

NOTICE OF MEETING

Joint meeting of the Alexandra Park & Palace Statutory Advisory Committee and the Alexandra Palace and Park Consultative Committee

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

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

Bernie Ryan
Assistant Director – Corporate Governance
and Monitoring Officer
5th Floor, River Park House
225 High Road, Wood Green
London, N22 8HQ

Contact: Natalie Layton, Principal Committee
Co-ordinator
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Fax: 020-8881 5218
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31 March 2015

Dear Member,

The **JOINT INFORMAL MEETING OF THE ALEXANDRA PARK AND PALACE
ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK CONSULTATIVE
COMMITTEE** will take place on **TUESDAY, 14TH APRIL, 2015** commencing at **7.30pm hrs**
in **THE LONDESBOROUGH ROOM, ALEXANDRA PALACE WAY, WOOD GREEN,
LONDON N22 7AY** to consider the business set out in the Agenda detailed below.

Yours sincerely

Natalie Layton
Clerk to the Committee

AGENDA

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. Neill |
| 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 Patterson |
| Bounds Green Ward | : | Councillor C. Bull |
| Fortis Green Ward | : | Councillor Ross |
| Hornsey Ward | : | Councillor Jogee |
| Muswell Hill Ward | : | Councillor M. Blake |
| Noel Park Ward | : | Councillor Marshall |
| Council-wide Member | : | Councillor Griffith |
| Council-wide Member | : | Councillor Wright |

Consultative Committee Nominated Members:

| | |
|---|------------------|
| Alexandra Palace Allotments Association | Ms Bourne-Taylor |
| Alexandra Palace Organ Appeal | Mr H. Macpherson |
| Alexandra Palace Television Group | Mr J. Thompson |
| Alexandra Residents' Association | Ms C. Haytor |
| Alexandra Park and Palace Conservation Area Advisory Committee | Mr C. Marr |
| Bounds Green and District Residents' Association | Mr K. Ranson |
| Friends of Alexandra Park | Mr G. Hutchinson |
| Friends of the Alexandra Palace Theatre | Mr N. Willmott |
| Heartlands High School | Mr D. Cole |
| Hornsey Historical Society | Ms R. Macdonald |
| Muswell Hill and Fortis Green Association | Mr C. Roche |
| Muswell Hill Metro Group | Mr J. Boshier |
| Palace View Residents' Association | Ms V. Paley |
| Vitrine Ltd - The Lakeside Café | Mr A. Yener |
| Warner Estate Residents' Association | Prof. R. Hudson |

Appointed Members:

Councillor Berryman
Councillor B. Blake
Councillor Christophides
Councillor Gallagher
Councillor Hare
Councillor Mann

Also to:

Chief Executive
Trust's Solicitor
Director of Corporate Resources
Head of Legal Services

1. FILMING AT MEETINGS

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on.

By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

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

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

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

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

4. MEMBERSHIP

To note the resignation of Denise Feeney (with effect from 31 March 2015) and the appointment of Chris Roche to the Consultative Committee as representative of the Muswell Hill, Fortis Green Association.

5. MINUTES AND MATTERS ARISING (PAGES 1 - 26)

- i. To approve the minutes of the informal Joint Statutory Advisory and Consultative Committees held on 27 October 2014 and 20 January 2015.
- ii. To note the minutes of the Advisory Committee held on 20 January 2015.
- iii. To note the draft minutes of the meeting of the Alexandra Palace and Park Board held on 10 February 2015.

6. GOVERNANCE (PAGES 27 - 30)

To consider the report on formalising the arrangements for chairmanship of the Joint Advisory and Consultative Committee.

7. REPORT OF THE CHIEF EXECUTIVE (PAGES 31 - 36)

To receive and note the report of the Chief Executive of Alexandra Park and Palace, Mr Duncan Wilson, updating on developments in the last quarter and forthcoming business and events including:

- HLF Project – overall update
- Events Report
- Learning and Community Report
- Sponsorship and Fundraising update
- Recruitment update – Senior Executive Team

8. PARK UPDATE (PAGES 37 - 40)

To receive and note the report of the Alexandra Park Manager, Mark Evison including updates on the Go Ape Project.

9. ANY OTHER BUSINESS OR URGENT BUSINESS

10. DATES OF FUTURE MEETINGS

Tuesday 9 June 2015
Tuesday 20 October 2015
Tuesday 2 February 2016

**MINUTES OF THE JOINT MEETING OF THE ALEXANDRA PARK & PALACE
STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK
CONSULTATIVE COMMITTEE
MONDAY, 27 OCTOBER 2014**

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. Neill |
| 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 | |

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| Fortis Green Ward | : | Councillor Ross |
| Hornsey Ward | : | Councillor Jogee |
| Muswell Hill Ward | : | Councillor M. Blake |
| Noel Park Ward | : | *Councillor Marshall |
| Council-wide Member | : | Councillor Gunes |
| Council-wide Member | : | Councillor Griffith |

Consultative Committee Nominated Members:

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| Alexandra Palace Allotments Association | Ms J. Bourne-Taylor |
| Alexandra Palace Organ Appeal | *Mr H. Macpherson |
| Alexandra Palace Television Group | Mr J. Thompson |
| Alexandra Residents' Association | Ms C. Hayter |
| Alexandra Park and Palace Conservation Area Advisory Committee | *Mr C. Marr |
| Bounds Green and District Residents' Association | Mr K. Ranson |
| Friends of Alexandra Park | *Mr G. Hutchinson |
| Friends of the Alexandra Palace Theatre | Mr N. Willmott |
| Heartlands High School | Mr D. Cole |
| Hornsey Historical Society | Ms R. Macdonald |
| Muswell Hill and Fortis Green Association | *Ms D Feeney |
| Muswell Hill Metro Group | Mr J. Boshier |
| Palace View Residents' Association | Ms V. Paley |
| St Mary's CE Primary School | Mrs F. Hargrove |
| Vitrine Ltd - The Lakeside Café | *Mr A. Yener |
| Warner Estate Residents' Association | Prof. R. Hudson |

Consultative Committee Appointed Members:

Councillor Berryman
Councillor B. Blake
Councillor Christophides
Councillor Gallagher
Councillor Hare
Councillor Mann

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Also attending

Duncan Wilson – Chief Executive, Alexandra Palace
 Kerri Farnsworth – Director of Property and Regeneration, Alexandra Palace
 Andy Theobald – Fielden Clegg Bradley
 Peter Higgins – Design consultant
 Felicity Foley – Clerk, LB Haringey

**MINUTE
NO.**

SUBJECT/DECISION

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|-----------------------|--|
| <p>APSC26.</p> | <p>APOLOGIES FOR ABSENCE</p> <p>As the Chair of the Joint Statutory Advisory Committee and Consultative Committee had given his apologies for the meeting, the clerk sought nominations for Chair of the meeting.</p> <p>Councillor Gallagher nominated Councillor Jogee. Councillor Barbara Blake seconded the nomination.</p> <p>Jacob O’Callaghan nominated David Liebeck. Caroline Hayter seconded the nomination.</p> <p>David Liebeck agreed to Councillor Jogee taking the Chair for the meeting.</p> <p style="text-align: center;"><u>Councillor Jogee in the Chair</u></p> <p>Apologies for absence were received from Jane Hutchinson, Caroline Hayter, Colin Marr, Gordon Hutchinson and Councillors Patterson and Marshall.</p> <p>Caroline Hayter substituted for Jane Hutchinson, and Sarah Holding substituted for Caroline Hayter. Jacob O’Callaghan substituted for Colin Marr.</p> |
| <p>APSC27.</p> | <p>DECLARATIONS OF INTEREST</p> <p>None.</p> |
| <p>APSC28.</p> | <p>URGENT BUSINESS</p> <p>It being a special meeting of the Committee, under Part Four, Section B, Paragraph 17 of the Council’s Constitution, no other business shall be considered at the meeting.</p> |
| <p>APSC29.</p> | <p>CHIEF EXECUTIVE'S REPORT</p> <p>Duncan Wilson introduced the report as set out and handed over to Andy Theobald and Peter Higgins to present the HLF design proposals. The following comments were made in response to the presentation:</p> |

