would be reopened on Monday, and the materials to be removed were mostly fencing and barriers.</li> </ul> <p><u>150<sup>th</sup> Anniversary of Alexandra Park</u></p> <ul style="list-style-type: none"> <li>• The Park's 150<sup>th</sup> anniversary would be celebrated during the year with a series of events and activities – with a 'big birthday party' in July.</li> <li>• Some members felt that there had not been any consultation or involvement of the local community with the planning of the day. Duncan Wilson explained that the proposed events for the day were discussed with the Friends of Alexandra Park, however he asked members to email him if they had any ideas for activities.</li> </ul> <p><b>RESOLVED to note the report.</b></p>
<p><b>APSC102</b></p>	<p><b>FORTHCOMING EVENTS</b></p> <p>RECEIVED the report of the Chief Executive, Alexandra Palace.</p> <p>NOTED:</p> <ul style="list-style-type: none"> <li>• The list of forthcoming events at the Palace.</li> <li>• Duncan Wilson introduced a “draft strategy for outdoor events in the Park” to provide a more secure basis for decision making on individual events. Duncan Wilson also suggested that it would be useful to commission an independent events consultant to advise on type, frequency and maximum size of possible events.</li> <li>• Following a discussion, members made the following suggestions: <ul style="list-style-type: none"> <li>- The value of the park as an open space rich in bio-diversity needed to be recognised</li> <li>- The suggested target of 20% of the Parks budget to come from events was seen as reasonable – this corresponding to the equivalent of one Red Bull type event a year.</li> <li>- Some thought should be given to the scale and frequency of events, for example, up to 3 or 4 events with no more than 10,000 people per year</li> <li>- It would be useful to set out which events would be welcomed in the park and also which events would not be suitable</li> <li>- Events lasting more than 28 days would require planning permission – this should be made clear in the document</li> </ul> </li> </ul> <p>Duncan Wilson asked for further suggestions to be emailed to him. He added that this report will be presented to the Board, however it could be brought back to a future meeting of the SAC/CC to discuss in further detail.</p>

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	<p><b>RESOLVED to :</b></p> <p>i) <b>Note the events report;</b>  ii) <b>To endorse the draft outdoor events strategy for discussion at the Board and approval subject to comments as deemed appropriate.</b></p>
<b>APSC103</b>	<p><b>REGENERATION</b></p> <p>RECEIVED the report of the Chief Executive, Alexandra Palace, which included an update on the major HLF grant submission for which the main text of the bid had been provided.</p> <p>NOTED:</p> <ul style="list-style-type: none"> <li>• The HLF bid had now been submitted with letters of support from the Chairs of the Consultative and Statutory Advisory Committees.</li> <li>• The Joint Committee welcomed the approach taken in the submission and endorsed its support for the bid.</li> <li>• HLF representatives would visit the Palace during the 1<sup>st</sup> week of February and the findings would be reported back to the main HLF Committee on 23 April. The outcome of this meeting would be available approximately a week after this date.</li> <li>• HLF support was usually provided for both building works and to support activities. Generally the decision was based on how the building would be used once it was restored.</li> <li>• The Palace was due to submit another HLF bid for £80,000 over 4 years to support the learning programmes and the appointment of a 'Learning Officer'. Further detail would be provided at the next meeting.</li> </ul> <p><b>RESOLVED to note the report.</b></p>
<b>APSC104</b>	<p><b>GOVERNANCE</b></p> <p>RECEIVED a verbal update from the Chief Executive, Alexandra Palace.</p> <p>NOTED:</p> <ul style="list-style-type: none"> <li>• An Alexandra Palace and Park Board sub-group had convened to discuss the appointment of non-executive and non-voting members to the Board. These would be voluntary appointments, the first of which would be announced in the near future.</li> </ul>
<b>APSC105</b>	<p><b>NON-VOTING BOARD MEMBERS FEEDBACK</b></p> <p>Nigel Willmott reported that the previous Board meeting had considered any outstanding legal issues post Firoka and decided on no further action. Other matters had already been covered by the agenda.</p>
<b>APSC106</b>	<p><b>ITEMS RAISED BY INTERESTED GROUPS</b></p>

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	None.
<b>APSC107</b>	<b>ANY OTHER BUSINESS OR URGENT BUSINESS</b>  There was no such business.
<b>APSC108</b>	<b>DATES OF FUTURE MEETINGS</b>  The dates of the meetings for the next Municipal Year would be provided to members as soon as they were available.

Colin Marr

Chair

Signed by the Chair .....

Date .....

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**MINUTES OF THE JOINT INFORMAL MEETING OF THE ALEXANDRA PARK & PALACE STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE**  
**MONDAY, 13 MAY 2013**

PRESENT: \* denotes absence

NOMINATED BY LOCAL RESIDENTS' ASSOCIATIONS

**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 D. Heathcote
Palace Gates Residents' Association	: Mr K. Stanfield
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 Gorrie
Muswell Hill Ward	:	Councillor Jenks
Noel Park Ward	:	*Councillor Gibson
Council-wide Member	:	Councillor Griffith
Council-wide Member	:	*Councillor Dogus

**Consultative Committee 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	Miss R. Macdonald
Palace View Residents' Association	Ms V. Paley
Vitrine Ltd - The Lakeside Café	*Mr A. Yener
Warner Estate Residents' Association	Prof. R. Hudson

**Consultative Committee Appointed Members:**

Councillor Cooke  
 \*Councillor Demirci  
 Councillor Hare

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\*Councillor Peacock  
Councillor Scott  
\*Councillor Stewart  
\*Councillor Williams

**Also attending**

Duncan Wilson – Chief Executive – Alexandra Palace  
Mark Evison – Park Manager, Alexandra Palace  
Felicity Parker – Clerk to the Committee (LB Haringey)  
Emma Dagnes – Alexandra Palace

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>
<b>APSC109.</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies for absence were received from Ken Ranson, Denise Feeney, Councillors Beacham, Christophides, Demirci, Peacock and Williams.</p> <p>Apologies for lateness were received from Councillor Scott.</p> <p>The Chair welcomed Kevin Stanfield to the meeting as the new representative of the Palace Gates Residents' Association.</p>
<b>APSC110.</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>Councillor Jenks declared a personal interest as he was a member of the Warner Estate Resident's Association.</p> <p>Councillor Hare declared a personal interest as he was the Chair of the Alexandra Palace Allotments Association.</p>
<b>APSC111.</b>	<p><b>MINUTES AND MATTERS ARISING</b></p> <p>i) The minutes of the information Joint Statutory Advisory and Consultative Committees held on 15 January 2013 were approved as a correct record.</p> <p><u>Matters Arising</u></p> <p>APSC105 – Jacob O'Callaghan informed the Committees that he was minded not to raise this for discussion at this meeting but depending on further enquiries, he may want to raise this issue at a future meeting.</p> <p>ii) The minutes of the Statutory Advisory Committee meeting held on 15 January 2013 were noted.</p> <p>iii) The draft unrestricted minutes of the Alexandra Palace and Park Board held on 7 February 2013 were noted.</p>



