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

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(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  
5<sup>th</sup> Floor, River Park House  
225 High Road, Wood Green  
London, N22 8HQ

Contact: Natalie Layton  
Principal Committee Co-ordinator  
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1 June 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, 9TH JUNE, 2015 commencing ON THE RISE  
OF THE CONSULTATIVE COMMITTEE 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. 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	Mr C. Roche
Muswell Hill Metro Group	Mr J. Boshier
Palace View Residents' Association	Ms V. Paley
St Mary's CE Primary School	Ms F. Hargrove
Vitrine Ltd - The Lakeside Café	Mr A. Yener
Warner Estate Residents' Association	Prof. R. Hudson

### **Appointed Members:**

Councillor Berryman  
Councillor Christophides  
Councillor Gallagher  
Councillor McShane  
Councillor Stennett  
Councillor Hare

**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. ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2015/16**

The Clerk will invite nominations. Any nomination must be seconded by another member of the Joint Committee. If more than one nomination is received, then a vote will be taken.

**3. ELECTION OF VICE-CHAIR FOR THE MUNICIPAL YEAR 2015/16**

The Chair will invite nominations. Any nomination must be seconded by another member of the Consultative Committee. If more than one nomination is received, then a vote will be taken.

**4. APOLOGIES FOR ABSENCE**

## **5. 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.

## **6. MINUTES AND MATTERS ARISING (PAGES 1 - 22)**

- i. To approve the minutes of the informal Joint Statutory Advisory and Consultative Committees held on 14 April 2015.
- ii. To note the minutes of the Advisory Committee held on 14 April 2015.
- iii. To note the draft minutes of the meeting of the Alexandra Palace and Park Board held on 28 April 2015.

## **7. UPDATE REPORT OF THE INTERIM CHIEF EXECUTIVE (PAGES 23 - 26)**

To note the report of the Chief Executive, Alexandra Palace, Emma Dagnes, updating on plans to revisit the Vision and Values and to make recommendations regarding the feedback from the Trust's lawyers on the formal constitution of the Joint Advisory and Consultative Committee.

## **8. REGENERATION REPORT (PAGES 27 - 30)**

To note the report of the Interim Regeneration Director, Tot Brill, updating on regeneration, the Heritage Lottery Fund (HLF) project and fundraising.

## **9. COMMERCIAL DIRECTOR'S REPORT (PAGES 31 - 44)**

To receive the report of the Acting Commercial Director, Lucy Fenner, Alexandra Palace, seeking views on recent APTL events and activity.

**10. LEARNING AND COMMUNITY REPORT (PAGES 45 - 50)**

To note the update report from the Head of Learning and Community Programmes, Melissa Tetley.

**11. PARK UPDATE REPORT (PAGES 51 - 54)**

To note the report of the Park Manager, Mark Evison updating on Park activities.

**12. NON-VOTING BOARD MEMBERS FEEDBACK**

**13. ANY OTHER BUSINESS OR URGENT BUSINESS**

**14. DATES OF FUTURE MEETINGS**

Tuesday 20 October 2015

Tuesday 2 February 2016

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

**TUESDAY, 14 APRIL 2015**

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	

**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 J. Bourne-Taylor
Alexandra Palace Organ Appeal	*Mr H. Macpherson
Alexandra Palace Television Group	Mr J. Thompson
Alexandra Residents' Association	*Ms C. Hayter (sent substitute)
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
St Mary's Church of England School	*Ms F. Hargrove
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

**Consultative Committee Appointed Members:**

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

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STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK  
CONSULTATIVE COMMITTEE  
TUESDAY, 14 APRIL 2015**

**Also attending**

Duncan Wilson – Chief Executive, Alexandra Palace  
Emma Dagnes – Interim Chief Executive, Alexandra Palace  
Isobel Aptaker – Learning Officer, Alexandra Palace  
Natalie Layton - Clerk  
And 1 member of the public

**MINUTE  
NO.**

**SUBJECT/DECISION**

<p><b>APSC01.</b></p>	<p><b>FILMING AT MEETINGS</b></p> <p>NOTED.</p>
<p><b>APSC02.</b></p>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>NOTED apologies for absence from Councillor Claire Bull, Frances Hargrove, Caroline Hayter, Councillor Adam Jogee, Councillor Denise Marshall, Councillor James Patterson, Kevin Stanfield and Nigel Willmott.</p>
<p><b>APSC03.</b></p>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>NONE.</p>
<p><b>APSC04.</b></p>	<p><b>MEMBERSHIP</b></p> <p>NOTED 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 and Fortis Green Association.</p> <p>The Joint Committee welcomed:</p> <ul style="list-style-type: none"> <li>• Chris Roche to his first Joint SAC and CC meeting;</li> <li>• David Cole, representative of Heartlands High School who attended the previous meeting for the first time; and</li> <li>• Sarah Holding, as substitute for Caroline Hayter, Alexandra Residents' Association.</li> </ul>
<p><b>APSC05.</b></p>	<p><b>MINUTES AND MATTERS ARISING</b></p> <p>a. <u>Joint Statutory Advisory and Consultative Committees</u></p> <p>The minutes of the informal Joint Statutory Advisory and Consultative Committees held on 27 October 2014 and 20 January 2015 were approved subject to the following amendments:</p> <ul style="list-style-type: none"> <li>• Page 7 – 20 January 2015 – removal of asterisk by Gordon Hutchinson's name;</li> <li>• Page 13 – 20 January 2015 – sentence at APSC35(d).(ii.) to read "The Chair <b>of the Alexandra Park Allotments</b> advised...";</li> <li>• Page 13 – 20 January 2015 – removal of duplicated wording.</li> </ul>



**MINUTES OF THE JOINT MEETING OF THE ALEXANDRA PARK & PALACE  
STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK  
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TUESDAY, 14 APRIL 2015**

	<p>b. <u>Advisory Committee</u></p> <p>NOTED the minutes of the Advisory Committee held on 20 January 2015 and that Councillor Ross was in attendance; the asterisk would be removed from beside his name on the attendance list (page 15).</p> <p>c. <u>Alexandra Palace and Park Board</u></p> <p>NOTED the minutes of the Alexandra Palace and Park Board held on 10 February 2015.</p>
<b>APSC06.</b>	<p><b>GOVERNANCE</b></p> <p>RECEIVED the report on the Governance of the Joint Statutory Advisory and Consultative Committees, introduced by Duncan Wilson (Chief Executive, Alexandra Palace) and Colin Marr (Alexandra Palace Conservation Advisory Committee) (pages 27-30 of the agenda pack).</p> <p>NOTED, further to discussion, that:</p> <ul style="list-style-type: none"> <li>• the general consensus was that the long term aim was to have an arrangement whereby there was a single formal committee incorporating the statutory powers of the Statutory Advisory Committee (SAC) and the membership of both the SAC and the Consultative Committee (CC);</li> <li>• it was acknowledged that achieving a single formal committee to include the statutory elements of the SAC would require a change to the Alexandra Park and Palace Act 1985 at expense to the Palace. While it was recognised that the costs of pursuing a change of the Act was difficult to justify solely to change the Committee make-up and Terms of Reference, it was suggested that it might be possible to progress if the Trust required an amendment to the Act for other reasons;</li> <li>• it was recognised that the Consultative Committee membership had a wider remit than the SAC, which was focused on the impact of developments and events on the Parks' neighbours;</li> <li>• the Committees were reminded that the terms of reference of the Consultative Committee were set out in the London Borough of Haringey's Constitution. The Committee requested that a separate proposal for formal constitution of the Joint SAC&amp;CC (without the need for SAC legislation changes) be presented in the future. This should include suggested amendments to the membership of the Consultative Committee to reduce duplication of organisations appointed to both the SAC and CC;</li> <li>• with reference to paragraph 3.2 of the report – it was agreed that it was not necessary to have a practice of appointing Chairs for both the SAC and CC at the start of the joint meeting on each occasion. The Chairs and Vice Chairs of both the SAC and CC should be formally appointed by the Joint SAC&amp;CC at the beginning of each municipal year. The Chair of the Joint Committee would in each case be the Chair of the Consultative Committee or in his/her absence the Chair of the SAC. Otherwise the task would fall to the appointed Vice Chair of the Consultative Committee, or in his/her absence, the Vice Chair of the SAC;</li> </ul>

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	<ul style="list-style-type: none"> <li>• the Chairs and Vice Chairs would be encouraged to arrange substitutes if they anticipated being absent from a meeting.</li> </ul> <p>AGREED that</p> <p>a. proposals for a formal constitution for the Joint Statutory Advisory Committee &amp; Consultative Committee be presented at a future meeting; <b>Action: Clerk</b></p> <p>b. a procedure for the appointment of chairs and vice-chairs of the Joint Advisory and Consultative Committee for the municipal year be implemented at the next meeting. <b>Action: Clerk</b></p>
<p><b>APSC07.</b></p>	<p><b>REPORT OF THE CHIEF EXECUTIVE</b></p> <p>RECEIVED the report on developments in the last quarter and forthcoming business and events in the next three months, introduced by Duncan Wilson (Chief Executive, Alexandra Palace) (pages 31-36 of the agenda pack).</p> <p><u>Heritage Lottery Fund</u></p> <p>NOTED that</p> <ul style="list-style-type: none"> <li>• in relation to paragraph 6.2 – Heritage Lottery Fund (HLF) update:             <ul style="list-style-type: none"> <li>○ the next stages would be to procure the main works package in two parts. The Enabling Works would include: asbestos removal from the Television Studios, assessment of repairs required to the Theatre ceiling and paintwork conservation trials;</li> <li>○ The Main Works package (beginning at the start of 2016) would be conducted in all areas at the same time with the challenge of the ice-rink remaining open and possible closure of the east court entrance for some time;</li> <li>○ The main contract was expected to be completed between the end of 2017 and Easter 2018;</li> </ul> </li> <li>• in response to questioning: the HLF funding would be released in tranches and would be tightly controlled against invoices for purchases approved in the project plan;</li> <li>• the Committee congratulated Duncan Wilson on the success of the HLF bid and acknowledged the good work of the team at Alexandra Palace.</li> </ul> <p><u>Events List</u></p> <p>NOTED further to discussion:</p> <ul style="list-style-type: none"> <li>• concerns raised about the outdoor cinema event scheduled for Saturday 1<sup>st</sup> and Sunday 2<sup>nd</sup> August 2015 as the south slope was a popular area and would be fenced-off to other park users. In response Mr Wilson explained that the event would use part of the south slope and had to be fenced-off due to it being a ticketed event. Assurances were given that disruption to Park users</li> </ul>

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would be minimised as far as practicable.