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BBC Studios

- The build up of the story from the entrance to the Studios was a great idea, and the audio visual techniques helped to do this. It was hoped that there would be a good collection of objects to complement the digital storytelling.
- A big concern was that any structural changes in the studios would have to be supported by strong interpretation.
- How would the displays transmit to visitors the difficulties that people were struggling with at the time?
- Would at least one section of the bricked in arches be retained?
- There was a concern that it was difficult to envisage what exactly was proposed, and what would be taken away in order to achieve the final result.
- This was the last chance to 'get the studios right'. This was an opportunity to show the Baird Intermediate Film Techniques in Studio B.
- There were two conflicting aspects to the vision of the project – the fact that Alexandra Palace was a Victorian building, and the fact that Alexandra Palace was crucial to television history. The BBC and the Studios should be the highest priority.
- Stephen Games, a designer, broadcaster, critic and local resident spoke as a member of the public on the proposals. He was critical of various aspects, including the digital representation of the narrative of the early history of television, contrasting it with the experience of actually watching television before the Second World War. He did not like the theatre as a multi-functional space either.

Peter Higgins responded to the comments made. He pointed out that if the Studios were recreated with 'fakes' of the equipment that had been used, it would not be particularly inspiring to visitors. It was more useful for visitors to know how the studios and equipments worked, what chemicals were used, the mechanics of the machinery – rather than creating replicas of the original equipment. Studio A would start the story, and Studio B would show what current technology was, and what could happen in the future. The story of the studios would be described very clearly in an animation.

Duncan Wilson informed the Committee that the former Chair of the Statutory Advisory Committee, Denis Heathcote, had written a letter to the HLF which supported the removal of the bricked up arches/windows. The SAC had also commended the proposals at Stage 1 of the HLF bid.

Theatre / fabric of the building

- Friends of the Theatre were delighted with the plans for the theatre. One question that had been raised was whether it would be necessary for the floor

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to be flattened, as it was a huge part of the character of the space.

- Concerns were raised that this was the last chance for the Committees to consider the application. Duncan Wilson explained that proposals had been discussed in outline at a number of previous committee meetings.

Duncan Wilson explained that the business plan for the theatre indicated that flattening the floor would be necessary in order to give the space a sustainable future, as it would provide for a range of both cultural and commercial uses for the theatre. It would not spoil the look of the theatre – in fact the existing floor boards would be re-laid for the “new” levelled floor.

Duncan Wilson also added that the Chair of the Consultative Committee and the Joint Statutory Advisory Committee and Consultative Committee, Gordon Hutchinson, had sent an email with regards to the design. Although he had not seen the final designs, he had a good idea of what the plans would be, and was impressed at how the heritage had been safeguarded. The designers had been realistic about the modifications, and he was pleased that thought had been given to opening up the East Court. The Friends of Alexandra Park were also in support, and as Chair, he was in full support of the restoration project.

The Chair, Councillor Jogee, put to the Committees that the Planning and Listed Building Consent applications be endorsed to the Board, taking into account the issues raised during the meeting.

Councillor Hare requested that an amendment be made to the resolution to state that advice would be sought from experts with regards to the implications of removing the blocking from arches of the South East colonnade.

It was decided that the joint meeting would adjourn in order for the individual committees to make separate decisions.

Consultative Committee

Rachael Macdonald, Vice-Chair, put to the Consultative Committee that the plans be endorsed with the caveat that consultation be arranged with someone in the industrial archaeological field to find out the implications of the alterations proposed to the blocked-out arches.

Some members raised concerns over any potential costs in delaying the application further.

Members were asked to vote with regard to amending the recommendation to include further consultation: 13 members voted against, and 3 members voted for

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| | <p>the amendment.</p> <p>RESOLVED that the Consultative Committee endorse the planning and Listed Building Consent applications in respect of the Heritage Lottery scheme for the restoration and refurbishment of the East court, BBC television studios and theatre at Alexandra Palace.</p> <p><u>Statutory Advisory Committee</u></p> <p>Following a discussion of the Statutory Advisory Committee it was</p> <p>RESOLVED that</p> <p>This committee endorses the proposal but recommends that the Board seeks advice from an industrial archaeologist or similar expert in relation to the retention of the bricked in windows/arches.</p> |
| APSC30. | DATES OF FUTURE MEETINGS NOTED the dates of future meetings: 20 January 2015 14 April 2015 |

Gordon Hutchinson

Chair

Signed by the Chair

Date

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Also attending

Duncan Wilson – Chief Executive, Alexandra Palace
 Kerri Farnsworth – Director of Property and Regeneration, Alexandra Palace
 Isobel Aptaker – Education Officer, Alexandra Palace
 Natalie Layton - Clerk
 And 2 members of the public

**MINUTE
NO.**

SUBJECT/DECISION

| | |
|-----------------------|---|
| <p>APSC31.</p> | <p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Denise Feeney, Liz Richardson, Jenny Bourne-Taylor, Caroline Hayter, Richard Hudson and Councillor Denise Marshall. An apology for lateness was received from David Liebeck.</p> |
| <p>APSC32.</p> | <p>DECLARATIONS OF INTEREST</p> <p>None received.</p> |
| <p>APSC33.</p> | <p>MINUTES AND MATTERS ARISING</p> <p>a. <u>Informal Joint Statutory Advisory and Consultative Committee (SAC-CC) – 27 October 2014</u></p> <p>Noted that</p> <ul style="list-style-type: none"> i. A significant contribution from a member of the public, Mr Stephen Games, had been omitted from the minutes. ii. The Committee felt that Page 3, bullet no 2 “a big concern was the depth of interpretation” did not accurately reflect the depth of conversation. iii. The minutes would be amended and approved at the next meeting. <p style="text-align: right;">Action: Clerk</p> <p>b. <u>Advisory Committee (SAC) - 27 October 2014</u></p> <p>The minutes of the Statutory Advisory Committee, held on 27 October 2014 were noted.</p> <p>c. <u>Alexandra Park and Palace and Park Board</u></p> <p>The minutes of the Alexandra Park and Palace Board meetings held on 28 October 2014 and 9 December 2014 were noted subject to the amendments below.</p> <ul style="list-style-type: none"> i. The list of attendees be amended to remove Nigel Willmott and David |

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| | <p>Liebeck from the Councillors list.</p> <p>ii. APBO387 be amended to include "...but their advice [the SAC and Joint SAC-CC] was reported to the Board".</p> |
| APSC34. | <p>REPORT OF THE CHIEF EXECUTIVE</p> <p>Received the report of the Chief Executive, Duncan Wilson updating the Committees on the overall position in relation to the Heritage Lottery Fund (HLF) project, the latest position on events at the Palace and in the Park, the learning and community programme report, and progress with sponsorship and fundraising. Areas of the report were introduced by Duncan Wilson and Isobel Aptaker, Education Officer, Alexandra Palace.</p> <p>Noted that</p> <p>a. <u>Heritage Lottery Fund (HLF) Project</u> (paragraph 6)</p> <p>The London Borough of Haringey would be holding a Development Forum on 28 January 2015, 7-9pm, at the Quaker Meeting House on Church Crescent, N10 3NE to discuss the Heritage Lottery Fund project planning application, prior to it being considered by the Planning Committee on 16 February.</p> <p>In response to a question about the timing of the letters of support listed in Appendix 1, it was explained that the letters were of support for the HLF project as a whole, rather than in response to the planning application. The letters had been submitted at the request of the Palace prior to the HLF bid being submitted and prior to the submission of the planning application.</p> <p>b. <u>Exhibition and Learning Programme</u> (paragraph 10)</p> <p>i. 1000 visitors had seen the War on the Homefront Exhibition since its launch in September 2014.</p> <p>ii. 64 people had attended the talk on 17 December about the Belgium Refugees' Christmas at Alexandra Palace.</p> <p>iii. Ms Aptaker expressed thanks to David Cole (Heartland High) and Fran Hargrove Head of St Mary's N8) for their work in promoting the Learning Programme and recognised the good work of the volunteers in delivering the programme.</p> <p>iv. Meetings with more schools were taking place and new bookings were being made. In response to a Committee Member questioning how schools were informed of the learning programme, it was explained that the issue had been taken to headteacher forums; emails and leaflets were sent to schools and meetings with headteachers were attempted where schools were not engaging.</p> |