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	<p><u>Matters Arising</u></p> <p>APBO270 – Councillor Jenks referred to the meeting held before the Board meeting in February and asked whether any members of the opposition had been invited (as the minute referred to ‘strong cross-party support’). Duncan Wilson advised that the minute did not mean that strong cross-party support had arisen as a result of the meeting referred to, but that there was support for the HLF bid by both parties. The meeting referred to was with HLF representatives, and the Leader of the Council and the Chief Executive had attended. No other Councillors had been invited to attend.</p> <p>APBO272 – Members asked for details of the complaints made in regard to the overnight gate closures. Mark Evison explained that most of the complaints were from people who used the gates late at night and still wanted them to be open, but none of the complaints were alarming. The gates closure was still in the trial period, and a full evaluation would be made at the end of this period.</p>
<p><b>APSC112.</b></p>	<p><b>NOMINATIONS PROCESS - 2013/14 MUNICIPAL YEAR</b></p> <p>Duncan Wilson outlined the process for nominations of Chairs and Vice-Chairs for the Committees, and the 3 non-voting representatives to the Alexandra Palace and Park Board.</p> <p>Members could provide advanced notice of nominations to the Clerk, and nominations would also be sought on the night of the meeting (18 June 2013).</p> <p>Colin Marr raised the issue of the status of the joint meetings and their ‘informal’ designation. He advised that he would like to re-visit this issue over the course of the year, and asked for any comments from Members. Jane Hutchinson commented that the SAC was a body constituted by the Act of Parliament and so any changes to that would involve a change to the Act. Nigel Willmott suggested that the change could be made by the Council, and that the joint meeting could be formally constituted, rather than changing the Act. Duncan Wilson agreed to see what legal advice had already been provided on the matter.</p> <p style="text-align: right;"><b>ACTION: Chief Executive</b></p>
<p><b>APSC113.</b></p>	<p><b>REPORT OF CHIEF EXECUTIVE, ALEXANDRA PALACE AND PARK</b></p> <p>Duncan Wilson – Chief Executive, Alexandra Palace and Park – introduced the report as set out.</p> <p>NOTED:</p> <p><u>Regeneration project</u></p> <ul style="list-style-type: none"> <li>• The HLF stage 1 bid had been successful, and £844,800 had been awarded for the development phase funding. The stage 2 bid would be in approximately 18 months – to allow for the procurement of a design team and</li> </ul>

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about a year for the design process.

- In parallel with the HLF bid, soft market testing was being carried out in regard to regeneration elsewhere in the palace – hotel and event spaces.
- The Chairmen and members of the Committee expressed their congratulations to Duncan Wilson and the rest of his team who had been involved in the process. The Chair also commented that it was gratifying for this Committee to know that its representatives had influenced the final shape of the successful bid. Members also expressed their thanks to Councillor Pat Egan and Julie Parker (Director of Corporate Resources).
- Councillor Cooke commented that the success of the bid was testament to the leadership of Duncan Wilson and was the result of a lot of hard work of his team. The Leader of the Council had provided much support to the process.
- Duncan Wilson provided the following responses to questions:
  - The HLF decision was unanimous.
  - Donald Insall were not referenced in the Regeneration Strategy Workshop papers as they had reached the end of their current assignment – the appointment of a Surveyor to the Fabric would take on that role.
  - Restoration of the organ would be approached differently to other projects. It was more challenging to demonstrate the level of community support and involvement required, and a major project in its own right. Although it was not included in the current regeneration project, it had not been forgotten.

Red Bull event

- The Red Bull event plan was outlined in the report. The 20k attendance figure has been put to the Licensing Authority for the premises licence, although actual attendance was likely to be around 15k.
- Gordon Hutchinson raised some concerns about the plan for the day – there had been some changes in the infrastructure since he had met with officers on behalf of Friends of the Park. Duncan Wilson suggested that Gordon Hutchinson met with Mark Evison, Emma Dagnes and Red Bull to discuss the issues further and resolve them.

**ACTION: Mark Evison / Emma Dagnes**

150<sup>th</sup> event

- The report contained a lot of detail on the 150<sup>th</sup> event. Efforts had been made to include the community as much as possible.

CPZ proposals

- The purpose of including this in the report was to draw the Committee's attention to the possible implications of parking at the Palace should a CPZ be implemented. Some reservations were expressed about the existence of the bays at all, but it was accepted that if a local CPZ was implemented there would be a case for some form of parking control there. Any detailed proposals would be put to the Committees for members' views.

**RESOLVED**

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	<p>i) That the contents of the report be noted.</p> <p>ii) That the design proposals as described at sections 4-7 of the report be endorsed, for consideration by the Alexandra Palace and Park Board.</p>
<b>APSC114.</b>	<p><b>PARK UPDATE</b></p> <p>Mark Evison – Park Manager, Alexandra Palace and Park – introduced the report as set out.</p> <p>NOTED:</p> <ul style="list-style-type: none"> <li>• The draft Alexandra Park Design Guide was attached as Appendix 1 of the report. This guide would help to improve quality and maintain consistency of the park furniture.</li> <li>• Mark Evison provided the following responses to questions: <ul style="list-style-type: none"> <li>- Whilst the benches could not be made vandal-proof, the use of thinner slats could help to prevent vandalism.</li> <li>- It would be possible to provide wire mesh bins for overflow when the park was particularly busy – Mark Evison agreed to look into this.</li> </ul> </li> </ul> <p style="text-align: right;"><b>ACTION: Mark Evison</b></p> <ul style="list-style-type: none"> <li>• Members asked whether a colour scheme had been adopted for the palace. Duncan Wilson advised that the final decision was about to be made on the shade of green paint for the colonnade. Some members expressed an interest in seeing the colour choice before the final decision was made. Duncan Wilson asked that those members contact him in the next couple of days to arrange a visit.</li> </ul> <p><b>RESOLVED to note the report.</b></p> <p><b>RESOLVED</b></p>
<b>APSC115.</b>	<p><b>DESIGN ISSUES</b></p> <p>Duncan Wilson – Chief Executive, Alexandra Palace and Park – introduced the report as set out.</p> <p>NOTED:</p> <p><u>Little Dinosaurs</u></p> <ul style="list-style-type: none"> <li>• Members of the Committee had visited the Little Dinosaurs site on 9 April 2013 to go through the proposals relating to the building and the surrounding grounds. Further details of the proposals were set out in page 53 of the report.</li> <li>• The operator of Little Dinosaurs has asked for some indication from the Committees as to whether the proposals would be supported before further design work was carried out.</li> <li>• The following comments were made by the Committee: <ul style="list-style-type: none"> <li>- There were concerns over the suggested use of artificial turf, as it may spoil the appearance of the area</li> </ul> </li> </ul>

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- There was an advertisement board on the south west elevation of the building – it was unknown if this was authorised. Mr Jenkins (operator) explained that the sign was useful to people entering from Muswell Hill as it helped to show where the building was.
- Other issues were raised at the site visit were the bouncy castle and the sound of the compressor running.
- Duncan Wilson suggested that Mr Jenkins could work with the Palace's design team to develop a more sympathetic / appropriate sign.

Advertising consent application, Alexandra Palace

- The most common criticism of the Palace was that it was hard to find out any information at the Palace.
- Appendix 2 detailed the creative concepts and locations for Alexandra Park and Palace branding on the East, South and West façades.
- Councillor Cooke encouraged members to think of the advertisements as adding momentum to engaging with the public. The advertisements would give some history of the Palace and provide up to date information.
- Members made the following comments:
  - Whilst the idea of providing information at the Palace was a good one, careful thought needed to be given to the fascias on the South Terrace – the design should be discreet and not detrimental to the look of the Palace.
  - It would be useful to have some signage at the theatre, perhaps at location 6. Signs to the theatre inside the ice rink would also be useful.
  - There would be an improvement to the existing signage at the Palm Court entrance, however location 3 (South Terrace) needed to be treated with sensitivity.
  - It was important that events were advertised – but outside events should pay for their own advertising.
  - The advertisement boards were a good opportunity to provide information to people who were travelling past the Palace by bus.

Protection of areas adjacent to the north façade

- Duncan Wilson advised of the possible measures that may need to be taken in order to make the north façade safe. The Committees would be asked for their comments (this might be at short notice) should this work need to go ahead.

**RESOLVED**

- i) **To endorse the content of the proposals by the owner of Little Dinosaurs, taking into account the comments made by the Statutory Advisory Committee and the Consultative Committee.**
- ii) **To endorse the advertising consent application to the Alexandra Palace and Park Board, taking into account the comments made by the Statutory Advisory Committee and the Consultative Committee.**
- iii) **To endorse, in principle, the measures required to protect the areas adjacent to the north façade**

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APSC116.	<p><b>NON-VOTING BOARD MEMBERS FEEDBACK</b></p> <p>None.</p>
APSC117.	<p><b>ITEMS RAISED BY INTERESTED GROUPS</b></p> <p>There were no such items.</p>
APSC118.	<p><b>ANY OTHER BUSINESS OR URGENT BUSINESS</b></p> <p>Jane Hutchinson requested that all Committee Members publicise the 150<sup>th</sup> event to their members, friends and families. Mark Evison agreed to send the poster round to Members.</p> <p style="text-align: right;"><b>ACTION: Mark Evison</b></p>
APSC119.	<p><b>DATES OF FUTURE MEETINGS</b></p> <p>NOTED the dates of future meetings:</p> <p>Tuesday 18 June 2013 Thursday 10 October 2013 Tuesday 28 January 2014</p>

Colin Marr

Chair

Signed by the Chair .....