Emma Dagnes agreed that the Friends of Alexandra Park would be consulted about the arrangements;

**Action: Emma Dagnes**

- the Palace did not have the resources to hold a large number of in-house events such as the April Bier Festival but numbers of events were improving each year. An event would be held on 25 July 2015 to celebrate 25 years of the ice-rink being open.

Learning and Community

Isobel Aptaker, Learning Officer, Alexandra Palace gave an update on the Learning and Community Report including:

- the War on the Home Front exhibition had reached 2,500 visitors and the new target was to achieve a total of 3,000 visitors by the end of the exhibition in September 2015;
- Alexandra Palace had been successful in an application to the Mayors Music Fund to host a concert on 19<sup>th</sup> September 2015 by the Haringey Youth Orchestra with support from members of the BBC Concert Orchestra. Capacity for the event would be 499 including the orchestra's 90 musicians and a project brief would be established including sound tests for whether the stage could be used;
- Park learning material was being developed and further work was being done with Heartlands High School to pilot for Year's 8 & 9 (12 – 14 year olds).

Sponsorship and Fundraising

REPORTED that a number of different fundraising approaches would be used to reach the £1m fundraising target, including a public campaign. Further information would be reported to the Joint Committee in due course.

**Action: Interim Chief Executive**

Interim Chief Executive of Alexandra Palace

REPORTED that Duncan Wilson's final day will be 1<sup>st</sup> May 2015 and Emma Dagnes (previously Commercial and Development Director, Alexandra Palace) had been appointed as Interim Chief Executive, Alexandra Palace, while a recruitment campaign for a permanent candidate took place.

In response to questions it was explained that the recruitment of a new Chief Executive would be a collective decision between the Board and the Council, although the contract of employment would be between Haringey Council and the candidate.

Board Membership for the new municipal year

Further to enquiries it was explained that the Members of the Alexandra Palace and Park Charitable Trust Board would be appointed by the Labour Group at its Annual General Meeting (AGM). The Chair and Vice Chair would be elected and

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	<p>the remaining membership would be decided based on expressions of interest by the new members.</p> <p>Councillor Mann was currently Haringey's Deputy Mayor and was likely to be elected as 2015/2016 Mayor, and would therefore be unable to sit on the Board.</p> <p>NOTED that members of the Joint Committee expressed concern about the loss of continuity with Duncan Wilson leaving and new members joining the Board.</p> <p>AGREED to note</p> <ol style="list-style-type: none"> <li>a. the success of the Trust's Heritage Lottery Fund grant application;</li> <li>b. the summer events programme;</li> <li>c. a very full programme of learning and community activities;</li> <li>d. the recruitment of Tot Brill as Interim Director of Regeneration; and</li> <li>e. the appointment of Emma Dagnes as Interim Chief Executive, Alexandra Palace.</li> </ol>
APSC08.	<p><b>PARK UPDATE</b></p> <p>RECEIVED the Park Update report introduced by Duncan Wilson (Chief Executive, Alexandra Palace) (pages 37-39 of the agenda pack).</p> <p>Various aspects relating to the Park were discussed.</p> <p>NOTED that</p> <ul style="list-style-type: none"> <li>• an ecological survey had been conducted as part of the anticipated Go Ape planning application and would be available for viewing as part of the next planning application. In response to concerns highlighted about the scale of the Go Ape course, the Joint Committee was reminded that concerns could be registered as part of the planning process, but that the details would be those previously endorsed by the Committees;</li> <li>• the graffiti wall was discussed at length particularly concerns about the chemicals (from the aerosols used by the graffiti artists) carried in the air to the nearby children's playground and skate park. Duncan Wilson stated that he had not previously been notified of this but the issue would be investigated and appropriate action would be taken. Mr Wilson emphasised the difficulties in putting restrictions on the use of the graffiti wall but suggested future consideration be given to the possible future relocation of the playground; <b>Action: Interim Chief Executive</b></li> <li>• Committee members acknowledged the spectacular art produced on the wall and supported the concept of the graffiti wall, recognising that many of the graffiti artists were responsible and wore protective masks themselves and were likely to consider others;</li> <li>• Mark Evison, Park Manager, would be consulting with individuals and groups</li> </ul>

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	<p>on the development of the Park Vision before a draft was presented to the Joint Committee. The Joint Committee would also be given the opportunity to consider the final version.</p> <p style="text-align: right;"><b>Action: Mark Evison</b></p> <p>AGREED to note the Park Update.</p>
<b>APSC09.</b>	<p><b>ANY OTHER BUSINESS OR URGENT BUSINESS</b></p> <p><u>Thanks to Duncan Wilson</u></p> <p>The Joint Committee expressed gratitude to Duncan Wilson for his role in securing the future of Alexandra Palace and Park. Mr Wilson recognised that the progress was made as a result of a team effort by the Trust and Trading Company's staff and the particular support from some members of the Joint Committee. He expressed confidence that the good work would continue in his absence.</p>
<b>APSC10.</b>	<p><b>DATES OF FUTURE MEETINGS</b></p> <p>NOTED the following dates:</p> <p>Tuesday 9 June 2015 Tuesday 20 October 2015 Tuesday 2 February 2016</p>

The meeting ended at 20:50hrs

Gordon Hutchinson  
Chair

Signed by the Chair .....

Date .....

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**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
TUESDAY, 14 APRIL 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:

Duncan Wilson – Chief Executive, Alexandra Palace  
Emma Dagnes – Interim Chief Executive, Alexandra Palace  
Isobel Aptaker – Education Officer, Alexandra Palace  
Natalie Layton - Clerk

**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APSC01.</b>	<b>FILMING AT MEETINGS</b>  NOTED.
<b>APSC02.</b>	<b>APOLOGIES FOR ABSENCE</b>  NOTED apologies for absence from Councillor Clare Bull, Councillor Adam Jogee, Councillor Denise Marshall, Councillor James Patterson and Kevin Stanfield.
<b>APSC03.</b>	<b>DECLARATIONS OF INTEREST</b>  None.
<b>APSC04.</b>	<b>MINUTES AND MATTERS ARISING</b>  The minutes of the Advisory Committee held on 20 January 2015 were approved subject to the removal of the asterisk from beside Councillor Ross' name on the attendance list.

**MINUTES OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE.  
TUESDAY, 14 APRIL 2015**

<p><b>APSC05.</b></p>	<p><b>GOVERNANCE</b></p> <p>RECEIVED the report on the Governance of the Joint Statutory Advisory and Consultative Committees (pages 27-30 of the agenda Joint Advisory and Consultative Committee (Joint SAC&amp;CC) agenda pack).</p> <p>NOTED</p> <ul style="list-style-type: none"> <li>• the discussion held during the Joint SAC&amp; CC and the difficulties in amending the Alexandra Park and Palace Act 1985;</li> <li>• the long-term aim of a formal single joint committee incorporating the statutory functions of the Advisory Committee and the membership of both the Advisory and Consultative Committees, which would not be pursued at present;</li> <li>• Duncan Wilson commented that the role of the SAC should include advising the Board more generally and not simply to consider developments negatively affecting the Palace's neighbours;</li> <li>• From the Chair, David Liebeck responded that the SAC's remit included certain specific responsibilities, and in particular how the Board's actions might impact on the local community, but that it had been very much in favour of, and supported, the CEO and the Board's proposals for the regeneration of the Palace;</li> <li>• it was acknowledged that the Joint SAC&amp;CC provided a forum for Senior Officers and stakeholders to engage with one another.</li> </ul> <p><b>RESOLVED that</b></p> <p><b>a. Haringey's Democratic Services Manager be invited to attend a future meeting to present proposals for a formal constitution for the Joint Statutory Advisory Committee &amp; Consultative Committee;</b> <b>Action: Clerk</b></p> <p><b>b. a procedure for the appointment of chairs and vice-chairs of the Joint Advisory and Consultative Committee for the municipal year be implemented at the next meeting.</b> <b>Action: Clerk</b></p>
<p><b>APSC06.</b></p>	<p><b>REPORT OF THE CHIEF EXECUTIVE</b></p> <p>NOTED the report on developments in the last quarter and forthcoming business and events in the next three months (pages 31-36 of the Joint SAC&amp;CC agenda pack).</p> <p>The Advisory Committee congratulated Duncan Wilson and the team at Alexandra Palace on the successful outcome of the Heritage Lottery Fund application.</p> <p><b>RESOLVED to note</b></p> <ul style="list-style-type: none"> <li><b>a. the success of the Trust's Heritage Lottery Fund grant application;</b></li> <li><b>b. the summer events programme;</b></li> <li><b>c. a very full programme of learning and community activities;</b></li> </ul>



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	<p>d. the recruitment of Tot Brill as Interim Director of Regeneration; and</p> <p>e. the appointment of Emma Dagnes as Interim Chief Executive, Alexandra Palace.</p>
<b>APSC07.</b>	<p><b>PARK UPDATE</b></p> <p>NOTED the Park Update report (pages 37-39 of the Joint SAC&amp;CC agenda pack) and that the Go Ape planning application would not be brought back to the Committee unless there were changes to the proposals.</p> <p><b>RESOLVED to note the report.</b></p>
<b>APSC08.</b>	<p><b>ANY OTHER BUSINESS</b></p> <p>NONE.</p>
<b>APSC09.</b>	<p><b>DATES OF FUTURE MEETINGS</b></p> <p>NOTED the following dates:</p> <p>Tuesday 9 June 2015 Tuesday 20 October 2015 Tuesday 2 February 2016</p>

The meeting ended at 21:20 hrs

David Liebeck  
Chair

Signed by the Chair .....

Date .....