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| | <p>iv. Committee Members congratulated the Palace on the exceptional growth and professional delivery of the learning programme. The Headteacher of St Mary's Church of England Primary School, Mrs Hargrove added that programmes were well organised and easy for schools to arrange and children got a lot out of the visits. In response to a question Ms Aptaker explained that, whilst Haringey Schools were primarily targeted, schools in neighbouring boroughs were also being approached.</p> <p>c. <u>Volunteering Update</u> (paragraph 14)</p> <p>Further to questioning it was explained that a meeting with a new group of potential Learning Volunteers would take place the following week.</p> <p>d. <u>Sponsorship/ Fundraising Update</u></p> <p>It was reported that the Palace had been successful in a bid for funding towards the HLF project and had been awarded £50,000 from the JP Getty Trust. In response to a question: the Fundraising Manager, Lucy Ward, was working towards submitting further applications for funding.</p> <p>Resolved that the Committee notes the report.</p> |
| <p>APSC35.</p> | <p>REPORT OF THE REGENERATION AND PROPERTY DIRECTOR</p> <p>Received the report of the Regeneration and Property Director, Kerri Farnsworth, updating on areas relating to property and regeneration at Alexandra Palace and Park.</p> <p>Noted that</p> <p>a. <u>Heritage Lottery Funding (HLF) Project</u></p> <p>i. The Planning and Listed Building consent application for the HLF project would be considered by the Planning Committee on 16 February 2015. This was a new date further to the originally proposed date of 9 February (paragraph 6.3).</p> <p>ii. In response to questions from the Committee:</p> <ul style="list-style-type: none"> • Comments on the application were still being submitted on the Haringey Planning Website. • Responses to the application were recorded as supporting or objecting to the application or as being neutral (page 27 of the agenda pack). The Planning Committee's options would be to agree or reject the application. <p>iii. Colin Marr, Alexandra Park and Palace Conservation Area Advisory Committee, highlighted that some aspects of the application were not</p> |

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universally supported, particularly in relation to the opening of the arches. Mr Marr suggested that the application be amended to keep two of the arches blocked in order to retain some external evidence of the 1936 BBC alterations. In response, the Chief Executive, Duncan Wilson, recognised that there were differences in opinions on the project and explained that the proposals had been considered by the SAC/CC previously and there was a good case for unblocking all 15 arches. Furthermore, the planning application could not be amended; it would have to be withdrawn and the process restarted with a new application. Another Member of the Committee emphasised that there had been overwhelming support for the application from both the Advisory and Consultative Committees during the previous meetings.

- iv. The HLF Committee would consider the funding application on 24 March 2015 and a decision would be made subject to the Planning and Listed Building application being granted. A Committee Member questioned how the bid was related to the planning application and it was explained that HLF would not commit to funding a project unless all the required consents had been obtained. Alexandra Palace would then receive a 'permission to start' letter up to two months later.
- v. In response to questioning about fluctuating fuel costs during the project it was explained that the project included the cost of construction inflation, which was regularly updated and taken into account.

b. New Park Vision (paragraphs 7.7 & 7.8)

Colin Marr agreed to make available the relevant section of the APP Conservation Area Character Appraisal, although this may not be in digital form.

Action: Colin Marr

In response to questioning it was noted that the use of an outdoor gym could be considered as part of the vision. Some groups used the Park for commercial fitness sessions and were encouraged to sign-up to a licence.

c. Go Ape

- i. The Committee was informed that construction of the Go Ape course in Battersea Park had started further to Planning Consent being granted.
- ii. The Chair invited questions from Committee Members in relation to the information in section 8 of the report on the Go Ape proposals. In response to a question about timings for construction of Go Ape in Alexandra Park it was stated that, depending on the necessary

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planning permission, the course construction would begin in late spring and would open late in the summer or, if delayed, in Spring 2016.

- iii. A number of Committee Members expressed the view that they did not have a clear idea of the visual impact of the course. The Committee was reminded that illustrations had been provided at the last meeting and the Chair had been delegated to take forward discussions about the visual aspect of the proposal. The CC Chair and some Committee Members had visited the Trent Park Go Ape site.
- iv. In response to concern raised about how the deer enclosure would be affected it was explained that the course would not hang over the deer enclosure, the perimeter of which would be moved slightly to accommodate the proposals. The Deer Herd Manager had been consulted on the plans.

Resolved that the Committee notes the report and the Alexandra Palace and Park Charitable Trust Board's approval of the Go Ape proposal, and endorses the recommendation that Version 2 of the course layout is accepted as the final design and that the existing underused cabin in the deer enclosure is adapted for use as Go Ape's reception cabin.

d. Other Matters

i. Thames Water Fencing

Concerns were raised about a short section of high barbed wire fence that had been erected on the Park border by Thames Water. The Trust's solicitor had written to Thames Water expressing that the Trust should have been given advance warning of the plan to install the fence and appropriate approvals obtained. After some time, a response from solicitors acting on behalf of Thames Water had been received explaining that the fence had been erected to stop trespassers accessing the reservoir from a bird viewing platform in the park. Haringey's Planning Department had been informed as there had been planning breaches as the Park is a Conservation Area. The fence had been moved from the Palace's property onto Thames Water land but the unsightly fence remained and further response from Thames Water was awaited.

ii. Honey Bees

A Member asked whether consideration had been given to installing honey bee hives on the Palace roofs. In response it was noted that the Palace roofs were not safely accessible and that conversations had taken place about the possibility of hives in the Park yard but there were concerns about potential vandalism. The Chair of the

**MINUTES OF THE JOINT MEETING OF THE ALEXANDRA PARK & PALACE
STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK
CONSULTATIVE COMMITTEE
TUESDAY, 20 JANUARY 2015**

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| | <p>Committee advised the Committee that there were sufficient hives in the Alexandra Palace Allotments.</p> <p>iii. <u>Orchard</u></p> <p>In response to an enquiry it was explained that the second orchard was sited on the old railway line in the small field of The Grove.</p> <p>iv. <u>All Weather Football Pitch</u></p> <p>A Member asked whether an all-weather football pitch was a possibility for the Park. The Committee was informed that the Cricket Club had examined the possibility of installing an all-weather pitch which had highlighted a number of challenges including the impact of flood-lights in a conservation area. The Club had been unsuccessful in its bid for funding. There were already three, non-all-weather, football pitches in the Park.</p> <p>v. <u>Planning Applications</u></p> <p>A planning application at 4 Anderton Court near the Alexandra Park Road entrance to the Park was raised and it was confirmed that the Park Manager had submitted a number of concerns and a number of concerns. The Trust had not been informed of this application and of other applications affecting the Park. The Trust had raised this with Haringey's Planning Department who had undertaken to notify the Palace of any relevant live applications in future.</p> <p>Colin Marr agreed to send details of a local sub-station planning application to Kerri Farnsworth.</p> <p style="text-align: right;">Action: Colin Marr</p> <p>vi. <u>Solar Panels</u></p> <p>Further to a Committee Member raising the subject it was reported that consideration had been given to the possibility of solar panels on the Palace but it had not been considered to be the right investment in terms of value for money. Challenges to the installation of solar panels included roof size and strength, the visual intrusion the panels might have on the aspect of the Park, capital investment costs, reduced feed-in tariffs which meant lower revenue gains and fewer companies investing.</p> |
| APSC36. | <p>ANY OTHER BUSINESS OR URGENT BUSINESS</p> <p><u>Constitution of the Joint Advisory and Consultative Committee</u></p> <p>A Committee Member asked that previous confusion over chairing the Joint committee be avoided, and suggested that the Joint Committee's status be recognised by formalising its constitution to include the statutory elements within</p> |

