

## **NOTICE OF MEETING**

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

**Thursday, 25th October, 2018, 7.30 pm - The Transmitter Hall, Alexandra  
Palace, Alexandra Palace Way, N22 7AY**

### **Statutory Advisory Committee Members:**

Councillors Lucia das Neves, Josh Dixon, Scott Emery, Justin Hinchcliffe,  
Adam Jogee, Khaled Moyeed and Yvonne Say.

Jane Hutchinson (Alexandra Residents Association), Ken Ranson (Bounds Green & District Residents Association), Duncan Neill (Muswell Hill & Fortis Green Association), Kevin Stanfield (Palace Gates Residents Association), Elizabeth Richardson (Palace View Residents Association), David Frith (The Rookfield Association), Jason Beazley (Three Avenues Residents Association), and Jim Jenks (Warner Estate Residents Association).

### **Consultative Committee Members:**

Councillors Dana Carlin, Nick da Costa, Erdal Dogan, Bob Hare, Anne Stennett and Sarah Williams.

Gordon Hutchinson (Friends of Alexandra Park), John Wilkinson (Alexandra Palace Allotments Association), Hugh Macpherson (Alexandra Palace Organ Appeal), John Thompson (Alexandra Palace Television Group), Dermot Barnes (Alexandra Residents Association), Jacob O'Callaghan (Alexandra Park & Palace Conservation Area Advisory Committee), Jonathan Smith (Campsbourne School), Nigel Willmott (Friends of the Alexandra Palace Theatre), David Cole (Heartlands School), Rachael Macdonald (Hornsey Historical Society), Duncan Neil (Muswell Hill & Fortis Green Association), John Boshier (Muswell Hill Metro Group), Val Paley (Palace View Residents Association), Frances Hargrove (St Mary's CE Primary School) and Richard Hudson (Warner Estate Residents Association).

- 1. ELECTION OF CHAIR FOR THE MEETING**
- 2. FILMING AT MEETINGS**

Please note 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.

### **3. APOLOGIES FOR ABSENCE**

### **4. 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

### **5. URGENT BUSINESS**

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under item 10 below).

### **6. MINUTES (PAGES 1 - 16)**

- i. To approve the minutes of the informal Joint Statutory Advisory and Consultative Committees held on 12 July 2018.
- ii. To note the minutes of the Statutory Advisory Committee held on 12 July 2018.
- iii. To note the draft minutes of the meeting of the Alexandra Palace and Park Board held on 11 September 2018.

## **7. CEO'S REPORT (PAGES 17 - 24)**

This report provides information to the Statutory Advisory and Consultative Committees on planning and policy issues in relation to Alexandra Park and Palace. It also provides additional information on the events programme and a range of activities of the Charitable Trust.

## **8. NON-VOTING BOARD MEMBERS FEEDBACK**

## **9. ITEMS RAISED BY INTERESTED GROUPS**

## **10. NEW ITEMS OF URGENT BUSINESS**

To consider any items admitted at item 5 above.

## **11. DATES OF FUTURE MEETINGS**

29 January 2019  
24 April 2019

Glenn Barnfield  
Principal Committee Co-ordinator  
Tel – 020 8489 2939  
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Bernie Ryan  
Assistant Director – Corporate Governance and Monitoring Officer  
River Park House, 225 High Road, Wood Green, N22 8HQ

17 October 2018

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**MINUTES OF THE MEETING OF THE JOINT MEETING OF THE ALEXANDRA PARK & PALACE STATUTORY ADVISORY COMMITTEE AND THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE HELD ON THURSDAY, 12TH JULY, 2018, 19:30.**

**PRESENT:**

**Councillors: Emery, Dixon, Da Costa, Dr Chiriyankandath, Dogan, Stennett and Carlin.**

**ALSO PRESENT: Gordon Hutchinson (Consultative Committee Chair), Kevin Stanfield (Advisory Committee Member), Elizabeth Richardson (Advisory Committee Member), Jason Beazley (Advisory Committee Chair), Wilkinson (Consultative Committee Member), Nigel Willmott (Consultative Committee Member), Rachael Macdonald (Consultative Committee Member), John Boshier (Consultative Committee Member) and Val Paley (Consultative Committee Member)**

**84. APPOINTMENT OF CHAIR FOR MUNICIPAL YEAR**

No nominations were received for the Chair of the Joint Alexandra Park & Palace Statutory Advisory Committee and Consultative Committee.

Gordon Hutchinson agreed to Chair the Joint SAC/CC meeting.

**RESOLVED**

That there would be a rolling Chair for the municipal year 2018-19.