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**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 28 APRIL 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: Richard Hooper

Also present:

Duncan Wilson – Chief Executive, Alexandra Palace  
Emma Dagnes – Interim Chief Executive, Alexandra Palace  
Tot Brill – Interim Director of Regeneration, Alexandra Palace  
Dorota Dominiczak – Director of Finance, Alexandra Palace  
Lucy Fenner – Acting Commercial Director, Alexandra Palace  
Melissa Tetley – Head of Learning and Community Programmes, Alexandra Palace  
Kevin Bartle –Assistant Director of Finance, LB Haringey  
Natalie Layton – Clerk, LB Haringey

And 1 member of the public

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>
APBO01.	<p><b>FILMING AT MEETINGS</b></p> <p>Noted.</p>
APBO02.	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>An apology for absence was received from Robert Kidby and an apology for lateness was received from Councillor Berryman.</p> <p>Nigel Willmott gave apologies for leaving the meeting early.</p>
APBO03.	<p><b>URGENT BUSINESS</b></p> <p>None</p>
APBO04.	<p><b>DECLARATIONS OF INTERESTS</b></p> <p>None.</p>
APBO05.	<p><b>QUESTIONS, DEPUTATIONS OR PETITIONS</b></p> <p>None.</p>
APBO06.	<p><b>MINUTES</b></p> <p>a. <u>Alexandra Palace and Park Board</u></p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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	<p>The unrestricted minutes of the Alexandra Palace and Park Board held on 10 February 2015 were confirmed as an accurate record of the proceedings and signed by the Chair.</p> <p>b. <u>Alexandra Park and Palace Statutory Advisory Committee</u></p> <p>The minutes of the Alexandra Park and Palace Advisory Committee held on 20 January 2015 and 14 April 2015 (draft tabled) were noted.</p> <p>c. <u>Joint Alexandra Palace and Park Consultative and Advisory Committee</u></p> <p>The minutes of the informal Joint Alexandra Palace and Park Consultative Committee, and Alexandra Park and Palace Advisory Committee held on 20 January 2015 and 14 April 2015 (draft tabled) were noted.</p>
<p><b>APBO07.</b></p>	<p><b>COMMERCIAL DIRECTOR'S REPORT</b></p> <p>Received the report of the Acting Commercial Director, Lucy Fenner, as set out in pages 21 – 27 of the agenda pack.</p> <p>NOTED that</p> <p>a. further to positive feedback from the promoter a case study had been written about the Ben Howard live music event held on 16-18 April;</p> <p>b. the Secret Cinema, not mentioned in the report, would host a live music event on the May Day Bank Holiday Monday. Ticket holders will make their way to the Park (the secret location) using a set of published geographical coordinates;</p> <p>c. The Prodigy live music concert will finish at 3am on Friday 15 May and at 11pm on Saturday 16 May. In response to questions about how the 3am closure would be managed Ms Fenner explained that there would be large numbers of security staff in place for the event and people attending had been sent messages reminding them to plan their journeys home. APTL (Alexandra Palace Trading Ltd) had arranged additional shuttle buses to transport concert leavers to Finsbury Park and Wood Green tube stations and was working with a local taxi firm to ensure taxis would be available;</p> <p>d. in addition to the information in paragraph 7.5, the Ally Pally Summer Festival would include: an ice hockey match; gala dance; water slide on the south slope. A future water slide fundraising activity would also be organised by the charity Cancer Research;</p> <p>e. the Drive-in Cinema dates, throughout April–July, had not been published initially;</p> <p>f. in response to questioning it was reported that a comparison exercise had been conducted and had concluded that the Hog Roast was the most popular during exhibition events although sales varied at the different catering outlets depending on the event;</p> <p>g. fewer external live events could be expected during summer months due to outdoor festivals taking priority around the country.</p> <p><b>RESOLVED to note the contents of the report.</b></p>

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<p><b>APBO08.</b></p>	<p><b>FUNDRAISING REPORT</b></p> <p>RECEIVED the Fundraising Report, introduced by Duncan Wilson, Chief Executive, Alexandra Palace as laid out on pages 29-30.</p> <p>NOTED</p> <ol style="list-style-type: none"> <li>a. the fundraising target of £1,094,000 to support the Heritage Lottery Fund (HLF) project and that Trusts and Foundations were expected to be the main source of funding. The Board would receive regular updates on pipeline applications for funding, including a decision at the end of May on an application currently in progress;</li> <li>b. the 'buy a brick' scheme in paragraph 7.3 had, since publication of the report, been further considered as impractical for various reasons and alternative opportunities for donations would be investigated (including possibilities for donors to name rooms in the Television Tower) and reported to the Board including crowdfunding proposals for later in the campaign;</li> <li>c. in response to concerns raised about potential sponsors being deterred by the idea that they could be funding a local government scheme: Mr Wilson emphasised that the fundraising campaign was aligned to APPCT (Alexandra Palace and Park Charitable Trust) and was not a local government project.</li> </ol> <p><b>RESOLVED to note the report.</b></p>
<p><b>APBO09.</b></p>	<p><b>PARK UPDATE</b></p> <p>RECEIVED the Park Update report (pages 31-34) introduced by Mr Wilson.</p> <ol style="list-style-type: none"> <li>a. <u>Park Vision</u></li> </ol> <p>NOTED that the vision would provide a basis for future funding applications. Mr Hutchinson, Friends of Alexandra Park, expressed that the Friends had been involved in initial discussions and welcomed a longer term vision for the Park. The proposed vision would be presented to stakeholders and subsequently presented to the Board in the autumn.</p> <p>The Board discussed how the Park's unique landscape was negatively affected by surrounding development and recognised that it was difficult to protect the views. It was reported that the Alexandra Palace Conservation Area Character Appraisal was a useful document utilised by the Trust in considering applications for local development and that Mr Wilson and the Assistant Director of LB Haringey's Planning Service had discussed working together in relation to the Wood Green Area Assessment (emerging planning document as part of Haringey's Local Plan) which took the views from the Park into account. Mr Hutchinson reported that, in responding to planning applications, the Friends of Alexandra Park, asked that proposals be reduced in height to avoid destroying the views, which would reduce the value of the Park to visitors.</p> <p>Board Members discussed the Farmers Market becoming a permanent</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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event and it was reported that consideration was being given to improving the long term offer. The Board noted that there were barriers to relocating the Farmers Market for example, nearer to the Palace building.

*Clerk's note: Cllr Berryman arrived at the meeting during consideration of the above item (20:05 hrs).*

b. Grounds Maintenance Contract

REPORTED that the terms of the grounds maintenance contract would expire at the end of April 2016 and, due to the Council's Contract Procedure Rules, could not be extended beyond this period. It was confirmed that any costs associated with tendering for and establishing a new contract would be covered, possibly by reducing the level of service in the contract.

c. Go Ape Course

REPORTED that the Go Ape operator would submit a planning application for the course and once approved would sign the lease. It was likely that the two-day information exercise in the Park would be held mid-May, rather than April as indicated in the report (page 33, paragraph 6.3).

**RESOLVED that**

- a. **the requirement to tender the Grounds Maintenance Contract be noted; and**
- b. **the progress on the Go Ape scheme and the satisfactory Charities Act report on the rental figures be noted.**

**APBO10. LEARNING AND COMMUNITY REPORT**

RECEIVED the report of the Head of Learning and Community Programmes, Melissa Tetley.

NOTED that

- a. there had been 2,700 visitors to the War on the Home Front Exhibition exceeding the figures predicted to the HLF (Heritage Lottery Fund) of 2500 visitors for the year. The team had set themselves a target of attracting of over 3000 visitors by September 2015;
- b. a Board Member highlighted that crockery produced in the 1980's bearing the old Alexandra Palace logo had been on sale to visitors of the War on the Home Front Exhibition. It was explained that the Palace would keep a representative sample of the crockery, which was stored in surplus amounts in the Palace basement and funds from sales went towards the costs of the tours;
- b. Alexandra Palace Learning and Community social media networks had been launched;
- c. a tea party bringing together families affected by migration would take place in September;

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	<p>d. creative ways of delivering community and learning programmes would be considered during regeneration enabling works, when use of the Transmitter Hall would be limited, including providing the programmes in schools or in the Park.</p> <p><b>RESOLVED to note the recent progress with the Trust's learning and community programmes.</b></p>
<p><b>APBO11.</b></p>	<p><b>HERITAGE LOTTERY FUND UPDATE</b></p> <p>RECEIVED the report of the Interim Regeneration Director, Alexandra Park and Palace, Tot Brill, entitled Reclaiming the People's Palace – Significant Dates, Aims, Procurement and Governance.</p> <p>a. <u>Procurement</u> (Paragraph 9)</p> <p>REPORTED that the Council had entered into a North London-wide Framework Contract for construction work procurement. Board Members were asked to consider using this Framework for the regeneration works contract procurement. The Framework, advertised through the OJEU (Official Journal of the European Union) pathway - the same procurement process which would have been used for the HLF project, would present enough contractors with relevant heritage experience and would speed up the process of procurement.</p> <p>NOTED that</p> <ol style="list-style-type: none"> <li>i. the North London Framework was effective from May 2015-2019. Structured into three categories of contractors, it was a cost and time effective way of procuring from a good selection of contractors. It was likely that the same as contractors in the Framework would tender through any independent HLF procurement process;</li> <li>ii. concerns were raised about the abilities of the contractors on the Council's Framework to deliver the regeneration project. In response, the Board was assured that the Trust would consider the group of contractors with experience of working on projects with a value of more than £5m and with a record of delivering heritage projects;</li> <li>iii. the Board raised further concerns about risks through the use of sub contractors. It was highlighted that all contractors would be required to employ sub contractors (whether through the Council's Framework or an independent framework) due to the specialist work required within the project. Once appointed the successful contractor would be responsible for their sub contractors, health and safety aspects and any risks;</li> <li>iv. the project contract would remain the same; in two phases and the Trust would maintain control of the budget, with the two stage contract providing greater cost certainty in the second and more significant stage;</li> <li>v. Board Members were assured that the project would be closely monitored to ensure targets and project design were followed, and, that the HLF Chief Executive had agreed the use of the Framework in principle (formal approval was expected to be given at a meeting with HLF the following day);</li> <li>vi. The Board would have an opportunity to scrutinise the award of contract at its meeting in November.</li> </ol>

MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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b. Project Aims (Paragraph 10)

NOTED the concerns expressed by a Board Member that “delivering in budget and on time” (paragraph 10.4) was not included in the six main aims describing the primary objectives for the project. Ms Brill agreed that delivery of the project on time and within budget were priorities of the project but the purpose of the six primary objectives was to provide the reasons for undertaking the project (and to be used as final goals at the end of the project) and would not be used as a benchmark for monitoring the progress of the project. The Project Execution Plan set out in detail how progress would be measured and was a technical document to support project management.

AGREED that wording in Primary Aims bullet 1 should be amended as officers saw fit to sound more positive.

**Action: Tot Brill**

In relation to Primary Aims bullet 6 it was explained that the contract would include commitment to employ some local people and include some apprenticeships.

c. Governance

REPORTED that the Board was the decision maker for the regeneration project and it was proposed that two Board Members (in addition to the Chair) join the Programme Board to act as a link between the project operators and the Board.

The Board welcomed the opportunity to be involved in this way but concerns were expressed about the availability of the two Programme Board members for monthly meetings. It was AGREED that two Board Members would sit on the Programme Board and that 2 members would act as alternate members should the 2 main members not be available to attend the monthly meetings. An alternate member would also be available if the Chair was unable to attend a meeting. The Council’s Calendar of Meetings would be consulted when scheduling Programme Board meetings to avoid clashes.

NOTED that the word ‘red’ in paragraph 8.2 should read ‘green’.