**MINUTES OF THE JOINT MEETING OF THE ALEXANDRA PARK & PALACE
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| | <p>the Statutory Advisory Committee terms of reference. Duncan Wilson reminded the Committee that an Act of Parliament would be required to change the Statutory Advisory Committee's Constitution.</p> <p>Resolved that arrangements be made to include election of a Vice Chair in the terms of reference for the Joint Consultative Committee.</p> |
| APSC37. | DATES OF FUTURE MEETINGS Noted that the next meeting would be held on 14 April 2015. |

The meeting ended at 20:45 hrs

Gordon Hutchinson
Chair

Signed by the Chair

Date

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.
TUESDAY, 20 JANUARY 2015**

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. Neill | : | Muswell Hill and Fortis Green Association |
| Mr K. Stansfield | : | 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 Patterson | : | Alexandra Ward |
| *Councillor C Bull | : | Bounds Green Ward |
| *Councillor Ross | : | Fortis Green Ward |
| Councillor Jogee | : | Hornsey Ward |
| Councillor M. Blake | : | Muswell Hill Ward |
| Councillor Marshall | : | Noel Park Ward |
| Councillor Griffith | : | Council Wide appointment |
| Councillor Wright | : | Council Wide appointment |

Also in attendance:

Mr Duncan Wilson – Chief Executive – Alexandra Palace
Ms Kerri Farnsworth – Director Regeneration and Property – Alexandra Palace
Mrs Natalie Layton – Clerk to the Committee

Public Gallery:

**MINUTE
NO.**

SUBJECT/DECISION

| | |
|----------------|---|
| APSC01. | APOLOGIES FOR ABSENCE An apology for absence was received from Liz Richardson and an apology for lateness was received from Jane Hutchinson. |
| APSC02. | DECLARATIONS OF INTEREST None received. |
| APSC03. | MINUTES AND MATTERS ARISING a. <u>Informal Joint Statutory Advisory and Consultative Committee (SAC-CC) – 27 October 2014</u> Noted that i. A significant contribution from a member of the public, Professor |

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.
TUESDAY, 20 JANUARY 2015**

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| | <p>Stephen Games, had been omitted from the minutes.</p> <p>ii. The Committee felt that Page 3, bullet no 2 “a big concern was the depth of interpretation” did not accurately reflect the depth of conversation.</p> <p>Resolved that the minutes would be amended and approved at the next meeting.</p> <p style="text-align: right;">Action: Clerk</p> <p>b. <u>Advisory Committee (SAC) - 27 October 2014</u></p> <p>The minutes of the Statutory Advisory Committee, held on 27 October 2014 were noted.</p> <p>c. <u>Alexandra Park and Palace and Park Board</u></p> <p>The minutes of the Alexandra Park and Palace Board meetings held on 28 October 2014 and 9 December 2014 were noted subject to the amendments below.</p> <p>i. The list of attendees be amended to remove Nigel Willmott and David Liebeck from the Councillors list.</p> <p>ii. APBO387 be amended to include “...but their advice [the SAC and Joint SAC-CC] was reported to the Board”.</p> |
| <p>APSC04.</p> | <p>REPORT OF THE CHIEF EXECUTIVE</p> <p>The Committee noted the discussion held during the Joint Advisory and Consultative Committees meeting.</p> <p>Resolved to note the report.</p> |
| <p>APSC05.</p> | <p>REPORT OF THE REGENERATION AND PROPERTY DIRECTOR</p> <p>The Committee noted the discussion held during the Joint Advisory and Consultative Committees meeting.</p> <p>Resolved to</p> <p>(i) note the report and the Alexandra Palace and Park Charitable Trust Board approval of the Go Ape proposal, and;</p> <p>(ii) endorse the recommendation that Version 2 of the course layout is accepted as the final design and that the existing underused cabin in the deer enclosure is adapted for use as Go Ape’s reception cabin.</p> |
| <p>APSC06.</p> | <p>ANY OTHER BUSINESS</p> <p>None received.</p> |

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.
TUESDAY, 20 JANUARY 2015**

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| APSC07. | DATES OF FUTURE MEETINGS Noted the date of the next meeting: 14 April 2015. |
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The meeting ended at 20:45 hrs

David Liebeck

Chair

Signed by the Chair

Date

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**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 10 FEBRUARY 2015**

Councillors Christophides (Chair), Berryman, B.Blake, Gallagher, Hare, Mann
(Vice-Chair)

Non-Voting Gordon Hutchinson, Colin Marr and Nigel Willmott
Representatives:

Advisory Non-Voting Representatives: Robert Kidby

Also present:

Duncan Wilson – Chief Executive, Alexandra Palace

Dorota Dominiczak – Director of Finance, Alexandra Palace

Lucy Fenner – Head of Client Sales, Alexandra Palace

Melissa Tettey – Head of Learning and Community Programmes, Alexandra Palace

Neville Murton – Head of Finance, LB Haringey

Bhikhu Samat – Principal Lawyer, LB Haringey

Natalie Layton – Clerk, LB Haringey

**MINUTE
NO.**

SUBJECT/DECISION

| | |
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| APBO01. | APOLOGIES FOR ABSENCE None received. Dorota Dominiczak, newly appointed Director of Finance, Alexandra Palace, was welcomed to the meeting. |
| APBO02. | URGENT BUSINESS None received. |
| APBO03. | DECLARATIONS OF INTERESTS None received. |
| APBO04. | QUESTIONS, DEPUTATIONS OR PETITIONS None received. |
| APBO05. | MINUTES i. <u>Alexandra Palace and Park Board</u> The minutes of the meetings held on 28 October 2014 and 9 December 2014 were agreed as accurate records of the proceedings and would be signed by the Chair. ii. <u>Alexandra Park and Palace Statutory Advisory Committee</u> The minutes of the Statutory Advisory Committee meetings held on 27 October 2014 and 20 January 2015 were noted. |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 10 FEBRUARY 2015**

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| | <p>iii. <u>Informal Joint Alexandra Palace and Park Consultative Committee and Alexandra Park and Palace Advisory Committee</u></p> <p>The minutes of the Joint Consultative and Advisory Committee meetings held on 27 October 2014 and 20 January 2015 were noted.</p> <p>The following amendments to the minutes of the meeting held on 20 January 2015 were agreed:</p> <p>Page 21 – Attendance – An asterisk to be added to indicate that Gordon Hutchinson had not been present.</p> <p>Page 26 – Minute APSC – Any Other Business or Urgent Business – to be amended to read: “The Chair of the Committee advised...”</p> <p style="text-align: right;">Action: Clerk</p> |
| <p>APBO06.</p> | <p>FORTHCOMING EVENTS</p> <p>Received the report of the Commercial and Development Director, Lucy Fenner, as laid out on pages 29-33 of the agenda pack.</p> <p>Ms Fenner highlighted that</p> <ol style="list-style-type: none"> i. Alexandra Palace Trading Limited (APTL) had made a gross profit of £500,000 from concerts to the end of November and catering revenue had exceeded £1,000,000. ii. In December £581,000 total net profit had been achieved against a £500,000 target. iii. February 2015 had been a quiet month. iv. Plans to increase sales for the forthcoming year included: hosting an extra beer festival and a number of outdoor food festivals, increasing capacity at the darts event, attracting new clients, maximising work with concert promoters and maximising ticket sales for the ice-rink. <p>In response to questions it was noted that:</p> <ol style="list-style-type: none"> v. Alexandra Palace had been put forward to host the Land Rover event by an agency and the Board recognised that it had been a popular family event. In response to comments that the advert, recorded during the event, should be publicised it was noted that the advert was available on the Palace’s Facebook page and YouTube Channel. vi. Last February the Palace had hosted the Girl Guide bi-annual event, which would return next year and some concerts had already been secured for February 2016. vii. The Palace targeted who it was felt would reach the appropriate level of ticket sales for our venues. <p>Resolved that the contents of the report be noted.</p> |
| <p>APBO07.</p> | <p>LEARNING AND COMMUNITY REPORT</p> <p>Received the report of the Head of Learning and Community Projects, Melissa Tetley, as laid out on pages 35-39 of the agenda pack. Ms Tetley added that a joint skills workshop was being developed in partnership with Tottenham</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 10 FEBRUARY 2015**