Date .....

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Report Title: **Report of the Chief Executive APPCT**

Report of: **Duncan Wilson, Chief Executive, Alexandra Palace Charitable Trust**

### 1. Purpose

1.1. To update the Board on the recent developments and activities, in particular

- The regeneration programme and the successful HLF bid
- The events calendar
- Progress with the fabric repair programme
- Views on the impact of the possible introduction of a local Controlled Parking Zone on free parking on Alexandra Palace Way

### 2. Recommendations

2.1. That the Board notes the contents of the report and gives it views where appropriate.

Report Authorised by: **Duncan Wilson, Chief Executive**.....

Contact Officer: **Duncan Wilson, CE, Alexandra Palace & Park,  
Alexandra Palace Way, Wood Green N22 7AY Tel No. 0208 365 4321**

### 3. Executive Summary

- 3.1. The first section of the report provides an update on Regeneration activities since the last meeting, including the HLF grant decision, forthcoming regen. strategic workshop, property advice assignment, recruitment and masterplanning
- 3.2. The second section gives a regular update on the forthcoming events calendar, and outline in more detail the Red Bull "soapbox derby" event in the Park on 14 July and the 150<sup>th</sup> anniversary event on 21 July.
- 3.3. The third section outlines good progress with the DBR repair contract on the central section of the SW colonnades and SE pavilion roofs
- 3.4. Finally the fourth section suggests that we should explore the feasibility of charging for parking on AP way (the section of road leading down to the station) because if a CPZ is introduced locally there may be a displacement effect. The SAC and CC will be discussing this issue on 13 May and their views will be reported to the Board meeting.

### 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. Regeneration programme update (paras 6-11 below)**

**6.1. HLF Major Heritage Grant Application**

- 6.1.1. The Trustee Board of the Heritage Lottery Fund have unanimously approved the Trust's Round 1 application to restore the BBC Studios, Theatre and East Court.
- 6.1.2. From a total application request of £16.8 million, £844,800 has been initially granted for Development phase work (72% of costs), which will support the development of a Round 2 application which is expected to be submitted in late 2014.
- 6.1.3. Approval was given for the entire amount requested for the Development phase, with no special conditions attached.
- 6.1.4. Match funding for the Development phase (28% of costs) will be provided by the Trust from the existing regeneration budget.
- 6.1.5. During the Development phase, the project team will focus on refining the design to RIBA D stage, including
- developing and agreeing fit out and restoration/construction approach,
  - detailing learning community engagement, volunteering and fundraising strategies,
  - continuing to research and develop the project business plans to test viability and sustainability, and
  - commissioning a range of studies including sustainability, transport and economic impact which will be required as part of the Round 2 application.
- 6.1.6. If the Round 2 application is successful, approval will be given for Delivery phase funding. The total project cost is estimated at of £23.9m, of which HLF's contribution would be £16.8m. The balance of funding will be sourced from a range of public and private sources, which will be addressed by the Fundraising Strategy. It is hoped that the Borough would be a lead donor, although no firm commitment has yet been made pending the development of a fundraising strategy for the matched funding.

**6.2. HLF "Remembering the First World War" Grant Application:**

- 6.2.1. Under advice from the HLF, a revised application for a grant of £55k through a different funding stream specifically connected with the WW1 anniversary will be submitted in late May/early June. The project will be education and learning-focussed, and allow us to maintain the momentum created by the appointment of our new Learning Officer in 2012. The use of AP during WW1 as a refugee and then internment camp is a particularly strong theme for us. The project covers some (mostly cosmetic) modernisation of the Transmitter Hall as a learning and meeting space, and programme costs of the activity and a small exhibition, drawing on the rich archive of the period at Bruce Castle. A further update will be provided at the next Board meeting.

**7. Property Advice**

- 7.1. Knight Frank are progressing with their Stage 1 market research and are expected to report initial findings in late June, which will be digested and fed in to the July Board Meeting.
- 7.2. As part of the Stage 1 research, specialist consulting group TRI were commissioned to conduct a feasibility study on the proposed hotel based on a size of 195 rooms. Initial findings indicated that a limited service, 3+ star hotel would be best suited to the location and potential target group, offering a room rate of £60-£75 a night; while this



sector will be included in the soft market testing, other hotel operators will also be contacted to determine demand at other more sophisticated levels. The TRI report will be used to support and inform the soft market testing exercise which will commence the week of 20 May.

- 7.3. A costing is being prepared to indicate potential construction/development cost of a hotel based on the TRI recommendations, which will assist with assessing the longer term viability and attractiveness of the potential hotel site.
- 7.4. A representative sample of potential hotel and events operators and developers is being approached, on Knight Frank's advice, so as to inform the development of further advice on market potential.

### **8. Strategic Workshop - 14 May 2013**

- 8.1 A workshop with Board members, APTL Trustees, the Regeneration Working Group, special advisors to the Regeneration programme and key consultants will be coming together on Tuesday 14 May 2013 for a review and discussion of the Regeneration programme.
- 8.2 Cllr Claire Kober, Leader of the Council, and Nick Walkley, CE of LBH, will also be attending. The session will be chaired by Cllr Matt Cooke, Chair of APPCT and APTL Boards.
- 8.3 Key agenda items will include a review of the HLF project, next steps and proposed timelines, an update on the Property Advice project from Knight Frank, including plans for soft market testing and the results of the TRI feasibility study on the proposed hotel, an update on the master planning process, and a review of recommendations to update AP's vision in light of the Regeneration programme and future direction of the site.
- 8.4 This will not be a decision-making forum, but rather an opportunity to review and discuss progress on a range of issues to date and for our various stakeholders to contribute and meet one another.

### **9. Recruitment**

- 9.1 Following a two-stage interview process, Kerri Farnsworth was appointed into the new post of Director of Regeneration and Property and commenced on 22 April 2013. Kerri has an extensive background in developing and delivering complex major regeneration projects in the UK and beyond, including a number in challenging heritage environments.
- 9.2 The Trust's Estates and Facilities Manager resigned in March 2013. First round interviews have been completed with four candidates for the appointment of a replacement, with second and final interviews to take place the week commencing 6 May 2013. A further verbal update will be provided at the meeting.

### **10 Master planning**

- 10.1 Farrells have been briefed to prepare revised plans outlining potential usage for currently unused and derelict spaces across the Alexandra Palace site.
- 10.2 Draft plans have been prepared for basement, ground and first floor levels, with a separate plan highlighting potential for areas such as the hard standing at the eastern end of the building.
- 10.3 The plans will be reviewed and discussed during the Strategic Workshop on 14 May, and will be used by Knight Frank as a reference during the soft market testing exercise.

## **11 Regeneration, Procurement and Governance**

- 11.1 A review of procurement options and approach is being undertaken for both on-going Trust and HLF project requirements. Using a range of tender processes that will comply with both LBH and HLF guidelines, a number of lead and specialist consultants will need to be selected and appointed to support the Development and Delivery phases of the project.
- 11.2 Discussions are on-going with LBH about the best and most efficient way of approaching procurement, being mindful of the need to proceed as soon as possible on the HLF project as the Development phase cannot be commenced without a consultant team in place.
- 11.3 To support on-going governance and progress of the Regeneration programme, a second Gateway Review has been provisionally scheduled for October 2013.