*Clerk’s note: Nigel Willmott left the meeting during consideration of the above (20:50 hrs)*

**RESOLVED that**

- a. **Alexandra Park and Palace Charitable Trust utilise the North London Procurement Framework and contract form as set out in paragraph 9.5 of the report;**
- b. **the project goals, as set out in paragraph 10.1 of the report, be confirmed, subject to the wording being amended in Primary Aim 1 as discussed above;**



**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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	<p>c. the project governance arrangements, as set out in paragraphs 11.3 – 11.7 of the report, be confirmed, and;</p> <p>d. that Board Members contact the Chair by email expressing their interest in being one of two Programme Board Members or one of two Alternate Programme Board Members to stand in should a Member not be available to attend the monthly Programme Board meetings. The Chair would also arrange an alternate Member for when she was not able to attend meetings.</p> <p style="text-align: right;"><b>ACTION: BOARD MEMBERS</b></p>												
<p><b>APBO12.</b></p>	<p><b>TRUST FINANCIAL RESULTS</b></p> <p>RECEIVED the Alexandra Palace and Park Trust Financial Results report (pages1-3 of the supplementary agenda pack), introduced by the Director of Finance and Resources, Alexandra Palace, Dorota Dominiczac.</p> <p>The Board congratulated Alexandra Palace and Park staff in closing the year with £27,000 less deficit than forecast and acknowledged the good performance by the events team in increasing sales, which had been better than forecast.</p> <p><b>RESOLVED to note the performance of the Trust for the period ended 28/02/2015.</b></p>												
<p><b>APBO13.</b></p>	<p><b>FINAL BUDGET 2015-16</b></p> <p>RECEIVED the Alexandra Palace and Park Trust Final Budget report (pages3-8 of the supplementary agenda pack), introduced by the Director of Finance and Resources, Alexandra Palace, Dorota Dominiczac.</p> <p>NOTED that a Board Member questioned why the budget separated 'Regeneration staff used in-house costs with project' (Table 1, page 6) from the 'Total before Regeneration'. It was explained that this related to some of the Regeneration Team's time spent on the HLF project which could not be included in the hours recharged to the HLF fund.</p> <p><b>RESOLVED that the final budgets for the Trust be approved.</b></p>												
<p><b>APBO14.</b></p>	<p><b>ANNUAL ACCOUNTS TIMETABLE</b></p> <p>NOTED the following dates:</p> <table border="1" data-bbox="320 1749 1265 2083"> <tr> <td>20-29 May 2015</td> <td>Trust Audit</td> </tr> <tr> <td>18<sup>th</sup> June 2015</td> <td>Audit close meeting with Deloitte and AP Executive Team (internal)</td> </tr> <tr> <td>19<sup>th</sup> June 2015</td> <td>Draft accounts to APPCT Board</td> </tr> <tr> <td>23<sup>rd</sup> June 2015</td> <td>APPCT Board meeting</td> </tr> <tr> <td>30<sup>th</sup> June 2015</td> <td>Final deadline for consolidation of Trust accounts to LBH figures</td> </tr> <tr> <td>15<sup>th</sup> July</td> <td>APPCT Board to sign off consolidated accounts</td> </tr> </table>	20-29 May 2015	Trust Audit	18 <sup>th</sup> June 2015	Audit close meeting with Deloitte and AP Executive Team (internal)	19 <sup>th</sup> June 2015	Draft accounts to APPCT Board	23 <sup>rd</sup> June 2015	APPCT Board meeting	30 <sup>th</sup> June 2015	Final deadline for consolidation of Trust accounts to LBH figures	15 <sup>th</sup> July	APPCT Board to sign off consolidated accounts
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15 <sup>th</sup> July	APPCT Board to sign off consolidated accounts												

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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<p><b>APBO15.</b></p>	<p><b>RECRUITMENT AND SUCCESSION PLANS FOR SENIOR STAFF</b></p> <p>RECEIVED the Recruitment of Senior Posts report (pages 45-49 of the agenda pack), introduced by Duncan Wilson, Chief Executive, Alexandra Palace, as laid out.</p> <p>NOTED that</p> <p>a. clarification was sought on various aspects of the post HLF structure on page 47 and it was explained that:</p> <ul style="list-style-type: none"> <li>• the Head of Events position was under the Director of Operations rather than within the Commercial Directorship because the Head of Events would be responsible for the delivery of events, rather than the marketing of events;</li> <li>• the Head of Catering was a commercial role, rather than a day to day retail role;</li> <li>• the reference to the Chief Executive's role lasting for 3 Years had been removed from the updated version of the structure, however, this role along with the Managing Director's role, was likely to change as the organisation evolved;</li> </ul> <p>b. the recruitment of a new Chief Executive of Alexandra Palace was the Council's role but it was recognised that the Board should be heavily involved and it was proposed that the Chair of the Board and 1 Labour and 1 Liberal Democrat Board Member sit on the recruitment panel;</p> <p>c. stakeholders would be invited to meet candidates during a presentation event as part of the recruitment process.</p> <p><b>RESOLVED that the report be noted and that the Chief Executive Recruitment Panel include the Chair of the Board and one additional Labour Board Member and 1 Liberal Democrat Board Member.</b></p>
<p><b>APBO16.</b></p>	<p><b>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b></p> <p><u>Thanks to Duncan Wilson</u></p> <p>On behalf of the staff at Alexandra Palace and Park Emma Dagnes, Interim Chief Executive, Alexandra Palace, expressed thanks to Duncan Wilson, for his leadership over the past three years. The Board also expressed their thanks to Mr Wilson.</p>
<p><b>APBO17.</b></p>	<p><b>FUTURE MEETINGS</b></p> <p>NOTED the following dates for future meetings:</p> <p>Tuesday 23 June 2015  Wednesday 15 July 2015  Tuesday 17 November 2015  Tuesday 16 February 2016</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
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APBO18.	<p><b>EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p><b>RESOLVED</b> to exclude the press and public for the meeting for items 18-24 , 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).</p>
APBO19.	<p><b>CAMPSBOURNE CENTRE LEASE</b></p> <p><b>RESOLVED</b> to approve the recommendations in the report.</p>
APBO20.	<p><b>REGENERATION DIRECTOR'S REPORT</b></p> <p><b>RESOLVED</b> to approve the recommendations in the report.</p>
APBO21.	<p><b>TRADING COMPANY FINANCIAL RESULTS</b></p> <p><b>RESOLVED</b> to note the results for Alexandra Palace Trading Limited for the 11 month period ended 28 February 2015.</p>
APBO22.	<p><b>TRADING COMPANY FINAL BUDGET 2015-16</b></p> <p><b>RESOLVED</b> that the final budget for the Trading Company be approved.</p>
APBO23.	<p><b>EXEMPT MINUTES</b></p> <p>The exempt minutes of the meeting held on 10 February 2015 were confirmed as a correct record.</p>
APBO24.	<p><b>ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b></p> <p>None.</p>

The meeting ended at 22:10 hrs

COUNCILLOR JOANNA CHRISTOPHIDES

Chair

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

**9<sup>th</sup> June 2015**

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

Report of: Emma L Dagnes, Interim Chief Executive, Alexandra Park and Palace

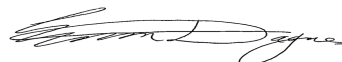
**1. Purpose**

- 1.1 To inform the Advisory Committee and the Consultative Committee of plans to revisit the Vision and Values in light of the HLF grant
- 1.2 To update the SAC and CC on the Trusts lawyers recommendations regarding formal constitution

**2. Recommendations**

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

Report Authorised by: **Emma L Dagnes, Interim Chief Executive Alexandra Palace and Park**



Contact Officer: **Emma L Dagnes, Alexandra Palace Way, Wood Green N22 7AY Tel No. 020 8365 4335**

**3. Executive Summary**

3.1 The Committees are asked to note:-

- \* that approval will be sought from APPCT Board to revisit the Vision
- \* that SAC and CC will be invited to take part in workshops as per previous years to review the Vision and Values of Alexandra Park and Palace
- \* that the outcome of this work is to ensure the Strategic Vision of Alexandra Park and Palace achieves a bridge from the present to the future
- \* that advice from the Trust lawyers was sought on the question raised at the 14<sup>th</sup> April SAC and CC regarding establishment of a formal constitution

**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. Strategic Vision

- 6.1 In 2013 a project was started to test the current vision with the long term aspirations of the Park and Palace. A number of workshops were held with stakeholders, partners, staff and consolidated into a report. The report offered an alternative vision which received the following feedback from those who took part in the review:-
- The alternative statement is an improvement on the original and accepted as in the right territory
  - There are areas to change and consider further
  - The vision should be a statement of what we will do/what we are, and not focus on the regeneration journey
  - Entertainment isn't broad enough – it must encompass learning and wider experiences
  - Need to omit asset – it is generally felt to imply something that can be sold on
  - Wide mix is preferred over diversity
  - Stating London is felt to be important to some
  - Mixed views on the inclusion of community in the statement
- 6.2 The decision was taken that though this had been a very useful exercise and had started the conversation about a revised vision it would be prudent to wait until the HLF decision had been made before revisiting the project.
- 6.3 We are therefore at the stage of pulling together a project plan for Board approval with a road map for revisiting the vision, drawing out our values, which will build a bridge from the present to the future, inspire and excite stakeholders, staff, partners, visitors and the community about the future aspiration of Alexandra Park and Palace.

## 7. Governance

- 7.1 Following the 14<sup>th</sup> April SAC and CC joint committee meeting the following question was put to the Trust Lawyers. Is it possible for there to be a formal constitution for the Statutory Advisory Committee ('SAC') and the Consultative Committee ('CC')?
- 7.2 BWB response: It will not be legally permissible to constitute a joint formal committee for the SAC and CC as this would effectively result in the augmentation of the membership of the SAC. As previously advised, due to clauses one to three of Schedule 1 of the Alexandra Park and Palace Act 1985, it is doubtful that the number of members of the SAC can be amended without a change to primary legislation.
- 7.3 The Trust presented a further question on whether a Memorandum of Understanding between the SAC and CC could be established.
- 7.4 BWB response: In terms of a long term approach to this issue, it is worth noting that there is nothing to prohibit members of the CC acting as observers to the whole or part (depending on the decision making required) of a SAC meeting and the CC members are, I understand, currently acting as such.

As set out above, the members of the CC cannot act as voting members of the SAC but they can contribute to the discussion. For this purpose, it is possible to consider the idea of 'rules of engagement' for the two committees.

It would be possible to draft a Memorandum of Understanding ('MOU') which acknowledges the joint aims of the committees and the importance of issues being discussed by a wide range of stakeholders before they are subject to a vote of the SAC.

The MOU could also outline an agreed approach to the administration of informal joint committee meetings.