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| | <p>Hostpurs Football Club focusing on skills in heritage and construction.</p> <p>Noted in response to questions and discussions that</p> <ol style="list-style-type: none"> i. The trial of an additional centenary project called Children of the Great War funded by Age Exchange and Heritage lottery Fund (HLF) had taken place on the previous Saturday and would be launched in March. ii. The War on the Home Front project will run until September 2015, after September some of the objects donated from private collectors would be returned but film and graphics from the exhibition would be incorporated in to the Palace's learning and community programmes. The Palace is not currently in the position to replace War on the Home Front with a new exhibition. iii. War on the Home Front had been well received with 1500 visitors engaging with the Palace's story, this had prompted visitors to enquire about the Palace's use during Second World War and the team would be looking to research the subject further in due course. <p>Resolved that recent progress with the Trust's learning and community programmes be noted.</p> |
| <p>APBO08.</p> | <p>REGENERATION AND PROPERTY REPORT</p> <p>Received the Property and Regeneration update report, on pages 41-53 of the agenda pack, introduced by Duncan Wilson, Chief Executive, Alexandra Palace.</p> <p>Noted that:</p> <ol style="list-style-type: none"> i. Paragraph 9.1 – Staffing - Mr Wilson explained that an interim Director of Property and Regeneration would be appointed to continue work on the Heritage Lottery Fund (HLF) project. A permanent candidate would be sought when final approval of the project had been confirmed by HLF. ii. The HLF Committee had visited the Palace and Park on 5 February and was expected to make a decision on 24 March. iii. The HLF project planning application would be considered by the London Borough of Haringey's Planning Committee on 16 February. iv. Paragraph 6.11 – Project Programme - It was hoped that the new facility would open in 2018. v. Subject to details about access to the archives being agreed the BBC had expressed support for the project. vi. Paragraphs 7.6 & 7.9 – Energy Efficiency – the following work was expected to reduce energy costs and alleviate risks associated with events: <ul style="list-style-type: none"> • Replacement of two out of four boilers; • Replacement of lighting system in the Great Hall; • Gas main replacement as perished seals were causing gas leaks. This work would consume half of the annual capital budget and would limit how much work listed in the Fabric Maintenance Plan (FMP) could be done. vii. It was hoped that some replacement brickwork on the terrace retaining wall would also take place in the next few months. <p>In response to questions and discussions it was noted that:</p> <ol style="list-style-type: none"> viii. The facilities contract was being terminated at the end of 2015 in accordance with the contract. A contracts administrator had been |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 10 FEBRUARY 2015**

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| | <p>employed to help re-let a number of smaller supply and service contracts which should provide better value for money and generate long term savings.</p> <p>ix. Further to a Board Member's concerns it was confirmed that Little Dinosaurs (Campsbourne) had committed to reopening once the organisation's new management structure was confirmed.</p> <p>x. A small budget was available to start work on the new park vision (paragraph 8.9) and ideas for outdoor activities and zoning of wildlife habitats in the Park were being drawn up. In response to further questioning it was explained that a masterplan had been drawn up for the Palace and it was considered to be good practice to have the same for the Park.</p> <p>xi. In response to concerns it was explained that the Park was protected by the Alexandra Park and Palace Act and the new vision would not propose to close off any additional space within the Park, however, consultation would take place about how space could be better used.</p> <p>Resolved to note the updates on Regeneration, Facilities Maintenance, Property, Fabric Repair and Park related matters.</p> |
| <p>APBO09.</p> | <p>ALEXANDRA PALACE AND PARK CHARITABLE TRUST FINANCIAL RESULTS</p> <p>Received the Charitable Trust Financial Results report for the period ended 30 November 2014, on pages 55-58 of the agenda pack, introduced by Duncan Wilson, Chief Executive, Alexandra Palace, including:</p> <p>i. The Trust was on target to end the year with a lower deficit than projected and Gift Aid contribution from APTL was expected to be in line with projections.</p> <p>ii. The figures in the report were slightly out of date and December had been a better month. Overall the Trust was in a good position.</p> <p>iii. In response to a question it was clarified that the Land Rover event had been included in the events income figures. Where possible some income from events would be put towards increasing capital investment in the Park.</p> <p>Resolved that the performance of the Trust for the eight months ended November 2014 be noted.</p> |
| <p>APBO10.</p> | <p>2015/16 ALEXANDRA PALACE AND PARK CHARITABLE TRUST BUDGET FOR APPROVAL</p> <p>Received the Charitable Trust Budget for the 12 months ending 31st March 2016, pages 59-63 of the agenda pack, introduced by Duncan Wilson, Chief Executive, Alexandra Palace.</p> <p>Noted that</p> <p>i. The overall Haringey deficit funding was £2.15 million in 2014-15 and would reduce to £1.9 million in 2015-16.</p> <p>ii. The Trust would operate a balanced budget and profits from trading in 2015-16 were expected to increase by 5%, higher than the projected long term 2% annual profit increase trend in the Trust's 10 year plan.</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 10 FEBRUARY 2015**

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| | <p>iii. One staffing redundancy had been made and it was acknowledged that further reductions could risk the delivery of the overall HLF masterplan.</p> <p>iv. Any underspend would be carried forward to the next year.</p> <p>v. In response to questioning about how additional income would be achieved it was explained that new initiatives would be put in place including: The Trading Company (APTL) hosting its own (more profitable) events; sales staff being proactive in maximising extra spend by current concert clients; more revenue from Bar and Kitchen sales; and increasing upsales for exhibitions.</p> <p>vi. Creating additional fire exits in the West Hall would enable increased capacity at the darts event. Moving the event to the Great Hall had been proposed but promoters had felt that this would dilute the atmosphere at the event.</p> <p>vii. The success of the beer festival during the fireworks event would be followed up with an Easter beer festival. In response to questioning it was confirmed that the fireworks event had been organised in-house for reasons of practicality and the success of the event had justified the closure of most of the park for just over 24 hours for preparation and take-down.</p> <p>viii. Further to questioning on the regeneration costs it was clarified that the budget included a proportion of Trust staff salaries and a contingency fund to enable extra costs such as surveying which were not included in the HLF project plan. HLF funding would only be permitted to be spent on areas within the agreed project plan.</p> <p>Resolved that the Trust's budget for 2015/16 be approved.</p> |
| <p>APBO11.</p> | <p>LONDON BOROUGH OF HARINGEY DEBT CLARIFICATION</p> <p>Received the report proposing wording to clarify the terms of the debt from the Charitable Trust to Haringey Council, pages 65-66 of the agenda pack, introduced by Duncan Wilson, Chief Executive, Alexandra Palace.</p> <p>Board members discussed the issue at length and the following was noted:</p> <p>i. It was necessary to clarify the terms of the debt for the purpose of encouraging future investors in Alexandra Palace and also to satisfy the concerns of the Heritage Lottery Fund (HLF) Committee. The debt would be removed from the Trust's balance sheet and would make investment more attractive to potential partners.</p> <p>ii. Board members raised concerns that the wording would mean that the Trust accepted the debt permanently and urged the Trust to push for the debt to be written-off. Mr Wilson agreed that writing-off the debt was the preferred option and maintained that the proposed wording would not reduce the potential for the debt to be written-off in the future but would protect the Trust from the debt being unilaterally recovered.</p> <p>iii. Mr Wilson would draft a letter to the Council stating that the Board still expected the debt to be written-off and this letter would be public. The letter would emphasise the commercial objectives of APTL (Alexandra Palace Trading Ltd).</p> <p style="text-align: right;">Action: Chief Executive</p> <p>iv. Robert Kidby, Advisory Board Member, expressed agreement with the wording and advised the Board that it would be illogical to invite market investment when the Council's books stated it owed such a large sum. Mr</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 10 FEBRUARY 2015**