## **12.0 Forthcoming events calendar**

- 12.1 Inside the Palace we will be showcasing a number of new exhibitions including the Mums Show Live, Edible Garden Show, Tattoo Show, YouTube Summer in the City, Medical Expo and Young at Heart. Concerts to come include Madness, Above and Beyond and The National.
- 12.2 The Park has also got an exciting summer ahead with the Redbull Soapbox Race being held on the 14<sup>th</sup> July followed by the celebration of the parks 150<sup>th</sup> year on the 21<sup>st</sup> July.
- 12.3 Details of the programme and each of these two big events are attached at Appendices 17.1 – 17.3 below. The Red Bull event promises once again to attract a new and young audience to the Park and presents a major positive PR opportunity. The 150<sup>th</sup> anniversary celebrations have developed into a major community event, with performers from all over the Borough.

## **13.0 Fabric Repair Programme and on-going repair and maintenance requirements**

- 13.1 The English Heritage-part funded works to the middle bay of the SW colonnade and the SE pavilion roof are progressing well and are currently running to schedule. The construction cost was originally set at £421k, of which English Heritage are contributing c.50%. Agreed extensions of scope and changes amount to a further £50k. This extension has allowed us to reinstate the fabric repairs to the facades originally dropped from the project to bring it within budget, and to add items such as safe access systems so that we can maintain the building better in future (plant growth was a real problem, on close inspection). The additional funding is provided for in the 2013/14 capital budget.
- 13.2 The re-roofing of the SE pavilion has rendered useable a substantial section of the Palace previously derelict, with holes in the roof, pigeons roosting and full grown trees inside the building. Fit-out costs would be substantial and are not currently programmed, but it does demonstrate real progress.
- 13.3 A representative from English Heritage undertook a site inspection of the works on 24 April and was very happy with the quality of works completed to date, and the proposal to extend the scope of the project to make best use of the scaffolding and provide a better quality of repair.
- 13.4 The project has highlighted the need to appoint an appropriately experienced and skilled external consultancy practice (conservation architect and/ or building surveyor) to prepare a 5-10 year Fabric Maintenance Plan for the entire Palace, and to design and oversee individual works packages arising for (say) the next 3 years (subject to the availability of capital resources).

13.5 The contract value is likely to be in the region of £165k. The intention is to procure using an open market tender process to ensure that we get the best possible

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

14.1 The Borough has consulted the public about proposals to introduce a Controlled Parking Zone in the streets to the east of the Park. The implications for parking in Alexandra Park are potentially significant, in that commuter parking close to Alexandra Palace station may be displaced onto the free parking bays running up the hill along Alexandra Palace Way. There is a prima facie case for considering the introduction of parking charges in this area, and monitoring the effect on other free parking in the Park, especially in the East car park outside the ice rink.

14.2 Due diligence needs to be carried out to assess the legal and financial viability of any set of options for metering and enforcement. However at this stage views on the general issue are sought.

14.3 Any emerging proposal would have to be fully consulted on, and Charity Commission approval would need to be obtained. SAC and CC members' views will be reported to the meeting.

**15.0 Recommendations**

15.1 That the Board notes the contents of this report

**16.0 Legal Implications**

16.1 The Council's Head of Legal Services has been consulted in the preparation of this report, and has no comments save to say that he will work with officers to ensure an efficient procurement process for the HLF project.

**17.0 Financial Implications**

17.1 The Council's Chief Financial Officer notes the positive progress made with regeneration and refurbishment activities and the plans in place to attract funding for future events such as the WW1 activity. The Board have confirmed that all those taking part in the 150<sup>th</sup> celebration events will comply fully with necessary H&S and insurance requirements. It is noted that full due diligence will be undertaken on introducing charges for parking if this is something the Board recommends investigating further.

**18.0 Use of Appendices/Tables**

**18.1 Events Schedule**

Confirmed public events and first provisional options to September 2013

<b>Event</b>	<b>Location</b>	<b>Open Date</b>	<b>Timings</b>
Conference	Panorama Room	Thursday 9th May	09:00 - 21:00
Party	Londesborough Room	Saturday 11th May	11:00 - 16:00
Antiques & Collectors Fayre	Great Hall	Sunday 12th May	09:30 – 16:30
Segway	Park	Thursday 16th - Monday 20th May	Pre Book

Funfair	Pavilion Car park	Friday 24th May - Sunday 2nd June	
Hornsey YMCA Fun Run	Park	Sunday 19th May	09:30-11:30
Mums Show Live	WH/PR/LR/PC Suites	Thursday 16th - Sunday 19th May	Various
Beginners Tree Walk - Friends of the Park	Park	Sunday 19th May	TBC
Study Club	PCS5/4	Wednesday 22nd May	18:00 - 21:00
School Trip	TH	Wednesday 22nd May	10:00 - 12:00
APPCT Meeting	TH	Thursday 23rd May	19:30 - 22:30
Tattoo Show	Great Hall	Friday 24th - Sunday 26th May	Various
Farmers Market	Paddock	Sunday 26th May	
Lakeside Art Show	Lake/Park	Saturday 25th Sunday 26th May	TBC
Pirate Week - Half term activities	Ice Rink/East Court	Monday 27th May - Sunday 2nd June	10:00 - 17:30
Organ Concert	Great Hall	Wednesday 29th May	TBC
Tree Adventures	The Grove	Saturday 1st and Sunday 2nd June	TBC
Wedding	PR	Sunday 2nd June	18:00 - 00:00
Sponsored Walk	Park	Sunday 2nd June	11:00 - 14:00
Farmers Market	Paddock	Sunday 2nd June	
Brass Band	The Grove	Sunday 9th June	TBC
Farmers Market	Paddock	Sunday 9th June	
Knight rider	Park	Sunday 9th June	TBC
ACCA	Great Hall	Monday 3rd - Wednesday 12th June	09.00-15.30
APTV Society	LR	Thursday 13th June	11:00 - 17:00
5k Yoga Run	Park	Sunday 16th June	08:00 - 14:00
Wedding	West Hall	Sunday 16th June	18:00 - 00:00
Farmers Market	Paddock	Sunday 16th June	
Music (Prov)	All Areas	Wednesday 19th June	
Wedding	PR	Saturday 22nd June	TBC
Longest Park run	ME	Sunday 23rd June	TBC
Farmers Market	Paddock	Sunday 23rd June	
Charity Ice Rink event	Ice Rink	Sunday 23rd June	1300-2000
Haringey Boxing	Great Hall	Thursday 20th - Sunday 23rd June	TBC
Mid-Summer Garden Party	The Grove	Sunday 23rd June	10:00 - 14:00
Wedding	Panorama Room	Sunday 23rd June	17:30 - 00:00
Walk through the Park	Park	Wednesday 26th June	18:30
Cyprus Wine festival	Great Hall	Saturday 29th - Sunday 30th June	TBC
Medical Expo	GH/WH/PR/PC/PS	3 <sup>rd</sup> - 6 <sup>th</sup> July	Various
Hornsey Carnival	Park	Saturday 6th July	08:00 - 16:00
Farmers Market	Paddock	Sunday 7th July	
Red Bull	Park/All Areas	Saturday 13th - Sunday 14th July	12.00-18.00
Teambuilding	PR, Upper Field	Wednesday 17th July	TBC
Segway	Park	Friday 19th - Monday 22nd July	TBC
Moonlight Walk	Park	Saturday 20th July	22:00 - 06:00
40th Birthday Party	LR	Saturday 20th July	17:00 - 00:00

Funfair	Pavilion Car park	Friday 19th July - Thursday 8th Sept	TBC
Parks 150th Anniversary	Park	Sunday 21st July	11:00 – 16:00
Farmers Market	Paddock	Sunday 21st July	
Farmers Market	Paddock	Sunday 28th July	
Wedding	PR	Saturday 3rd August	18:00 - 00:00
Farmers Market	Paddock	Sunday 4th August	
Segway	Park	Friday 9th - Monday 12th August	TBC
Wedding	PS	Saturday 10th August	1600 - 0000
Farmers Market	Paddock	Sunday 11th August	
Summer in the City	All Areas	Saturday 17th August	TBC
Farmers Market	Paddock	Sunday 18th August	
Wedding	Panorama Room	Friday 23rd August	17:30 - 23:30
Wedding	PS	Saturday 24th August	1800 - 0000
Farmers Market	Paddock	Sunday 25th August	
Teen Queen (prov)	Palm Court	Friday 30th August	19.00-00.00
Wedding	Palace Suite	Saturday 31st August	1900 - 0000
Wedding	Panorama Room	Saturday 31st August	17:00 - 00:00
Bird Walk	Park	Sunday 1st September	TBC
Farmers Market	Paddock	Sunday 1st September	
Dolls House	WH	Sunday 1st September	06:00 - 20:00
Wedding	PR	Sunday 1st September	TBC
Wedding	PR	Saturday 7th September	14:00 - 00:00
Wedding	PS	Saturday 7th September	TBC
Wedding	PR	Sunday 8th September	08:00 - 16:00
Farmers Market	Paddock	Sunday 8th September	
Segway	Park	Friday 13th - Monday 16th September	TBC
Antiques	GH	Sunday 15th September	
Bat Walk	Park	Wednesday 18th September	TBC

## 18.2 Update on Red Bull Event

### Numbers

We are expecting 20,000 people, tickets are purchased pre-event via the website and capped at this number.