MOUs are not generally considered to be legally binding, unless expressed otherwise. An MOU between the SAC and CC would be an expression that the two committees intend to cooperate and to do so under certain agreed terms.

These terms would need to be considered and agreed between the two committees, the APPT Board and LBH. There would also be no legal recourse if the terms of the MOU were not honoured by one of the committees. Although the MOU can include notice provisions which stipulate the process by which either committee withdraws from the MOU, either committee would be at liberty to pull out of the MOU.

Notwithstanding that the joint committee is not a decision making body of APPCT, the MOU should provide a framework that will allow for efficient and effective joint working, with helpful clarity on the rules of procedure.

## **8. Legal Implications**

- 8.1 The Council's Assistant Director, Corporate Governance has been consulted in the preparation of this report and has no comment, save that he notes the advice on governance received from the Trust's Solicitors BWB and will seek to be involved in commenting on any progression of the issue.

## **9. Financial Implications**

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

## **10. Use of Appendices**

- 10.1 There are none.

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

**On 9<sup>th</sup> June 2015**

Report Title: **Regeneration Report including HLF Update**

Report of: **Tot Brill, Interim Regeneration Director**

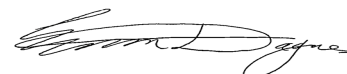
**1. Purpose**

1.1 To inform members of the Statutory Advisory Committee and the Consultative Committee on matters relating to Regeneration, HLF and Fundraising

**2. Recommendations**

2.1 That the SAC and CC notes the contents of this report.

Report Authorised by: **Emma L Dagnes, Interim Chief Executive Alexandra Palace and Park**



Contact Officer: **Tot Brill; Interim Regeneration Director, Alexandra Palace and Park**  
Contact Telephone np 0208 365 4316

**3. Executive Summary**

3.1 The report sets out the current build timetable for the HLF project, alerts members of the committees to other potential regeneration opportunities and informs members of the committees to the progress and plans of the fundraising campaign.

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

4.1 N/A

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

5.1 N/A

## 6. Background

- 6.1 The Reclaiming the People's Palace project to restore the former BBC studios, the theatre and the East Court has been awarded £18.8m by the Heritage Lottery Fund (HLF). LB Haringey are providing a funding contribution of £6.8m. The Trust will raise a further £1.04m. We intend to be on site with enabling works in the autumn of this year. The main building contract will start in May 2016 and should complete by the end of autumn 2017.

## 7. Project Timetable

- 7.1 Table One, below, sets out the project build timetable as of May 2015. Variations from the previously reported timetable are shown in **bold**. These are due, in main, to the change in procurement route. The timetable is, of course, subject to revision, and departures from the timetable will be reported to future meetings.

Table One

Date		Phase 1
Mid May 2015	HLF confirms in writing Permission to Proceed	
		Phase 2
Jan – Mar 2015	Surveys	
		Phase 2 Procurement
<b>May 2015</b>	<b>Contractors' Open Day</b>	
<b>May 2015</b>	<b>Expressions of Interest preparation</b>	
<b>May – July 2015</b>	<b>Tender documentation preparation</b>	
<b>June 2015</b>	<b>Deadline for return of Expressions of Interest</b>	
<b>June 2015</b>	<b>Shortlist</b>	
June–September 2015	Clear BBC areas and theatre backstage	
<b>July</b>	<b>Issue Tender</b>	
<b>July - August</b>	<b>Tender period</b>	
<b>End July</b>	<b>Mid tender review</b>	
<b>August 2015</b>	<b>Tender analysis</b>	
<b>September 2015</b>	<b>Award of Contract</b>	Phase 2 Enabling works
<b>October</b>	<b>Vacant possession</b>	
<b>October - November 2015</b>	<b>Contractor mobilisation</b>	
November 2015	Enabling works start on site	
Jun 2016 – Sep 2017	Main works on site	Phase 2 Main works
Sep – Dec 2017	Handover	Returned to APPCT
Quarter 1 2018	Open to the public	

- 7.2 We hope to be able to carry out some further survey work in the theatre in September/October this year before the contractor takes possession of the site. We will be able to report verbally at this meeting on the HLF Permission to Proceed and the Contractor's Open Day, which had not taken place at the time of writing this update.

7.3 We are currently in a period of preparation, aligning and refining budgets, running the Framework procurement process, archiving, triaging and moving documents and objects from the areas that will be taken over by the contractors in November, putting the communications strategy in place and preparing to launch the public fundraising campaign (see section 9 below).

## **8. Other Regeneration Projects**

8.1 As well as the immediate focus on the HLF Reclaiming the People's Palace project the Regeneration team, in partnership with the London Borough of Haringey, continues to explore the opportunities opened by the possibility of a hotel on site at Alexandra Palace. There is much to understand and determine. Once we have a draft timetable, and a clear sense of the workable options we will return to this Advisory Committee for your views.

## **9. Fundraising**

9.1 We have a strategy to raise £1.1m by the end of 2017. Our priority to date has been on fundraising from Trusts and Foundations. We have been successful in raising £50,000 towards our grant target. We are now prioritising community fundraising via a public fundraising campaign and corporate / major donor support.

### *9.2 Internal Support*

- We will need support from everyone connected with Alexandra Palace to reach our £1m target. Having strong internal support for the project will set an example to and instil confidence in our external funders. We will set out proposals as to how everyone, at every level can become an active ambassador for the regeneration of Alexandra Palace and bring them to the next meeting of this committee.
- We will start the process with a staff ambassadors' programme through June and July.

### *9.3 Public Fundraising Campaign*

- The campaign will raise awareness of the £1m target and provide a number of ways in which the public can support the project.
- The campaign will launch onsite in July in time for the Summer Festival with a full PR launch in September.
- We are looking to find a well-known figure to support and help to promote the campaign in the media.

### *9.4 Corporate and Major Donors*

- We will hold the first cultivation event in September for influential individuals, philanthropists and corporates to build a wider supporter network.

## **10. Legal Implications**

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

**11. Financial Implications**

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

**12. Use of Appendices**

12.1 There are none.

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

**On 9<sup>th</sup> June 2015**

Report Title: **Commercial Director's update**

Report of: Lucy Fenner, Acting Commercial Director

**1. Purpose**

1.1 To advise members of the Statutory Advisory Committee and the Consultative Committee and seek views on recent APTL events and activity

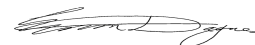
**2. Recommendations**

2.1 That the Committee notes the contents of this report

2.2 That the Committee notes the Park Activity

2.3 That the Committee notes that planning for the 2015 fireworks event is underway

Report Authorised by: **Emma L Dagnes, Interim Chief Executive, Alexandra Palace and Park.**



Contact Officer: **Emma L Dagnes, Alexandra Palace Way, Wood Green, N22 7AY Tel 020 8365 4335**

**3. Executive Summary**

3.1 Event Sales Highlights

A review of exhibitions, shows and live music for the last 3 months

3.2 Future Events

Forward focus on upcoming events and an events schedule for reference

3.3 Park Activity

A review of events and activity within the Park over the next 6 months

3.4 License Variation Summary

3.5 Fireworks Summary

Preliminary information regarding proposed date, opening times, display times, road closure schedule, capacity and ticket prices for the 2015 event for review

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

4.1 N/A

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

5.1 N/A

## EVENT SALES HIGHLIGHTS

### 3.1 Event Sales Highlights April 2015 – June 2015

- 3.1.2 In April, APTL launched the brand new in-house event Spring Fest to tie-in with the Bank Holiday weekend. The event sold out and was a huge success. We are now planning to move into the Great Hall next spring
- 3.1.3 Ben Howard performed three nights in the Great Hall and all nights were sold out and we received positive feedback from both promoter and customers
- 3.1.4 Two Prodigy concerts took place with one late night (3am) finish. The concerts in total were attended by just fewer than 20,000 fans. The police were in attendance and alongside our security team dealt with some minor incidents
- 3.1.5 The Tattoo show will return on 23<sup>rd</sup> – 24<sup>th</sup> May alongside an in-house run craft beer festival and an after show party for 1,000 tattooists will also be taking place in the West Hall
- 3.1.6 The final live music night of the summer will be Axwell Ingrosso on 6<sup>th</sup> June planned to finish at 1am
- 3.1.7 Les Mills will return for its second year in June. Les Mills Fitness Event is designed to introduce the new Les Mills exercise programme to their instructors and key fitness personal within the industry – this is a one day event, with 1,500 participants with a fully packed schedule throughout the day
- 3.1.8 A brand new show for Alexandra Palace will take place across 24<sup>th</sup>-25<sup>th</sup> June from the organiser ABTT the Theatre Show. This event will take place in the West Hall with tours of the Victorian Theatre planned. Further events in June include a private banquet for 1,200, Cyprus Wine Festival, and Haringey Police will return for their annual community amateur boxing event
- 3.1.9 An outdoor event plan is now in place to ensure that we are taking advantage of the opportunities the park provides. In addition numerous Park events are on the horizon including Ally Pally Summer Festival, a free event on 25<sup>th</sup> July to tie-in with the 25<sup>th</sup> anniversary of the Ice Rink, Redbull Soapbox, monthly summer craft ale festivals, an RSPCA walk for 2,000 dog walkers, a cinema screening on the south slope hosted by Luna cinema, Foodies festival for 20,000 expected visitors (a maximum of 5,000 at any one time), a Drive-In Cinema, and the regular Funfair, tree climbing and Segway events. Further details of all outdoor events listed below under park activity
- 3.1.10 As highlighted previously over the coming months the commercial team will continue to work closely with the Park team to move the planning for the Go Ape course forward

**3.2 Future Events**

<b>Event</b>	<b>Public Event</b>	<b>Date</b>
Axwell & Ingrosso	Live Music	6 <sup>th</sup> June
Les Mills	Exhibition	13 <sup>th</sup> June
Haringey Box Cup	Live Sport	19 <sup>th</sup> - 21 <sup>st</sup> June
Street food and craft beer festival	Outdoor event	20 <sup>th</sup> June
ABBT Theatre Show	Exhibition	24 <sup>th</sup> - 25 <sup>th</sup> June
Cyprus Wine Festival	Exhibition	27 <sup>th</sup> - 28 <sup>th</sup> June
Foodies Festival	Park event	3 <sup>rd</sup> – 5 <sup>th</sup> July
Redbull Soapbox Race	Outdoor event	12 <sup>th</sup> July
Summer Festival	Outdoor event	25 <sup>th</sup> July
Luna Cinema	Outdoor event	1 <sup>st</sup> - 2 <sup>nd</sup> August
Street food and craft beer festival	Outdoor event	22 <sup>nd</sup> August
Cancer research Waterslide	Outdoor event	22 <sup>nd</sup> August
Brand New	Live Music	11 <sup>th</sup> Sep
Antiques	Exhibition	13 <sup>th</sup> Sep
Big Stamp and Scrapbooking Show	Exhibition	19 <sup>th</sup> - 20 <sup>th</sup> Sep