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| | <p>Kidby also highlighted the risk of the Council attempting to recover the fund if the wording was not agreed. He said it was important to include in the definition of “obligations” contractual as well as statutory obligations</p> <p>v. The Council remained the freeholder of and had a statutory duty towards Alexandra Palace and Park.</p> <p>vi. If approved the agreement would be put in place by end March 2014 and may require annual agreement.</p> <p>Resolved that</p> <p>i. The wording set out below be approved as the basis for further discussion and agreement with the Council, including the word “arbiter” being replaced with “arbitrator”:</p> <p>The Trustees of the APPCT (“the Charity”) acknowledge that as at 31st March 2014 the total amount advanced by the London Borough of Haringey (“Haringey”) and its predecessors to the Charity and not repaid by the charity was stated in the Trust’s accounts at £48.747m on a conservative basis.</p> <p>Haringey and the Charity have agreed that this amount will not be repayable in whole or in part by the Charity unless and until full financial provision has been made for the statutory and contractual obligations of the Charity for the foreseeable future. Any assessment of these obligations must be to the satisfaction of both the Charity and Haringey, both parties acting reasonably, before any such repayment is initiated. Should the parties be unable to reach an agreement, the issue to be settled by an independent arbitrator, answerable to both the Council and the Trust.</p> <p>ii. The Chief Executive write a letter to the Council stating that the Board still expected the debt to be written-off in the future and highlighting the commercial objectives of Alexandra Palace and Park Trading Ltd.</p> |
| <p>APBO12.</p> | <p>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</p> <p><u>Replacement Chief Executive</u></p> <p>The Board regrettably noted the resignation of Mr Wilson and congratulated him on his new forthcoming role as Chief Executive of Historic England. Mr Wilson expressed that he was fully committed to Alexandra Palace and Park until his departure on 5 May and would ensure a succession plan was in place prior to this.</p> <p>Further to discussion and questions it was noted that:</p> <p>i. An agency would assist in the selection of potential candidates for the role.</p> <p>ii. An interim Chief Executive was likely to be put in place due to the four to six month recruitment process. The Trust would look first at the possibility of an existing member of staff being qualified to act up to the position.</p> <p>iii. Mr Wilson’s departure should not affect the chances of the project succeeding with HLF as long as there was a clear strategy for appointing a replacement Chief Executive.</p> |

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 10 FEBRUARY 2015**

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| | iv. Haringey Council and the Board of Trustees and Non-Executive Board Members were likely to be part of the recruitment process but the contract of employment would be between the Chief Executive and Haringey Council. All other Alexandra Palace staff were recruited by either the Trust or the Trading Company. |
| APBO13. | FUTURE MEETINGS The next meeting will be held on 28 April 2015. |
| APBO14. | EXCLUSION OF THE PUBLIC AND PRESS RESOLVED to exclude the press and public for the meeting for items 15-20 , as they were likely to 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 any individual and Paragraph 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information). |
| APBO15. | RISK REGISTER Resolved to note the report. |
| APBO16. | ALEXANDRA PALACE TRADING COMPANY (APTL) RESULTS TO DATE Resolved to note the accounts for APTL for the eight months ended 30 November 2014. |
| APBO17. | PROPOSED APPCT INDEMNITIES TO APTL Resolved to approve the recommendations in the report. |
| APBO18. | GO APE PROPOSAL IN PARK LEASE AGREEMENT Resolved to note the report and approve the recommendation. |
| APBO19. | NON-EXECUTIVE DIRECTOR TO APTL Resolved to agree the recommendation in the report. |
| APBO20. | EXEMPT MINUTES The minutes of the Board meetings held on 28 October 2014 and 9 December 2014 be agreed as a correct record of the proceedings and signed by the Chair. |
| APBO21. | ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT None received. |

The meeting ended at 21:15hrs
COUNCILLOR JOANNA CHRISTOPHIDES
Chair

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

**on 14th April
2015**

Report Title: **Governance – Joint Committee**

Report of: **Chief Executive**

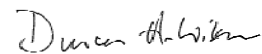
1. Purpose:

1.1 To seek views of Joint Committee on formalising Chairmanship arrangements

2. Recommendations:

2.1 That the arrangement whereby the Chair of the Consultative Committee assumes the chairmanship of the Joint Committee is formalised

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



Contact Officer: **Duncan Wilson, Alexandra Palace & Park, Alexandra Palace
Way, Wood Green, N22 7AY Tel No: 020 8365 4335**

3. Executive Summary

3.1. The procedure for appointing a Chair of the Joint Committee has never been formalised. By custom and practice it is assumed by the Chair of the Consultative Committee. This preserves the separate position of the Statutory Advisory Committee whilst promoting better coordinated advice to the main Board.

3.2 The attached note from Colin Marr suggests (inter alia) that this arrangement be formalised to avoid possible confusion. In practice this would mean that Chairs for both the SAC and the CC should be appointed at the start of the Joint Meeting on each occasion. If the regular Chair was not present then a deputy or stand-in should be appointed. The Chair of the Joint Meeting would then be the Chair of the CC for the evening, ex officio.

3.3 Colin's other recommendation is that a written constitution for the Joint Committee be further considered. I will give this further attention before my departure and see how far I can get, at least in considering the major points for discussion at a future meeting.

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

4.1 N/A

5. Local Government (Access to Information) Act 1985

5.1 N/A

6. Legal Implications

6.1 The Council's Assistant Director Corporate Governance has been consulted in the preparation of this report and has no comments.

7. Financial Implication

7.1 The Council's Chief Financial Officer has been consulted in the preparation of this report and has no further comments to make.

8. Appendix

8.1 Letter from Colin Marr to Chief Executive

The Joint SAC-CC – the need to look at its constitution

I wasn't at the last Joint SAC-CC meeting, but I see from the minutes there was some confusion about chairmanship. Having been closely involved in developing the working arrangements for the Joint committee I think it is time to clarify some aspects – hence this message. Also, it is timely to look at this now because of new members, some of whom will probably not know how these things evolved.

The joint committee idea grew out of the APP governance review in 2010. Hitherto, the SAC and the CC met separately although mostly with the same agenda, with residents groups having different representatives on each committee, and with the CC under the chairmanship of the Chair of the Board. It was widely agreed this was cumbersome, inefficient and a waste of resources. The idea of bringing the SAC and the CC together in a single joint committee was to meet a number of needs:

- The statutory role and status of the SAC should be retained

- The expanded attendance would give SAC members the benefit of discussions involving members of the Board, who would not otherwise be present
- The voice of stakeholders (residents groups and others) could be more readily presented to and considered by the Board
- With an independent (non-councillor) chairman the joint committee would have more credibility as a quasi-independent committee of the council.

The idea of the joint committee was welcomed and supported by the then chair of the Board (Matt Cooke) and the general manager (Andrew Gill), and after a trial period early in 2011 the joint working arrangements were adopted. Although often clunky in operation, it has worked reasonably well and certainly better than the previous arrangements with two separate committees.