### Demographic

- The audience is expected to be between 16- 40 with a split of 55% Male 45% female
- Marketing aimed at attracting families of all ages

### Expectation of ticket holder's locations

- Approximately 25% of the attendance comes from London area
- 50% coming from the home counties
- 25% from the rest of the country

### Public and Transport Management

- 80% of the audience arriving into the park will come from AP station. With 20% arriving from Priory Road / Muswell Road.
- The route from the AP station end of Alexandra Way road will approach along the low road of Alexandra Park and then up towards the Place next to Paddock Car park
- The route from Priory Road will walk along Alexandra Way Road onto the south terrace and arrive at BBC car park

### Exiting from the event

- There are several exit points within the Park, the main exit point will be the bottom of Alexandra Way road with Bedford road, alongside AP Station, and the alternative exit route will be along Alexandra Palace Way towards Priory Road
- The routes within the Park will contain the spectators as much as possible, we will ensure that the routes to AP station ensures that volumes of spectators are sparse and spread out along the route to avoid disruption to the residents.

### Impact on Bedford Road

- The impact on Bedford road will be managed with CSP and Traffic marshals plus event stewards to ensure crowd management is effective, and disruption to residents is kept to a minimum.
- Road suspension / TTRO (temp, Traffic Road Order) has been applied for within a stretch of Bedford road to ensure management of spectators

### Noise

- A full noise management contractor has been appointed Vangaurdia to ensure the noise levels are monitored, maintained and limited amount of disruption to the residence as possible.
- A full noise management plan has been produced and available if requested.

### Impact on boating lake, garden centre, mini golf, little dinosaurs

- The Boating Lake reference access and operation will not be affected as this is outside of the event space within the park. Access routes from both Avenue Road and South terrace will be maintained
- Garden Centre is business as usual and access to the operation will not be affected

- Mini Golf is business as usual and access to the operation will not be affected
- Little Dinosaurs is business as usual and access to the operation will not be Affected.

## **Road closures / Car Parks**

- Alexandra Palace Way will be closed from Saturday 00.01 13th July 2013 until 05.00 Monday 15th July 2013
- Car parks that will be open to the public: Grove & Paddock Car Parks
- Car parks that will be closed to the public: East, BBC, Pavilion

## **Ice Rink**

- The Ice Rink will be available as business as usual, access by foot will be from the south terrace and boating lake, and public on foot from the Garden Centre / Grove end on foot will be directed along the south terrace and into the East Light well. If arriving by vehicle will park within the Great Hall via Slip Road.

### 18.3 150th Event Overview

In celebration of the rich history, current activity and exciting future the 150<sup>th</sup> event has been zoned to encourage the public to explore all of the park not just one area. The zones are outlined below:

#### **Village Green – The Grove**

This will be the beating heart of the event and will showcase local community groups, concessions, food stalls and craft groups, including Friends of the Park, London Wildlife Trust, Natural History Museum, Face Painting, The Tempest Community Workshop, and the RSPB.

#### **The Bandstand – The Grove**

We have had a high return on our Expression of Interests from local performers for both the bandstand and the Beach stage. Due to the high number of acts we want to ensure that as many groups as possible have the opportunity to perform therefore sets will be between 15 – 20 minutes. Performers who need longer performance times will be located elsewhere in the event.

#### **Children’s Funfair Rides – The Grove**

Mannings funfair will be providing x1 or x2 children’s traditional rides to be located on The Grove they have been asked to provide rides that reflect their history with the park.

#### **Funfair – The Pavilion**

The funfair is supplied by Mannings funfair and is situated on the Pavilion which is located by the entrance to the Ice Rink. The funfair would have been in situ if the event wasn’t happening but the provider John Mannings has agreed to run a special rate for the day.

#### **The Long Lunch – South Terrace**

The Long Lunch is an opportunity for neighbours and local community to sit down at a long table and have lunch together. The table will be located on the South Terrace and trestle tables and chairs will be provided by Alexandra Palace & Park.

#### **Pitch & Putt – Golf Course**

Alexandra Palace Park has a 9 hole par 3 golf course which operates throughout the year dependent on the weather. The operator has confirmed that the Golf Foundation will be providing free golf workshops aimed at introducing the sport to young people.

#### **Sports Zone – Old Race course**

This is a very exciting area with a number of activities taking place we have verbal confirmation from the following organisations. Tottenham Hotspur Foundation, RFU, LB Haringey Sports Development, Waltham Forest Hockey Club, Rugby Munchkins, Aquarius Archery Club, Segway, LBH England Athletics (providing pop up running track), Basketball, Bowls, Gymnastics, Cricket and Hackney Playbus.

#### **Sports Zone – Cricket Pitch**

There will be two cricket matches playing on the same day as the event. The times of these matches will be part of the event programme.

#### **Sports Zone – Archery**

When the park first opened its gates there was an Archery club located on the park. As a nod to this fascinating part of the parks history the Parks Manager Mark Evison



has located a local club that is willing to hold archery displays and workshops during the day.

A location must be confirmed for this activity but an initial idea is to hold it on the circus site \* refer to map for location.

### **Farmers Market**

The farmers market will be taking place on the day of the event. The market attracts an estimate 3000 people throughout the day. It is imperative that all those attending the market are aware that the event is taking place and are encouraged to explore further into the park. The Market Manager has agreed to a Brass Band being located in the market sponsored by the event ensuring people are aware that more is happening in the park. We will also be locating promotion staff in this area to ensure that the event is well publicised.

### **Tethered Balloon**

Alexandra Palace Park has a long history with Ballooning and therefore it was a vital component of the event. We have found a provider called David Groombridge from [www.flyingenterprises.com](http://www.flyingenterprises.com) they are currently reviewing the park to find a suitable location. The rides on this balloon will be free of charge and will take place at allotted times during the day.

### **Trackless Train**

Alexandra Park used to have its own train station, to reflect this part of its heritage we have tried to secure a trackless train which is currently an outstanding action. Should a provider be found, the train will run between the area known as "The Beach" which is situated outside the Bar & Kitchen and along the south terrace and into the Ice Rink car park.

### **Red Bull Soap Box Derby Cars**

The weekend prior to the 150th celebration event Red Bull will be holding their soap box derby on Alexandra Palace Way. Red Bull has allowed us to borrow five soap boxes to have on display at the event. They will be located on the "The Beach" where they can be closely monitored.

### **Roaming Performers**

Because of the parks size it was felt important that some of the entertainment were to be "mobile" several acts have been identified who can provide roaming performance that will engage and entertain as the public move around the park. They will also highlight to those who have attended the park for an enjoyable day out.

### **Boating Lake**

Located at the top of the park the Pedalo operator has agreed to hold fun races with prizes that link in to the event during the day.

### **Sunset Sessions – The Beach**

Located on the concrete area directly outside the Bar & Kitchen pub, a small stage will be erected to hold performances throughout the day. In the evening this area will continue to play music until 10pm (acoustic). The production service provider will need to provide a stage manager for this area and schedule the performances up to 4pm from there the in-house team will take over the management of this area.