### 3.3 Park Events

Month	Event Name	Park Area	Open Day(s)	Event Open Times	Capacity	Description
May	Drive In Cinema	Pavilion	9-14th, 18th-19th	18:30-23:00	100	Outdoor screening in the Pavilion Car Park for 100 cars
	Street Food and Craft Beer Festival (FREE ENTRY)	Outside Pub on the beach Park	23rd	11:00-23:00	5,000	London's largest outdoor beer garden is gearing up for summer and to celebrate this we are giving you the chance to experience summer the right way with a series of Street Food & Craft beer festivals
	RSPCA dog walk	Park	31st	09:30-15:00	2,000	Part of the Big Walkies London series this 3k and 5k charity dog walk raises money for the RSPCA. Places can be secured via the RSPCA website.
JUNE	Drive In Cinema	Pavilion	8th-10th, 12th, 14th-25th, 29th-30th	18:30-23:00	100	Outdoor screening in the Pavilion Car Park for 100 cars.
	Waterslide testing day	South slope	4th	10:00-15:00	300	Cancer Research UK will be hosting a series of events across the UK in order to raise money for children and teens with cancer. The waterslide will be set up for testing prior to being opened to the public on the 22 <sup>nd</sup> August, Dimensions of slide: 2 slides x 100m long x 3 m wide
	Classic Tours	Beach + B&K	10th	08:00-10:00	500	500 Cyclist will leave from B&K to raise money for Nordoff Robins music charity
	Street Food and Craft Beer Festival (FREE ENTRY)	Outside Pub on the beach Park	20th	11:00-23:00	5,000	Summer street food and craft beer events run in-house by the Alexandra Palace commercial team.
JULY	Drive In Cinema	Pavilion	8th -10th + 12th + 14th - 25th + 29th - 3rd	18:30-23:00	100	Outdoor screening in the Pavilion Car Park for 100 cars



	Foodies Festival	Park	3rd - 5th	11:00-19:00	20,000 (5,000 at any one time)	This is the 10th Anniversary of the Foodies Festival and the first time it has been held at Alexandra Palace. Situated on the lower field the event will play host to the following: Chef's theatre, Children's Cookery, Tasting, Cake and Bake, Wine and Champagne, Craft Beer, Vintage tea, Chilli Food Market, and a Feasting Tent. The site will be 100m x 120m - the area will be ticketed and fenced off.
	Redbull Soapbox Race	Race takes place down Alexandra Palace Way & further Facilities within East car park	12th	12:00-18:00	20,000	Red Bull Soapbox Race is an international event in which amateur drivers race homemade soapbox vehicles. This unique, non-motorised racing event challenges both experienced racers and amateurs alike to design, build & race soapbox dream machines. Concession stands and soapbox viewing is at the East side of the Palace. This event is ticketed. 100 complimentary tickets have been provided to local schools.
	AP Summer Festival (FREE ENTRY)	All areas of the Park	25th	11am-10pm	8,000	Alexandra Palace will be hosting a Summer Festival celebrating the Park and Palace alongside the 25th Anniversary of the Ice Rink. Site entry will be Free. The following activities will be taking place across the site:
						<p>THE GROVE Bandstand Silent Disco Pimms and wine bar</p> <p>SOUTH SLOPE Waterslide Cinema screening (tickets charged at £15 including headphones)</p> <p>SOUTH TERRACE Street party craft beer on the Beach</p> <p>THE PAVILLION Segway Funfair Boating lake free kids and family activities from 4pm hosted by Learning &amp; Community</p>

						THE PALACE History tours around the Palace Ice Rink session
	Waterslide	South slope	25th	11:00-19:00		As part of Alexandra Palace's Summer Festival 2 slides will be placed on the south slope; kids slide on the left, adults on right Each session will be 15 minutes with 20 people and each person will get 2-3 runs each
AUGUST	Luna cinema	South slope	1-2nd	19:30-23:00	2,000	Build up from 11:30, Bird Man & Gonnies, Ticketed and fenced off. Film Start @21:00 after watershed. Access during build time 08:00-19.00
	AP Craft beer festival (FREE ENTRY)	Outside Pub on the beach Park	22nd	11:00-23:00	5,000	The final Alexandra Palace run beer and food festival of the summer
	Waterslide	South slope	22nd	11:00-19:00	1,000	Cancer Research UK will be hosting a series of events across the UK in order to raise money for children and teens with cancer. The waterslide will be open to the public on this day on the south slope. Dimensions of slide: 2 slides x 100m long x 3 m wide. All money raised will go to the charity.
NOV	Fireworks	Park	7th	15:00-23:00	50,000	Annual fireworks display in the Park, with a German bier festival in the Palace. The event is ticketed.

### 3.4. License Variation

In order to support our clients and maximise footfall to events we are currently reviewing the capacity of event spaces, including the West Hall. This work is being carried out with the input of Haringey Licensing and the London Fire Brigade who have been positive in supporting our recommendations.

In line with the work above and an overall capacity review we will be looking to vary our Premises license to accommodate these changes. We will be using the opportunity to make several changes to conditions to bring them in line with accepted events management practice. The license variation will be submitted at the end of May. We hope that the license variation will be confirmed at the end of June after a 28 day consultation period.

### 3.5 Firework update

Planning for the 2015 Fireworks event is now well underway. Two Safety Advisory Group meetings have already taken place with all the major agencies and local authority bodies. Top line information was discussed and agreed outlining the date, opening times, display times, road closure, capacity, content of the festival including street food area, family area, bonfire, funfair and ticket prices as detailed below. The German Bier festival will also be returning but the Events team are working on making this a ticketed event with a maximum capacity of 6,000.

A full overview of the Firework event operations is included in Appendix 1.

#### Top Line Fireworks information

<b>Date</b>	<b>7<sup>th</sup> November 2015</b>
<b>Opening time</b>	<b>15:00</b>
<b>Display time</b>	<b>19:30</b>
<b>Capacity</b>	<b>50,000 (an increase from 40,000)</b>
<b>Ticket</b>	<b>Prices listed below</b>

<b>Ticket Type</b>	<b>2015 Charge</b>	<b>(net)</b>	<b>2014 price</b>
Adult Early Bird	£6.00	(£5.00)	(£6.00)
11-15yrs Early Bird	£4.00	(£3.33)	(£4.00)
Adult Standard	£9.00	(£7.50)	(£8.00)
11-15yrs Standard	£6.50	(£5.42)	(£5.50)
Ice Rink	£6.50	(£5.42)	£5.00
German Bier Festival early bird	£10.00*	(£8.33)*	(£10.00)*
German Bier Festival	£12.00	(£10.00)*	(£12.00)*
Under 10'	FREE	FREE	FREE

Adults are 16 year and above.

\*German Beer Festival will be strictly over 18 years and challenge 25 will be in place.

**4. LEGAL IMPLICATIONS**

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

**5. FINANCIAL IMPLICATIONS**

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

**6. APPENDIX**

- 6.1 Appendix 1 Fireworks Overview

## Appendix 1

### Event Overview

The 2014 fireworks proved a great success. Complaints were down from over 300 to just 20 all of which were minor. There was no reported crime, no significant or medium medical issues and the event was well received by all stakeholders. The feedback from those in attendance, the local statutory authorities and the press has been very positive.

The fireworks will continue to run as a paid, ticketed event, with an added ticketing option to access the German beer festival and ice rink.

As with any events, improvements should always be made and are required to keep the event fresh and attract more visitors for future years. The following report outlines the proposed overview for the 2015 event.

### Operational delivery

Alexandra Park & Palace fireworks event is the only event in the country that operates an indoor offer (Beer Festival and Ice Rink) with an outdoor display. This is done to allow for the event to raise funds for Alexandra Palace Charitable Trust. To deliver such a complex event a lengthy planning and multi-agency consultation process is undertaken in the run-up, throughout and post event. Stakeholders and Partners who will be part of the planning and delivery include:

- Haringey Council
- Licensing
- Metropolitan Police
- London Ambulance Service
- London Fire Brigade
- Transport for London
- Capital Connect
- Alexandra Palace Events Team
- Contractors: Fireworks team, production, security, health safety etc

Alexandra Palace will remain the lead organisation for the event ensuring consistency in delivery across both the Fireworks Display, Ice Rink offer, and the German Beer Festival.

As with all large scale events in the Palace key members of the above will form the Emergency Liaison Team (ELT) which provides the principle decision making body pre, during and post event.

The ELT will be chaired by APTL alongside an independent Health and Safety Consultant with experience in large scale outdoor / indoor events. The ELT will also be made up of the following:

- Event security
- Metropolitan Police
- London Ambulance Service
- Event Medical
- LBH Licensing Enforcement Officer
- LBH Building Control officer
- Event Production Manager
- Head of Event Operations AP

## **Initial Safety Advisory Group (SAG) meeting**

The first SAG was held on 21<sup>st</sup> April 2015. At this meeting a top line presentation was delivered by Alexandra Palace outlining the review of 2014, lessons learnt and proposals for the 2015 event. The agenda for the SAG was as follows:

- Review Presentation of 2014
- Proposals for 2015
- Stewarding / Security
- Marketing / Communications
- Customer Service
- Entry Fee and Ticketing System
- Traffic Management (Park Access, Car Parking, Road Closures, Curfews)
- Disabled parking and viewing areas
- The German Beer and Food Festival
- Funfair and Family Zone
- Ice Rink
- South Terrace / Alexandra Palace Way
- The event footprint including fence line, sterile zones, and disabled viewing
- Production (site infrastructure)
- New content (bonfire and theatre company performance)
- Opening times and access during the event
- Continuous review of lessons learnt from 2014

## **Capacity Increase**

It is proposed that the ticket allocation will increase to 50,000 including under 10's to ensure as many people as possible can attend and enjoy the event. The beer festival capacity will be increased to 6,000 from 4,500. To Support this increase will be:-

- Additional areas of the park will be opened including Zone 6. This zone is situated in the Lower field
- Production and content will be improved in the lower fields
- The family area helped to eliminate areas of high density in 2014 with event sell-out, which in previous years had been on the south slope
- The Family area will be developed even further to support additional capacity in 2015

## **Proposed Entry Fee / Ticketing**

- All tickets will be sold prior to the event and there will be strong communication stating that no tickets will be available to purchase on the gates
- The early bird price will be as per 2014 event, which will give everyone the opportunity to buy tickets at the lower rate once again
- An increase of £1.00 will be added to standard tickets which will be re-invested into the production and the content of the display. This in turn will allow us to open up a larger part of the site and give additional capacity to the event by encouraging people to gather on the lower field