From the outset it was intended that the joint committee's status should be recognised by formalising its constitution to include the statutory elements that are bound up in the SAC. Although it was recognised that this would not be a simple matter and might require legislation, or at least an Order. In reality, this has not been progressed. Both the SAC and the CC still have their separate constitutions. Only in the case of the CC has this been amended to allow for an independent (non-councillor) chairman.

As yet there has been no attempt to draw up a separate constitution for the joint committee and its working procedures have simply developed with experience. It is overdue that some resources are devoted to produce such a draft constitution.

With regard to chairmanship, the practice that was first adopted was for the joint committee chair to be taken by the chair of the CC, with the chair of the SAC as deputy. In this way the balance of interests between the hitherto separate committees was maintained, as was its quasi independence. I think it would be appropriate now to incorporate this practice into the evolving modus operandi of the joint committee. A simple extension to this would be that in the absence of both the nominated chair and deputy chair, the position should be taken by the deputy CC or deputy SAC chairs.

In summary, please can we:

- Look again at the need to formulate a constitution for the joint committee and what might be needed to way of legislation

- Agree on the approach to chairmanship and deputy chair as outlined above
- Clarify all of this for the benefit of new members who may not be aware of how things have evolved.

Colin Marr 19 January 2015

Alexandra
Palace the
people's palace.

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

on 14th April 2015

Report Title: **Chief Executive's report , APPCT**

Report of: Duncan Wilson, Chief Executive, Alexandra Park and Palace

1. Purpose

1.1 To update the SAC and CC on developments in the last quarter and forthcoming business and events in the next three months

2. Recommendations

2.1 That the Committees note the contents of this report and advise the main Board where appropriate.

Report Authorised by: **Duncan Wilson, Chief Executive Alexandra Palace and Park**



Contact Officer: **Duncan Wilson, Alexandra Palace Way, Wood Green N22 7AY Tel
No. 020 8365 4335**

3. Executive Summary

3.1 The Committees are asked to note

- *the success of the Trust's HLF grant application;
- * the summer events programme;
- * a very full programme of learning and community activities; and
- * the recruitment of an Interim Director of Regeneration

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 HLF Overall Update

- 6.1 SAC and CC members will be aware that the HLF confirmed their grant of £18.8m towards the Trust's £26.7m project on 25 March 2015, and will I am sure wish to join me in congratulating the project team on a remarkable effort. The aim is now to procure the Enabling Works package by the end of the summer, and to start the main contract at the beginning of 2016 for completion by the beginning of 2018.
- 6.2 This is written at the time of going to press with the report. A more detailed update will be given at the meeting on 14th April.

7 Background – Events

- 7.1 A schedule of confirmed public events for the second quarter of 2015 is shown below. We have a number of live music events coming up including Ben Howard, Axwell and Ingrossa and the Prodigy. Public notices went out 3 weeks ago informing stakeholders that the last two of these events will involve a late night finish.
- 7.2 The organiser of the Mind, Body and Soul exhibition, Prime Impact, are holding a free yoga event on the upper field on 21st June between 10:00-17:00. Springfest our ticketed beer festival with music and food in the Great Hall takes place in April will be Alexandra Palace's first in-house event of the summer. It is designed to complement the beer festival hosted alongside the fireworks last November and is strictly over 18s only.
- 7.3 We are in the process of contracting Luna cinema to screen two nights of films on the south slope across Saturday 1st and Sunday 2nd August. It is anticipated that these films will be The Goonies and Top Gun and will be shown between 17:00 – 22:30. This will be a ticketed event with access only granted on production of a valid ticket.
- Luna Cinema is the country's largest producer of open air cinema events and they have previously held screenings at Hampton Court Palace and Kew Gardens. The model has been designed to have minimal impact on the venue and will be fully de-rigged on the night of the final film. There will be little disturbance to regular park users, and the sound will be directed away from surrounding properties.

| Event | Public Event | Date |
|-----------------------------------|-----------------------------|-------------------|
| Springfest - German Bier Festival | Palace Event | 3rd April |
| The Netherlands National Circus | Park Event | 2nd - 12th April |
| History Tours | Public Event | 11th - 12th April |
| Big Stamp and Scrapbooking Show | Exhibition | 11th - 12th April |
| Ben Howard | Live Music | 16th - 18th April |
| Drive in Film Club | Park Event (in car park) | 20th - 28th April |
| Funfair | Public Event | 2nd - 4th May |

| | | |
|---------------------------------|---------------|---------------------|
| Antiques | Exhibition | 3rd May |
| The Prodigy | Live Music | 15th - 16th May |
| Phex + | Exhibition | 20th-21st May |
| The Great British Tattoo Show | Exhibition | 23rd to 24th May |
| Axwell and Ingrossa | Live Music | 6th June |
| Haringey Boxing Cup | Live Sport | 19th - 21st May |
| Foodies Festival | Park Event | 3rd - 5th July |
| Redbull Soapbox Race | Outdoor Event | 12th July |
| Antiques | Exhibition | 13th September |
| Big Stamp and Scrapbooking Show | Exhibition | 19th-20th September |

8. Learning and Community Report

8.1 War on the Home Front (Exhibition and Learning Programme)

The War on the Home Front exhibition is open to the public every Thursday morning (10:00 – 13:00), Friday afternoon (14:00 – 17:00) and the first Saturday of the month (10-13:00) and manned by a dedicated team of Volunteer Exhibition Assistants. To date the exhibition has welcomed over 1,940 people and the Learning and Community Team are working closely with the Marketing Team to maintain this interest with a varied programme of supporting activities.

To promote the exhibition to visitors already onsite there is now a pop-up banner for the Ice Rink and the Bar & Kitchen in addition to a poster outside the Transmitter Hall directing people inside. The new marketing material has had a positive impact on the number of walk-in visitors to the exhibition and we hope this trend will continue as the weather continues to improve.

Within the exhibition there is now additional reference material available, these include a newspaper, a programme of events and an introductory board providing a welcome and contextual timeline. The dwell time of visitors to the exhibition has increased to over 45 minutes with a number of requests to purchase the additional reference material available. The team are currently looking into making the reference material available online via our website.

Maggie Butt's talk "Ally Pally Prison Camp", the second talk in our First World War series, was held on the 6th February and was attended by 30 people. The date for the next talk by Ian Castle about the use of Zeppelins in the First World War has now been confirmed as Wednesday, 20th May, information will be added to the website 4 – 6 weeks in advance of the event and an e-shot will be sent to people on the History mailing list (approx 20,000) to promote the event.

8.2 Middlesex Locative App

Having produced a short film for the exhibition our project partners Middlesex University are now working on a locative media app for the Park. The app will be available for download from the App store and visitors will be encouraged to do this before visiting the Park. The app uses GPS (Global Positioning System) and the content is triggered by movement, as visitors walk around the Park they will hear personal accounts of the internees who were imprisoned at the Palace between 1915 & 1919. The app is now in the final stages of development with feedback and comments from the Palace's teams about content and the overall visitor experience being incorporated. It is hoped that the app will be ready to launch in April/May in line with the spring programme of activities for the exhibition.

8.3 Core Learning Programme

Within this financial year (March 14 – March 15) the Learning team has welcomed over 1,280 pupils to the Palace. This is three times the amount of pupils compared with the previous financial year. A number of schools are now booking multiple sessions for different year groups and we are continually developing new resources and activities in response to feedback from teachers for pupils to take part in onsite. The visits are primarily from the boroughs 62 primary schools however we will be looking at promoting the workshops in the boroughs neighbouring Haringey from the start of the academic year (September 2015.)

Initially the three workshops were targeted to key stage 2 pupils (7 – 11) linking in with the history and geography curriculum. In discussion with teachers the Learning Team has now started taking bookings for Key stage 1 (5 – 7) including a visit for 90 five year olds from Coldfall School on the 24th March.