### **The Big Tree Climbing Company – Behind the Grove**

The Big Tree Climbing Company will be providing Zip Wire and Tree Climbing rides.

## **Event Management**

Organising an event of this size and nature with the volume of content providers, suppliers and performers requires a higher level of resource than is currently available in-house. It was therefore considered prudent to employ a specialist firm to manage the consolidation of the delivery including site management, concession, community, performers and supplier management and on the day management based on previous experiences within the Borough, including the Tottenham Festival and Continental Drifts have been brought on board as the Production Service Provider, they will work closely with the in-house team including our Health and Safety manager to ensure a smoother operation is delivered.

## **Estimation of attendance**

This is a free event and therefore it is always difficult to predict how many people will attend throughout the day. However on previous experience it is estimated that 7,000 –10,000 will flow through the park enjoying some or all of the activities on offer between 11am – 4pm. Therefore our risk assessments, method statements, provision of infrastructure; water, toilets etc have been based on this estimate. We have also forecasted that there will be between 100 to 150 people in any area at any one time with the number being higher for the Village Green which we predict will be very popular.

## **Marketing**

A number of marketing initiatives will be taking place prior to the event. However it is also important that we measure the number of attendees and their customer satisfaction rate. We will be utilising the in-house team to deliver both of these elements.

## **Critical Path**

The below outlines the milestone dates of the project and the deliverables:

- 22nd April 2013 hand over complete to production service provider
- 3rd May 2013 first draft site plan (CAD) with zones produced
- 17th May 2013 first draft EMP produced for review
- 14th June 2013 all content, concessions, performers etc confirmed no more applications or expressions of interest accepted
- 21st June 2013 second draft EMP produced for client review
- 28th June 2013 SAG to be held at AP (TBC)
- 2nd July 2013 updates from SAG to be included in EMP
- 10th July 2013 deadline for all concessions, stallholders, exhibitors etc receiving their exhibitors packs which contain site maps, zone maps, car passes, site passes, terms and conditions etc
- 21st July 2013 (am) site build commences arrival of concessions, stall holders
- 21st July 2013 11am – 4pm event open to the public
- 21st July 2013 4pm onwards site de-rig
- 31st July 2013 Production Service Debrief document delivered to client  
Debrief meeting date to be confirmed

The celebration of 150 years of Alexandra Park is at the heart of this event. However the ambition for the project is that a high number of new visitors will be attracted to enjoy this phenomenal green space and hopefully use it in the future for entertainment and recreation

Agenda item:

**Alexandra Palace & Park Board**

**on 23<sup>rd</sup> May 2013**

Report Title: **Park Management Update**

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

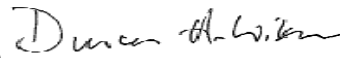
**1. Purpose**

- 1.1 To update the Board regarding issues in the Park
- 1.2 To obtain the Board's approval for a new Park Furniture Design Guide

**2. Recommendations**

- 2.1 That the Board notes the contents of the report.
- 2.2 That the Board considers and approves the Park Furniture Design Guide subject to any advice from the Advisory and Consultative Committees.

Report Authorised by: **Duncan Wilson, Chief Executive**



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 There are a number of events programmed in the Park over the coming year. The most significant at this stage are the 150<sup>th</sup> Anniversary Celebration Event and the Red Bull Soap Box Derby. The calendar of small events is a healthy as ever thanks to the input from the Friends of the Park and other groups.
- 3.2 A new Park Furniture Design Guide has been written by the Park Manager. This document is intended to help improve the quality and consistency of Park furniture. An early draft of the document was sent to relevant interest groups for input and comments. The Advisory and Consultative Committees will consider the document at their meeting on 13<sup>th</sup> May.
- 3.3 The report includes an update on dog control orders, gate closures and security.
- 3.4 The report also includes some notable sightings by local wildlife experts.

**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. Park Events during 2013**

- 6.1 There are a number of Park Events programmed during the coming year, the most significant at this stage are the 150<sup>th</sup> Anniversary Celebration and the Red Bull Soap Box Derby. Details on the management of these events will be covered elsewhere on the agenda.
- 6.2 The Friends of the Park will continue to facilitate many of these as they have done in the past. Their programme includes educational walks (on the topics of bats, birds, trees and history), talks and opening of the Park Information Centre. The Saturday morning Parkrun and Sunday conservation tasks will continue throughout the year. The volunteers involved in these activities clocked up a very impressive 1,000 hours.

**7. 150<sup>th</sup> Anniversary of Alexandra Park**

- 7.1 The celebration event will be discussed in more detail elsewhere at this meeting. In general, activities and exhibitions will be taking place to showcase the whole Park. Jugglers, musicians and stilt-walkers together with a team of stewards will encourage visitors to explore the activities around the whole Park and find areas they may not have visited previously.
- 7.2 The rose garden 'legacy project' is well underway. Some of the hedges have been reduced and shrubberies have been replanted with scented and textured plants. The steps and handrails were refurbished last year and repairs to the fountain are planned.

**8. Design Guide for Park Furniture**

- 8.1 The Park contains a wide range of furniture of various style, age and condition. Some is modern, installed during the Lottery project. Other items were installed during the 1980s development and more still pre-dates that. Currently there are six types of Park bench and seven styles of litter bin. There is also a plethora of bollards, railings, lamp columns and signs. During the Lottery project many old and damaged benches and bins were replaced.
- 8.2 Production of a furniture design guide was a special condition of the Heritage Lottery Fund development project (2002-07). A basic design guide for Park furniture was created in 2007 to fit the styles of Park furniture installed. The case officer has been consulted on the new scheme and as it dovetails with the original maintenance plan no formal approval is required from the HLF.
- 8.3 A recently re-discovered design guide dating from the mid-1980s represents an earlier attempt at such a scheme. This guide followed the brown, cream and blue colour scheme still evident in some items of furniture and signs.
- 8.4 This 1980's guide divided the Park into four design zones:
- Palace and environs - areas of Victorian influence
  - Traffic areas
  - General Park areas
  - Pavilion (a short term listing during the lifetime of the temporary events pavilion)
- 8.5 The result of these two approaches is a somewhat confusing mixture of styles. A more consistent style across the whole Park would now be more appropriate now. Areas such as the Terrace adjacent to the Palace should be consistent with this new approach too.
- 8.6 The *Friends of Alexandra Park*, the *Hornsey Historical Society* and the *Alexandra Park and Palace Conservation Area Advisory Committee (CAAC)* were consulted on the first draft of the document and their comments were incorporated.

8.7 The document will be considered by the Advisory-Consultative Committee on 13<sup>th</sup> May 2013. A verbal update of their advice will be presented to the Board.

8.8 In summary the guide proposes the following standard items:

- Eastgate Park bench
- Manchester metal bollard or square wooden bollard
- Round cast-iron litter bin
- Wooden finger posts
- Wooden fencing or metal railings
- Wooden Park notice boards

8.9 If the document is approved, the old-style furniture would be gradually phased out as items reached the end of their life and were replaced by the new styles. At this stage there is no specific budget available to make large scale changes to the Park furniture. Replacements will be installed as opportunities arise.

8.10 However, the 150<sup>th</sup> Anniversary year offers the chance to run a donation scheme for benches. A marketing campaign could encourage local people and interested groups to donate new benches to replace the old styles.

8.11 The Board are asked to approve the Park Furniture Design Guide and endorse the bench donation scheme.

## **9. Dog Control Orders – update from Board meeting 7<sup>th</sup> February**

9.1 Unfortunately there is nothing to report on this subject as no response has been received.

## **10. Closure of Park Entrances & security**

10.1 The Board will recall that two Park entrances have been subject to overnight closures since 21<sup>st</sup> January 2013.

10.2 There has not been much feedback to date, other than a couple of requests to close the entrance to the Grove earlier than 11 o'clock.

10.3 The chain-link fencing at the Redston Field Entrance from Park Avenue North has been cut once and subsequently repaired by the grounds team. This situation will be monitored.

10.4 On the subject of security there have been three break-ins around the Park in the last two months. The Alexandra Park Club, Lakeside Café and Grove Café have all been broken into.