- Ticketing will be run through Alexandra Palace's official ticketing partner SEE Tickets, reaching a database of three million Londoners. There will be a £1 booking fee per ticket purchased (apart from the Under 10's free tickets)
- The early bird offer will be in place for four weeks, after which the standard price will apply
- An optional ticket (after purchase of a fireworks ticket) for the Beer Festival will be implemented at a cost of £10 (early bird) or £12 standard ticket. This will also give exclusive access to the South Terrace as per 2014
- An optional ticket (after purchase of a fireworks ticket) for the Ice Rink sessions will also be implemented at an additional £6.50 per head and will operate as per 2014

All tickets are summarised in the table below for reference:-

Ticket Type	2015 Charge	(net)	2014 price
Adult Early Bird	£6.00	(£5.00)	(£6.00)
11-15yrs Early Bird	£4.00	(£3.33)	(£4.00)
Adult Standard	£9.00	(£7.50)	(£8.00)
11-15yrs Standard	£6.50	(£5.42)	(£5.50)
Ice Rink	£6.50	(£5.42)	£5.00
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German Bier Festival	£12.00	(£10.00)*	(£12.00)*
Under 10'	FREE	FREE	FREE

*Adults are 16yrs and above*

*\*German Beer Festival will be strictly over 18 years and challenge 25 policy will be in place*

### **Park Access, Road Closures and Curfews**

- As per 2014 the road will be closed from 22:00pm on the Friday, most of the park will also be closed from this time. An area by Campsbourne School (gate 3) will remain open for dog walkers until 1pm on the Saturday. The grove will remain open as per 2014. Access and closure times will be communicated to regular Park users via clear signage one month prior to the event
- At the end of the display from the hours of 20.25-20.55pm, we are seeking support from the council to enable us to close the road between Bedford road roundabout and the AP station roundabout for 30 minutes. This will support with crowd dispersal at the end of the night as this area is highly congested and the ELT now see this as a safety requirement
- The event itself will start at 15:00pm and the display at 20:00pm

- There was an extremely late walk-up in 2014 – it is unclear if this was due to transport disruption in the local area or uncertainty from the public on the start time of the display. In 2014 it was decided by the ELT to delay the display by 30 minutes to 20:00pm to ensure as many ticket holders could enjoy
- Display time will be proactively communicated prior to the event with further advice and recommendations on good times to arrive. This will also be supported by further activities around the site throughout the day encouraging an earlier walk-up
- There was huge demand on both Gate 6 (Lower Road) and Gate 10 (Dukes Avenue) up until the opening times, potentially heightened by late walk ups. These gates are traditionally used by 'locals' so its assumed that many of these people lived locally and arrived late to avoid the queues but in fact created the queues
- Both these gates (6 &10) will be increased to allow for greater capacity and to reduce the queueing time. Gate 11 will also be opened onto the Avenue to reduce further congestion on Dukes Avenue. Senior managers from the security company will be present at these gates with experience of making decisions in dynamic crowd flow scenarios
- There will be a pedestrian gate open to allow for access from Redstone Fields. This will be Gate 5. Gate 5 will have 4 lanes to ensure all visitors from this side of the local community can access the site easily
- The Children's playground situated off the Avenue will be open on the day of the event with access from The Avenue only. This playground will be closed one hour prior to the event opening
- The area labelled as Zone 6 which remained out of bounds in 2013 & 2014 will now be open as additional viewing area for visitors, additional content will be provided
- The Children's playground situated off the Avenue will be open on the day of the event with access from The Avenue only. This playground will be closed one hour prior to the event opening

### **Disabled viewing area**

- A dedicated disabled viewing area within the outdoor beer garden space also known as "The Beach" will be provided. A car park will be available on site with ease of access to the disabled viewing area, however due to the nature of the event and safety restrictions including access to site in cars, spaces will need to be pre-booked

### **Key production aspects /Improvements for the 2015 display**

- There will be several changes and improvements made to the production element of the 2015 display. It's important the event establishes itself as London best Firework display to support with our long term aims and adding rich exciting content will ensure that this happens
- The display itself will run for another 5 minutes so the display will be 25 minutes long
- The lasers will be reintroduced; sky scanners last year did not meet expectations. The lasers will be based in the firing zone and set on to the venue. They will also be used in the lower viewing areas to give an aerial effect and to light the tree line
- There will be a significantly improved sound system to ensure good coverage and appropriate sounds levels are achieved across the site throughout the display
- To ensure there is good crowd displacement across the site throughout the event it is vital each area is rich in content



- In the newly opened Zone 6 it is proposed a bonfire will be lit. In conjunction with the parks team the plan is to dig the earth but replace and re-turf the area post event, the bonfire itself will have a fenced safety cordon, secure perimeter and dedicated security
- The street food area will grow in size and as per last year the "adult" funfair will also be situated within this space (East car park)
- Mutiod waste who played a key role in the Olympic Ceremony, a regular fixture at Glastonbury festival and recently performed at the secret cinema held here at the Palace, are keen to add further visual content and excitement. Themed vehicles have been adapted and trained actors will entertain audiences to resemble a post-apocalyptic Mad Max style world
- It is proposed the convoy will start around 18.00pm on the lower road by Gate 2, moving slowly up AP Way through the family zone, temporarily disembarking in zone 6 for a 10 minutes theatre show and finishing in the lower section of the firing zone. At this point they will line up and appear to start the display with flame effects
- Site lighting will be improved via sodium coloured light or festoons, so the actual site has a better aesthetic with particular attention paid to the lighting on the lower road areas

### **German Beer Festival**

- The German Bier Festival proved to be a success once again in 2014 and the content and production of this will be similar in 2015
- The event will be ticketed at a cost of £10 early bird & £12 standard tickets per person. Tickets can only be purchased with a ticket to the Fireworks. This will avoid confusion and guarantee access to all ticket holders
- Beer Festival ticket holders will be given exclusive access to the South Terrace along with those who buy hospitality tickets to the Panorama Room as per 2014. This will assist with crowd management during and after the display. Tickets to the event will be increased on last year but still limited to 6,000
- The Beer Festival Bars would be delivered by our Live Music Bar Provider who is used to dealing with large numbers
- A table service operation will be in place in the Great Hall with music and entertainment with further bars and food stalls set up in the West Hall

### **Funfair and Family Zone**

- Two funfairs will be in operation at the 2015 event. The family funfair will be sited in the Paddocks car park to the west of the event site. Rides will be suitable for the whole family and will be near the family viewing area
- The second funfair will be located on the pavilion with rides in this area aimed at an older crowd
- Stronger communication messages explaining that although Alexandra Palace has indoor space the event is first and foremost an outdoor fireworks display and access to the palace is for the Beer Festival ticket Holders only
- Encourage families to prepare for being outdoors for a number of hours (should they wish to arrive early)
- On request only Re-admittance to the Park for people who attend the site early will be allowed

## **Park Facilities**

- Toilet numbers will increase on last year and will be sited as per 2014 around the park to ensure people have easy access to facilities
- Facilities including baby changing units will also be in place, however communication will remind families that this event does take place in an outdoor space and therefore will not have the same level of facilities as an indoor event
- The number of disabled toilets will be increased and sited in appropriate locations for ease of access
- Communication will be clear for members of the public to bring cash to the event. We will be encouraging the larger vendors to also accept card payment but this will be based on the facilities that they have already built into their units

## **Customer Service & Crowd Management**

- The service provider for crowd management will be experienced in managing large outdoor events. Their staff will be selected on knowledge of the park, venue and our customer service standards from their previous experience at Alexandra Palace working on our live music events and the previous firework display
- Alexandra Palace will also deploy our customer service team who work alongside us during live music events assisting customers with issues including providing maps, information on location of toilets, food outlets and general customer service
- Communication in regards to the site map via the website and direct to ticket holders will also be established

## **Marketing / communication strategy**

- We will be implementing a robust and transparent communication plan of the event. The event will be launched in September 2015. Hold the date will be issued shortly
- Detailed Information on our website and through social media will continuously updated reminding people of the nature of the event, content of the event, timings and the facilities that are and aren't available on site
- Signage and Park closure times will be erected one month prior to the event

## **Legal advice**

- The advice Bates Wells Braithwaite, APPCT lawyers in connection with right to close the park is:-

*That it is permissible under the 1985 Act to close almost the whole of the Park for the fireworks display except those parts already licensed or let to third parties. The terms of the Act allow us to close "any part of the palace and park for not more than fourteen days in any one year." The proposal is for closure of less than 24 hours and excludes areas such as the Grove;*

We must follow the public notice and advertisement requirements of the 1900 and 1985 Acts (requiring public notices to be displayed at the principal entrances at least two weeks in advance and advertisements to be placed in a London daily newspaper in each of two successive weeks) and consult the Statutory Advisory Committee (SAC-CC meeting 20<sup>th</sup> October will have an oral update in regards to fireworks plans and a detailed report is due to be tabled at APPCT Board on 15<sup>th</sup> July).

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

**On 9<sup>th</sup> June 2015**

Report Title: **Report of the Head of Learning and Community Programmes, Alexandra Park and Palace**

Report of: Melissa Tettey, Head of Learning and Community Programmes, Alexandra Park and Palace

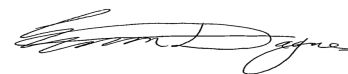
**1. Purpose**

1.1 To update the Committees on the learning and community programme

**2. Recommendations**

2.1 That the SAC and CC notes recent progress with the Trust's learning and community programmes.

Report Authorised by: **Emma L Dagnes, Interim Chief Executive, Alexandra Palace and Park**



Contact Officer: **Melissa Tettey, Head of Learning and Community Programmes Alexandra Palace and Park, Alexandra Palace Way, Wood Green, N22 7AY Tel 0208 365 4321.**

**3. Executive Summary**

3.1 An overview of the Learning programme including the temporary exhibition Alexandra Palace; War on the Home Front, progress update on the learning programme in 2015

3.2 An update on the volunteer programme

3.3 An update on the community programme

**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 (Learning and Community Update)**

### **6.1 War on the Home Front (Exhibition)**

Following the launch of the War on the Home Front exhibition in September, the exhibition continues to be open to the public every Thursday morning (10:00–11:00), Friday afternoon (14:00–17:00) and the first Saturday of the month (10:00-13:00). When the exhibition is open to the public it is manned by a dedicated team of volunteers who welcome visitors, answer questions and provide additional information about the Palace's role 100 years ago.

To date the exhibition has welcomed over 2,700 visitors, with an exhibition redisplay planned for June alongside a summer programme of supporting activities (see list below), it is anticipated by September 2015 between 3000 & 3500 people will have visited the exhibition. To increase the diversity of visits the exhibition is being promoted widely across the Borough of Haringey and the surrounding boroughs of Islington, Enfield and Barnet.