To increase the numbers of pupils visiting the Palace, the Learning Officer has made appointments with Head Teachers to discuss the current learning workshops. These meetings have resulted in a number of new bookings and an increased awareness of the learning programme. In addition the Learning Team is hosting an afternoon tea event for key stage 1 & 2 teachers on the 24th March to update them about the workshops and forthcoming plans.

8.4 History Tours 11th and 12th April 2015

To accommodate the demand for History Tours, Alexandra Palace will be opening its doors for one hour guided tours on Saturday 11th and Sunday 12th April. Tickets went on sale to people on the current Tours waiting list on Thursday 12th March and at the time of writing this report (17th March) over 300 tickets have been sold. Working with the catering team visitors to the Palace are now offered tea, coffee and cake as part of their ticket. A verbal update on the tours will be provided at the meeting.

8.5 Trading Company cross-over

The Learning Team ran a stall at "Excursions" (Saturday 25th January) to promote the lifelong learning opportunities available to groups at the Palace. Interest from lifelong learners remains high with over 200 visiting the stall on Saturday and 4 bookings in response to promotional material available at Excursions. A new bespoke package has been developed in partnership with the catering team for visitors to finish their tour with meal from a set menu in the Bar and Kitchen.

8.6 Volunteering Update

Data gained during the Activity Plan consultation indicates the general public would like to see more volunteer opportunities available in conservation, archiving, events and marketing. 318 people expressed an interest in seeing marketing volunteer roles at the Palace, and the team are currently working with the marketing department to recruit a volunteer to support the Trust in raising awareness, and promoting for the current learning and community programme.

Three new volunteers from the Borough of Haringey have joined the Palace as exhibition volunteers. They will be supporting the existing volunteer team manage the increase in visitor numbers and programme of activities that run alongside the exhibition.

APPCT have recently undertaken a UK wide volunteer benchmarking exercise, and in the following categories of Travel Expenses, Subsistence, and Benefits we scored highly in line with large scale organisation such as national museums, heritage and trust bodies. The benchmarking exercise highlighted one area of development, the need to provide a more regular programme of specialised training, study and development to ensure our volunteers have the opportunity to continually develop their skills and interest. The Activity Plan has reflected the training needs of our volunteers, but in the interim the team will be looking to undertake a Training Needs Analysis (TNA) to identify if we can arrange in-house training to support our volunteers.

June 1st-7th marks National Volunteer Week and as a thank you to our volunteers APPCT is planning a volunteer event to reward and recognise the contribution volunteers make in supporting the Trust.

8.7 Community Update

APPCT is exploring the possibilities of a more collaborative approach to fundraising for community projects by partnering with community organisations to combine the strengths and skills of each organisation.

Research is currently underway to explore the ways community groups may choose to use the Transmitter Hall post September 2015 when the War on the Home Front Exhibition ends. There has been interest from arts organisations to hold a bespoke one-off drawing class using the Palace's history and changing landscape for inspiration.

9. Sponsorship and Fundraising Update

9.1 A fundraising target of £1 million has been agreed with the HLF for the Regeneration Project and is to be raised by the end of 2016. A permanent Fundraising Manager has been in post since November 2014 to progress both the long term strategy and meeting the HLF target. Initially the focus has been on trusts and foundations with a £50,000 grant received from the J Paul Getty Jr Charitable Trust and a decision due from another foundation in the near future.

9.2 Planning is now underway to launch a public fundraising campaign later in the year. Fundraising activities, ways to donate and the marketing and communications plan for this will be finalised by the end of May 2015 and details will be communicated in due course.

10. Recruitment Process – Executive Team

- 10.1 I am pleased to announce that we have appointed Tot Brill as Interim Director of Regeneration who will fill the vacancy left by Kerri Farnsworth's departure in February. She should be in post at the end of March. Tot comes from Kensington and Chelsea's Exhibition Road project, and has plenty of relevant HLF, local authority and heritage experience. She will attend the SAC/CC to introduce herself at the earliest opportunity.
- 10.2 The plan is to make an interim appointment to fill the CE role too, on the basis that will minimise any gap whilst the long term needs of the Trust and Trading Company are considered following the HLF decision. I hope to be able to provide more information about this at the meeting on 14th April.

11. Legal Implications

- 11.1 The Council's Assistant Director, Corporate Governance has been consulted in the preparation of this report and has no comments.

12. Financial Implications

- 12.1 The Council's Chief Financial Officer has been consulted on the contents of the report and has no additional comments to make.

13. Use of Appendices

- 13.1 There are none.

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

on 14th April 2015

Report Title: **Park Update**

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

1. Purpose

1.1 That the Joint Committee

- Note the progress on the Go Ape project
- Note the progress on the Park Vision exercise
- Note the outcome of discussions with Thames Water in relation to the boundary fencing

2. Recommendations

2.1 That the committee notes the contents of the report.

Report Authorised by: **Duncan Wilson, Chief Executive, Alexandra Palace & Park**



Contact Officer: **Mark Evison, Alexandra Palace & Park,
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3. Executive Summary

3.1 A planning application for the Go Ape project is imminent. Initial discussions about the Park Vision have taken place and a session with the Advisory and Consultative Committee is next. Thames Water have agreed to install bird watching platforms to replace the existing rotten ones, but they have not agreed to remove their new section of boundary fence.

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

4.1 N/A

5. Local Government (Access to Information) Act 1985

5.1 N/A

6. Background - Go Ape high ropes course

6.1 Members will recall that changes were made to the course layout following comments from the Advisory and Consultative Committees. Representatives from Go Ape recently met with Haringey Council for pre-application advice and no major issues were raised. The Council's Nature Conservation Officer requested that an ecological survey of the site be carried out prior to submission of the planning application. An initial ecological survey and five-year follow-up were already obligations in the draft Lease. This request brings that requirement forward, it is likely the survey will be undertaken in March, with a report to follow soon after.

6.2 A planning application will be submitted once the survey and report are complete. Due to the uncertainties of the planning process no firm arrangements have been made for the timing of the construction phase. Details will of course be reported at a future meeting.

6.3 Park Vision Update

Further to previous reports, landscape architects *Exterior Architecture* have produced a discussion document in relation to the physical landscape and features of the Park. The physical landscape is one of four themes which will be discussed as this project progresses.

The other themes are:

- Park Tenants
- Outdoor Events & Commercial Activities
- Policies and Byelaws.

The Park Manager held initial discussions on these topics with the Grounds Maintenance Team, the Committee of the Friends of Alexandra Park and Alexandra Palace Staff.

The next step is a discussion with the members of the Advisory and Consultative Committees, current plans are for session in mid-May.

The output from these sessions will be a series of targets and actions which can be presented to the Board as the framework of a new Strategy and Vision for managing the Park.

6.4 This aim is to provide a long term framework against which individual projects and proposals can be assessed and progressed.

6.5 Thames Water – reservoir fencing

Members will recall that Thames Water (TW) installed a large, unsightly fence on the Park boundary. After much effort TW have now opened a dialogue and the Park Manager met with TW representatives in March. TW are concerned by trespassers accessing the reservoir from the Park and the new fence was installed in response to several incidents of trespass and vandalism. Thames Water would not agree to remove the new fence at that meeting, but they have admitted responsibility for

removing an internal Park fence and in addition they have agreed to replace two of the bird-watching platforms at their own cost.

The Park Manager will continue to press for the fence to be removed and, now the Park Manager has made contact with the site managers, it is hoped similar issues will be avoided in future.

7. Legal Implications

7.1 The Council's Assistant Director Corporate Governance has been consulted in the preparation of this report and has no comments.

8. Financial Implication

8.1 The Council's Chief Financial Officer has been consulted in the preparation of this report and has no financial concerns to raise.

9. Appendices

9.1 There are none.

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