10.5 The Police have been carrying out investigations and high visibility patrols, but there is nothing further to report at this stage.

## **11. Wildlife report**

11.1 There are many groups and individuals interested in the wildlife of the Park and they spend many hours investigating and recording on site.

11.2 The Alexandra Park Ornithological Group recently released their figures for 2012. A very good total of 108 species was recorded. This is the same as last year and the fourth highest total on record. No new species were added to the Park's list, for the first time in some years. Therefore, the overall species total for the Study Area remains at 174. In the absence of a new species, bird of the year was a juvenile Kittiwake, seen by people on an organised bird watching walk. Unfortunately, no local birders saw it as by the time news got out the bird had gone.

- 11.3 Other notable species included Honey Buzzard, Whimbrel, Greenshank, Green Sandpiper and Common Crossbill, all of which, have until this year been recorded less than a dozen times respectively. Common Redstart, Firecrest, and Mealy Redpoll also put in appearances. And after last year's absence Ring Ouzel, Brambling and Wood warbler, were also recorded, with the latter being recorded three times. Little Egret and Common Buzzard continued to be seen regularly during the year. Red Kite was seen on four dates, up on 2011's two sightings.
- 11.4 On the subject of birds, I am delighted to report that a Peregrine Falcon has been a regular visitor to the Park and Palace! Seen by the Rose Window frequently since January 2013 the bird stirred up great excitement amongst birders and the Friends of the Park. The ring on his leg identified him as the sole male offspring hatched in 2012 by the breeding pair at the Tate Modern.
- 11.5 The local mycologist discovered a fungus that is affecting the ornamental Hellebores planted near the boating lake. The pattern of growth on the leaves exactly resembles that of *Microsphaeropsis hellebore*. There are 29 records of the pest but none in Middlesex, so this is a first for the vice county.

**12. Recommendations**

- 12.1 That the Board notes the contents of the report.
- 12.2 That the Board considers and approves the Park Furniture Design Guide subject to any advice from the Advisory and Consultative Committees.

**13. Legal Implications**

- 13.1 The Council's Head of Legal Services has no comments on this report.

**14. Financial Implications**

- 14.1 There is no specific funding for implementing the Park Furniture Design Guide, replacements will be made within existing budgets. If the donation scheme goes ahead it will be cost neutral to the Trust.
- 14.2 The Council's Chief Financial Officer has noted the contents of this report and has nothing to highlight.

**15. Use of Appendices/Tables/Photograph**

- 15.1 Draft Alexandra Park Furniture Design Guide

## Alexandra Park Design Guide (DRAFT)

### 1. Introduction

In order to maintain consistency of park furniture a special condition of the Heritage Lottery Fund development project (2002-07) was to produce a furniture & design guide. The guide was written to accommodate the choices made during the Lottery Project. In 2013, five years on from the project, it is now time to review this guide.

The Palace is embarking on a large regeneration scheme and generally a higher quality of infrastructure is being sought.

### 2. Background

The Park contains a wide range of furniture of various style, age and condition. Some is modern, installed during the Lottery project. Other items were installed during the 1980s development and more still pre-dates that.

Currently there are six types of Park bench and seven styles of litter bin. There is also a plethora of bollards, railings, lamp columns and signs. During the Landscape Development project many old and damaged benches and bins were replaced.

A design guide dating from the mid-1980s has been discovered that describes the items used in the Park from 1979 to about 1986, and approved items pre-dating that scheme. This guide followed the brown, cream and blue colour scheme still evident in some items of furniture and signs.

This guide divided the Park into four design zones.

1. Palace and environs - areas of Victorian influence
2. Traffic areas
3. General Park areas
4. Pavilion (a short term listing during the lifetime of the events pavilion)

It was intended that all future maintenance and repairs would follow this guide, however this appears to have been ignored or possibly forgotten from around the 1990s. A more consistent style across the whole Park is perhaps more appropriate now.

The Palace and environs will come under the consideration in the early stages of the regeneration scheme and the designers should refer to this new guide.

Thanks are due to the *Friends of Alexandra Park*, the *Hornsey Historical Society* and the *Alexandra Park and Palace Conservation Area Advisory Committee (CAAC)* who have been consulted and their comments have been incorporated into this version of the document.

### 3. Principle Park Furniture Items

The photos below show the styles chosen by the Landscape Development Manager in 2006 for the HLF Landscape Development Project:

Park bench:



Litter bin:



Dog waste bin:



Many of these benches and bins were installed during the project, however, many various other benches and bins remain on site. This style of bench seems too plain and functional for a heritage site such as this. Complete replacement across the whole site has always been prohibitively expensive so items have been installed in a piecemeal fashion. The style of litter bin chosen was economical, but they are now looking tired and many have failed hinges.

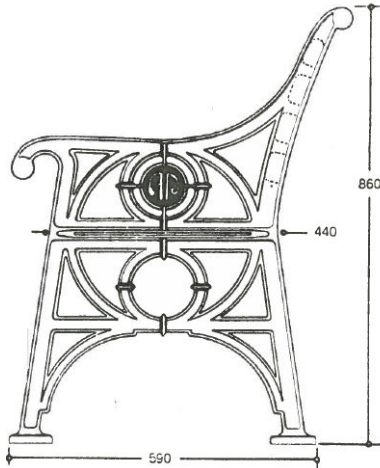
### 4. Park Benches

During the last five years or so, benches were only be replaced as they reached the end of their working life or were vandalised beyond repair. This in effect means replacement of less than one bench each year. A few enquiries are received annually for new memorial benches. Since 2007, rather than install new benches, existing benches have been dedicated and a fee collected for annual repainting for five years.



The grounds maintenance contract was recently varied to include repainting of one-third of the benches each year over the remaining three years of the contract.

The 1980s design guide specifies two types of bench for the Park a (modern) *Victorian* style seat with “Eastgate” seat ends, painted brown with the old ‘AP’ roundel (in cream). The back and seat were made of clear varnished iroko slats.



Existing Eastgate bench by the deer enclosure

In the General Park areas the design was the basic ‘Pointer Seat’ with a golden finish to the timbers.

In early-2013, the Hornsey Historical Society reviewed the literature to ascertain if a particular bench was used in the Park before 1900. Photographs show that the early benches were quite plain, back-to-back seats. They had wooden planks for seats and a metal rail as a backrest. These are not the highest aesthetic quality so the Eastgate seat will be specified for the whole Park. The proposal is for dark-green frames and wooden slats.

The design also includes the ‘AP’ roundel which has been superseded by the People’s Palace logo. Both the CAAC and HHS showed a preference for the older roundel. This is a discrete detail and it is proposed to use this logo on the new benches

It is hoped that a ‘donate a bench’ scheme will be launched in the 150<sup>th</sup> anniversary year. This will be a variation to the memorial bench scheme and provide quite a legacy across the Park as a whole. A bench in the new style will be donated replace existing benches. Dedication plaques can be installed at the donator’s request.

The list price for the benches is £379 plus VAT and delivery. Installation charges will be additional. As they are replaced, the old benches can be recycled for spare parts.

When existing memorial benches are beyond their working life, the commemorative plaques will be transferred to the replacements.

There are also two wooden memorial seats on the race course. These are in an informal setting under a tree and could be used for any memorial benches requested

for informal areas in future.

## 5. Bollards

Bollards and posts are usually located along paths, roads and around car parks. The design guide specified a suite of styles, but this has been supplemented with various styles in an *ad hoc* fashion over the years.

Two styles are proposed:

- For the Victorian area around the Palace: Manchester matt black
- In the Park areas: square profile wooden posts, with a 'weather-top'.



Manchester bollard

## 6. Litter Bins

The 1980s design guide specified four different litter bin types. As with other items the style is inconsistent across the site. A single style is now suggested, a round, cast iron type. The exceptions to this rule are railway sleepers bins in the conservation area and the mobile wire cage bins.



All bins in working order will be retained until replacement is required. However, the small heritage-style open-topped litter bin was too small for modern use and caused problems with rubbish overflowing. Those in the Park were replaced in 2007 and two that remain on the Terrace are due for replacement.