#### **Exhibition Redisplay**

A number of visitors to the exhibition have had relatives who were interned at the Palace, a few have objects connected to their family that they have kindly agreed to loan us for the duration of the exhibition (until September 2015). New objects include a collection of watercolour portraits donated by the artist's grandson, a pewter ring currently in Brussels and two silver tennis cups. The team are currently in discussion with the Imperial War Museum to borrow, one of the original George Kenner watercolours. Having now satisfied their environmental condition requirements the loan has been passed to the Arts Council for a decision about the Palace's security procedures.

Once the re-display has been completed (June) it is hoped that we can encourage people who have already visited to return to see the new objects and additional reference material.

#### **(Supporting Activities)**

##### **Photography Project**

A 4-week photography project inspired by how Alexandra Park and Palace was used as a refugee and internee camp during WW1 will take place between June & July. The project aims to engage young people aged 16-25 living in Haringey, Enfield, Barnet and Islington classed as NEETs (Not in Education, Employment or Training).

Through the participatory photography process the participants will learn how to use photography to tell a story and convey their experiences and perspectives to peers and the general public. The project will culminate in an online exhibition on the Alexandra Palace website in addition to the First World War centenary History Pin platform. Plans are also in place to have a pop up display at the Palace with one young person offered the chance to shadow a professional photographer at an event during 2015.

### **Theatre Project**

To diversify the audience to the exhibition Haringey Shed (an inclusive theatre company) will be holding a 3 day workshop at the Palace (27<sup>th</sup> - 29<sup>th</sup> May) for the young people to create a theatrical response to the story. To inspire the group the event will start with a tour of the building with access to archive photos to bring the story of how the Park and Palace were used 100 years ago to life, with the personal stories of the men who were interned here. The project will conclude with 2 performances of promenade theatre during the Friday opening of the exhibition for visitors, families and friends.

### **Internee Concert**

To mark 100 years since the formation of the Internee Concert Orchestra, Alexandra Palace will be hosting a free concert (funded by the Mayor's Fund) in collaboration with the BBC Concert Orchestra and Haringey Music Service on 19<sup>th</sup> September. Members from each section of the BBC orchestra will rehearse with the youth orchestra in advance of the concert to assist with the music and answer questions about life as a professional musician.

There will be a matinee which will be promoted to local schools and community groups and an evening performance introduced by Dr Rupert Ridgwell, the Curator of Music at the British Library. The event will be the last public show in Theatre before construction as part of the HLF project begins.

### **Locative App**

As the digital partner for the War on the Home Front project, Middlesex University are now working on an app which will bring to life stories from the exhibition to Park visitors. The project has become far more complex than the team initially envisaged, both professors and students have encountered a number of issues regarding the scope of the project and the amount of content relating to the story. In March Palace staff tested the prototype which resulted in a number of changes being requested; university staff are now working on improving the overall experience. It is expected that the app will be fully tested and live before the Summer Festival on the 25<sup>th</sup> July.

## **6.2 Core Learning Programme**

Interest from schools in the learning programme remains high with over 450 pupils booked for May 2015. While many of the schools visiting are repeat visitors, bookings have now been taken with new schools including Rhodes Avenue who are hosting their June staff meeting at the Palace to inspire their teachers to visit the Palace.

The Haringey primary schools competition launched at the beginning of April for classes to make a cart for an egg inspired by the history of the Palace. Groups are encouraged to visit the Palace for a 'Past, Present & Future workshop' followed the visit - electronic resources are sent to the schools with archive images to spark ideas for designs. Schools have been asked to submit their carts week commencing 19<sup>th</sup> June, with the winning class receiving tickets to the Red Bull Soap Box race on 12<sup>th</sup> July.

To continue the increase of schools visiting the Palace new programmes are being developed to engage with different ages and areas of the curriculum. Working with the Park Manager and the Friends of the Park a learning programme is being developed for classes to explore the Park, looking for flora and fauna. A year 1 class (aged 5) from Eden are visiting on the 11<sup>th</sup> June to pilot a number of the new trails. Pupils will have the opportunity to plant sweetcorn, runner beans, radishes, carrots and chard in the new raised beds in the railway fields and the day will finish with a Q&A with the Park Manager and the Park Maintenance team.

To date the majority of workshops have been for primary schools, after looking through the Secondary History curriculum and following meetings with History Teachers at Heartlands and Alexandra Park School, a new Industrial Revolution workshop is being developed. The workshop will be piloted with Year 7 & 8's from Heartlands before the school breaks for summer in July.

A new leaflet is being produced to promote all opportunities for schools, families and adults inspired by the history of the Palace. The learning programme has increased dramatically since the first booklet was produced and it is planned to circulate the leaflet to all schools in Haringey, Barnet, Enfield and Islington in July. The leaflet will cover activities from September 2015 – 2016 which are not funded by the activity plan for the Major Heritage Lottery Fund project.

## 6.3 History Tours

On the 11<sup>th</sup> and 12<sup>th</sup> April 575 people visited the Palace as part of the History Tours, new elements of the tour included a photo montage of BBC images and a talk in the mock up studio and a discounted tea and cake package for all visitors. Overall the feedback from the tours remains positive, but the team are focussed on looking at additional ways to improve the visitor experience and to attract new audiences. Proposed changes include varying the start of the route from the East Court to Palm Court, making more archival material accessible and offering tours in different languages.

## 6.4 Trading Company cross-over

In addition to the concert planned for September 2015 the Learning and Community team are working on activities for the Summer Festival on the 25<sup>th</sup> July. The team are supporting the Ally Pally Summer Festival with History Tours with a new route which will include the Great Hall where the organ will be played, and drop-in family activities at the Rose Garden inspired by the Palace's role 100 years ago. Families will learn about the daily lives of the men interned at the prison and then make model boats which will be sailed on the Rose Garden Fountain.

## 6.5 Volunteering Update

To recognise the tremendous level of support and commitment our volunteers continue to demonstrate, as part of National Volunteer Week (1<sup>st</sup>-7<sup>th</sup> June 2015) on 2<sup>nd</sup> June the Palace will hold a BBQ on the beach to recognise the contribution volunteers have made over the past 12 months. To date, a team of nearly 50 volunteers have donated over 3000 hours with volunteers helping us in a variety of ways these include research, History Tours and forthcoming WW1 History Tours, archiving, marketing, learning, community engagement, park/horticultural, and photography.

The team have conducted a Training Needs Analysis with our volunteers and incorporating feedback from the public following our History Tours, there is a need to provide additional training to support volunteers as we seek to continuously improve the Tour experience. The team are currently organising in house training for all Guides.

## **6.6 Community Update**

The team is currently exploring the ways the Palace can support young people in Haringey, in addition to the NEET photography project, the Palace has partnered with The Challenge to National Citizen Service. NCS is a government-backed programme which brings together young people from diverse backgrounds, providing them with strong skills for life, work, and adulthood. NCS is an intensive, part-residential programme followed by a number of social action days, designed to empower participants to meaningfully impact their local community and gain new life skills.

The programme is divided into three stages: NCS Personal Challenge - Get Active Participants face their fears; develop confidence and bond with team mates on an action packed residential. NCS Team Challenge - Get Involved Teammates work together to learn a new skill in sport, media, photography, music, drama or enterprise in a university setting. NCS Social Action - Make Your Mark Using their newly-acquired skills, teams design a social action project in their local area and pitch their project to win funding to make it happen. The Palace will be hosting the final stage of the project Action - Make Your Mark - participants will be taken on a tour of the Palace to get a clearer idea of how the organisation operates before being given the opportunity to practise presentation skills in front of senior managers to receive constructive feedback.

## **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 Implications**

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

## **9. Use of Appendices**

- 9.1 There are none.

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

**on 9<sup>th</sup> June 2015**

Report Title: **Park Update Report**

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

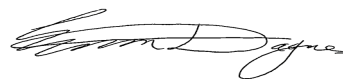
**1. Purpose**

1.1 This report provides an update on a number of issues relating to the Park.

**2. Recommendations**

2.1 That the committee notes the contents of the report.

Report Authorised by: **Emma L Dagnes, Interim Chief Executive, Alexandra Palace & Park**



Contact Officer: **Mark Evison, Alexandra Palace & Park, Alexandra Palace Way,  
Wood Green N22 7AY Tel No. 020 8365 2121**

**3. Executive Summary**

- 3.1 Update on Go Ape
- 3.2 Update on Park Vision workshop
- 3.3 Update on Heartlands High School approach
- 3.4 Update on some general Park matters

**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. **Go Ape**

6.1 At the time of writing this report, no further update is available, however an update will be tabled at the meeting.

6.2 **Park Vision Update**

At the time of writing, Members of the Advisory and consultative Committees have been invited to a "Park Vision Workshop" in early June to consider the Landscape Architect's document and to discuss ideas for future management and development of the Park. A general update on this session will be presented in the meeting.

The next stage is for the input from the various groups consulted to be drafted into a new Vision for the Park. This will be presented to the Joint Committee and then the Board in Autumn 2015.

7. **Heartlands High School**

7.1 The Head at Heartlands High School recently approached APPCT about use of Alexandra Park for sports activities. For the initial phase the school would like to hire part of the Upper Football Field for use in term-time.

7.2 The school will fund a survey to establish the condition of the field and recommend any works required to make it playable. The school have capital funds available to carry out any such remedial works and to pay for any additional maintenance required such as line-marking. This could provide a new regular income as well as supporting the activity objectives of the school and increase usage of this area of the Park in quiet periods.

7.3 The school are interested in a long-term relationship and have further ideas which will be fed into the Park Vision project through the planned workshops.

8. **General Park Issues**

8.1 The Committee may be interested to know that since 1<sup>st</sup> April works have been carried out to repair both the incoming mains water supply pipe and the outgoing foul drains from the Lakeside buildings. In addition, the foul drain at the 345 pre-school in the Grove has collapsed and repair works are imminent.

8.2 A programme of dead-wood removal, pollarding and felling of trees around the Park has been completed. The 2015 tree survey is due to take place in June.

8.3 The Friends of Alexandra Park are continuing with monthly work parties to clear bramble and encouraging scrub from the butterfly meadow and a tree strip adjacent to Redston Field. The TCV volunteers are also working on these tasks.

The Park Volunteers has been working on various gardening tasks, supporting the management of the new Orchards and food growing projects with Eden School.

**9. Legal Implications**

- 9.1 The Council's Head of Legal Services has been consulted in the preparation of this report and has no comments.

**10. Financial Implications**

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

**11. Appendices**

- 11.1 There are none.

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