If an old or vandalised bin is replaced the new bin may be located in a better position nearby, if necessary. The overall number of bins on site is to remain constant at about 75.

Wire cage litter bins are used as a mobile bin. They are relocated throughout the year. For example, they are placed on the south slope in the summer when the area is populated with sun bathers and picnics, but in the winter they are moved to AP Way as this route is heavily used by the visitors to the darts and snooker championships.

The dog waste bins installed in 2005 have become severely corroded and in some cases they have been removed altogether. Since re-classification, dog waste can be deposited in regular waste bins. Where there is a need to retain a dog-waste bin a post mounted green bin has been installed to reduce the visual impact.

The CAAC have expressed the opinion that the separate red bins are removed altogether, but this causes concerns from other Park users because the litter bins are not fully enclosed and the smell can become unpleasant. Luckily at Alexandra Park the bins are emptied on a daily basis, so smells should not become an issue.

### **7. Finger posts**

The 1980s design guide shows a metal Victorian style post, but there is only one extant example. A number of wooden finger posts were installed around the Park in 2006-07. This design is appropriate for the Park and will continue to be maintained.

### **8. Gates, railings and fences**

There are ornate Victorian railings at the entrances from Dukes Avenue, Alexandra Park Road and Muswell Hill. The drawings from the 1980s design guide are shown overleaf. These gates will be maintained.

The guide also specified a 'boom gate' in steel box-section – intended to be blue, brown or green but all are now painted white. These are not of the highest aesthetic value and should be replaced as they reach the end of their life.

Plain steel 'park railings' in are located along The Avenue boundary and will be maintained in black. This style is ideal for the proposed railings along Newland Road as part of the s106 funded project.

Wooden fencing can be found in the Grove, Redstone pond, the conservation and balancing ponds and the pitch & putt course. The Park Manager has been replacing this fencing in a consistent style as the opportunity arises. The fencing around the Islands and Workshop buildings in the Grove has been repaired or replaced in the last three years.



There are also flat-top railings and hoop-top railings around the boating lake and elsewhere. The proposal is to replace these with railings to match the Avenue Boundary if and when they get replaced.

### **8. Park Notice Boards**

There are sixteen Park notice boards on site. The majority of them are wooden structures with a map, a welcome notice and a changeable poster section. The map and welcome notice are now rather dated and will be revised and replaced following the current marketing guidelines. The wooden structures will be retained.



### **9. Supplemental**

For the record, the paint reference numbers for the 1980s colour scheme are:

Cream BS06C33

Brown BS08B29

Blue BS18D433

Report Title: **REPORT OF THE FINANCE AND RESOURCES DIRECTOR**

Report of: **Nigel Watts, Director of Finance & Resources**

**1. Purpose**

1.1 To advise the Board of the provisional financial results for the year ended 31<sup>st</sup> March 2013.

**2. Recommendations**

2.1 The Board is asked to note the provisional financial results for the 12 months ended 31<sup>st</sup> March 2013.

Report Authorised by: **Duncan Wilson, Chief Executive**



Contact Officer: Nigel Watts, Director of Finance & Resources, Alexandra Palace Way, Wood Green, London N22 7AY. Telephone number 0208 365 4310.

**3. Executive Summary**

3.1 The management accounts for the Trust for the year ended 31<sup>st</sup> March 2013 are tabulated against budget at Appendix 1

3.2 The provisional Trust deficit before regeneration costs, and excluding accrued Gift Aid, is £2,428k compared to the budget of £2,602k, an underspend of £174k. Net regeneration expenditure was £556k, £294k lower than the operating budget.

3.3 Gift Aid from the Trading Company is expected to be £1.2m. If this is taken into account, the provisional net deficit for the Trust before Regen is £1,228k compared to budget of £1,600k - £372k better than budget. We are requesting that the underspent be carried forward to fund future regen costs.

3.4 The Trust's capital expenditure budget was originally set at £500k but this was later increased to £682k as a consequence of the additional expenditure required for the HHH event. The provisional result of £504k represents an underspend of £178k against the approved revised budget. The underspend is the result of a delay in the start of the English Heritage funded Colonnade works. The Trust requests that the

underspend be carried forward to allow the completion of that project.

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

4.1 N/A

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

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

**6. Trust Financial Results**

6.1 The management accounts for the year ended 31<sup>st</sup> March 2013 are tabulated against budget at Appendix 1, broken down by the major areas of Trust activity.

**7. Legal and Financial Comments**

7.1 The Council's Head of Legal Services has no comments on this report.

7.2 The London Borough of Haringey Chief Finance Officer notes the provisional figures and confirms that requested carry forward will be included in the June Cabinet report. It is further noted that the Trust plans to bring the final audited accounts to the July Board for ratification.

**8. Equalities Implications**

8.1 There are no perceived equalities implications

**9. Use of Appendices / Tables / Photographs**

9.1 Appendix I – Management accounts for the period ended 31<sup>st</sup> December 2012

## Appendix 1

ALEXANDRA PARK AND PALACE CHARITABLE TRUST						ALEX02
Mangement Accounts for the 12 Months Ended 31 March 2013						2012
						12
		Month			YTD	
	Budget	Actual	Variance	Budget	Actual	Variance
<b>INCOME</b>						
Palace	4,979	4,313	-667	59,750	55,598	-4,152
Licence Fee	15,000	15,000	0	180,000	180,000	0
Park	11,326	23,963	12,637	135,910	143,684	7,774
Other	13	-	-13	150	961	811
<b>Total Before Regen</b>	<b>31,318</b>	<b>43,275</b>	<b>11,958</b>	<b>375,810</b>	<b>380,173</b>	<b>4,363</b>
Regen	-	-	0	40,800	40,760	-40
<b>TOTAL INCOME</b>	<b>31,318</b>	<b>43,275</b>	<b>11,958</b>	<b>416,610</b>	<b>420,933</b>	<b>4,323</b>
<b>EXPENDITURE</b>						
Palace	(154,899)	(134,208)	20,690	(1,801,946)	(1,665,840)	136,106
Ice Rink Depreciation & Interest	(16,718)	(16,718)	0	(200,616)	(201,077)	-460
Park	(44,472)	(44,080)	392	(533,667)	(503,332)	30,335
Learning, Theatre & BBC Studios	-	(294)	-294	-	(604)	-604
Trust Management & administration	(36,896)	(49,157)	-12,261	(441,812)	(437,832)	3,981
<b>Total Before Regen</b>	<b>(252,985)</b>	<b>(244,457)</b>	<b>-8,527</b>	<b>(2,978,042)</b>	<b>(2,808,685)</b>	<b>169,357</b>
Regen	(133,831)	(49,944)	83,887	(890,800)	(596,382)	294,417
<b>TOTAL OVERHEADS</b>	<b>(386,816)</b>	<b>(294,401)</b>	<b>75,360</b>	<b>(3,868,842)</b>	<b>(3,405,067)</b>	<b>463,775</b>
<b>DEFICIT</b>						
Palace costs less licence fee	(134,919)	(114,896)	20,024	(1,562,196)	(1,430,242)	131,954
Ice Rink Depreciation & Interest	(16,718)	(16,718)	0	(200,616)	(201,077)	-460
Park	(33,146)	(20,117)	13,029	(397,757)	(359,648)	38,109
Learning, Theatre & BBC Studios	-	(294)	-294	-	(604)	-604
Trust Management & administration	(36,883)	(49,157)	-12,274	(441,662)	(436,871)	4,792
<b>Total Before Regen &amp; gift aid</b>	<b>(221,667)</b>	<b>(201,182)</b>	<b>20,485</b>	<b>(2,602,232)</b>	<b>(2,428,441)</b>	<b>173,791</b>
Regen	(133,831)	(49,944)	83,887	(850,000)	(555,622)	294,377
<b>TOTAL DEFICIT before gift aid</b>	<b>(355,499)</b>	<b>(251,126)</b>	<b>104,373</b>	<b>(3,452,232)</b>	<b>(2,984,064)</b>	<b>468,168</b>
<b>Capital Expenditure</b>		<b>99,346</b>			<b>504,674</b>	

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