**85. APPOINTMENT OF VICE-CHAIR FOR THE MUNICIPAL YEAR**

No nominations were received for Vice-Chair of the Alexandra Park & Palace Consultative Committee.

**86. FILMING AT MEETINGS**

The Chair referred Members present to agenda Item 1 as shown on the agenda in respect of filming at this meeting, and Members noted the information contained therein'.

**87. URGENT BUSINESS**

There were no items of urgent business.

**88. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Hare, Cllr Moyeed, Cllr Jogee, Cllr Williams, Cllr Das Neves and Cllr Say.

Apologies were also noted from Jane Hutchinson, Duncan Neill, Jim Jenks and Hugh McPherson.

**89. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**90. MINUTES**

The Committee noted a typographical error under minute item 78 e, the Head of the Creative Learning Team was Mark Civil.

In response to a query around the noise monitoring arrangements, it was clarified that that the stages would be largely directed towards the Palace rather than surrounding residential buildings. However, the noise consultant would have the final say on the acoustics. The level and direction of noise nuisance was very much determined by atmospheric conditions on the day.

In response to concerns raised in relation to the accumulation of litter during the May Bank Holiday, the CEO advised that around 15 tonnes of litter was collected following the Bank Holiday. The management team advised the committee that they were in the process of replacing broken and low capacity bins, as well as changing the order in which bins were emptied, in order to maintain overall cleanliness standards. The Management team advised that they had invested the maximum resource that they could into litter collection and they felt that it was working.

**RESOLVED**

Subject to the above minor amendments, the minutes of the meeting on 23<sup>rd</sup> January were agreed as a correct record.

**91. INDUCTION BRIEFING**

The Committee NOTED an introductory briefing which set out the background to APPCT and the governance arrangements and terms of reference for the Board, the SAC and the CC.

**92. CREATIVE LEARNING ZONE LISTED BUILDING CONSENT**

The Committee received a report which set out information on the Creative Learning Zone, and sought their views on an application for Listed Building Consent. It was

noted that the closing date for comments via Haringey Council's planning portal was 13<sup>th</sup> July 2018.

The following comments were noted in relation to the report:

- a. The Committee sought clarification around the ground floor of the Creative Learning Zone and the extent to which it was open planned. In response, the CEO advised that the ground floor would be enclosed but that the space would open up. Consultation had been undertaken with user groups and the management team were aware of the need to consider safeguarding issues, for example.
- b. The Committee sought assurances around acoustic considerations for the CLZ, in response the CEO advised that learning had been incorporated from the building works undertaken in relation to the theatre and the wider East Wing site. There were also acoustic specialists on site who were consulted. FCBS designed the Creative Learning Zone, who also designed the wider East Wing, hence there was continuity of design.

### **93. NON-VOTING BOARD MEMBERS FEEDBACK**

The Committee noted that the recent Board workshop was considered very successful, those who attended commended the members of the management team involved for their hard work.

### **94. ITEMS RAISED BY INTERESTED GROUPS**

The Committee queried whether there would be access to the allotments during the Kaleidoscope festival. The CEO advised that she would look into this and get back to the AP Allotments society via email to confirm.

The CEO advised that a letter had been sent out local residents which set out the times and dates of the partial park closure arising from the festival. The Committee raised concerns with signage around the diversion of the W3 bus route. In response, the CEO advised that APPCT were working with TfL to improve the quality of signage. The Chair of the SAC requested whether improved signage could also be looked into for the fireworks.

The Management team advised the Committee of the fact they were going to put on a Gilbert and Sullivan production in conjunction with the BBC as part of the wider BBC Proms programme. The Committee welcomed the event and noted that tickets had sold out very quickly.

### **95. NEW ITEMS OF URGENT BUSINESS**

N/A

### **96. DATES OF FUTURE MEETINGS**

The date of the next meeting was 25<sup>th</sup> October 2018.

CHAIR:

Signed by Chair .....

Date .....



**MINUTES OF THE MEETING OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE HELD ON THURSDAY, 12TH JULY, 2018, Times Not Specified**

**PRESENT:**

**Councillors:** Dr. James Chiriyankandath, Scott Emery and Josh Dixon.

**ALSO PRESENT:** Jason Beazley (Chair), Liz Richardson, Kevin Stanfield.

**12. ELECTION OF CHAIR OF THE STATUTORY ADVISORY COMMITTEE FOR THE MUNICIPAL YEAR 2018-19**

Liz Richardson nominated Jason Beazley, and this was seconded by Cllr Dixon.

**RESOLVED**

That Jason Beazley be appointed as Chair of the Statutory Advisory Committee for the 2018-19 Municipal Year.

**13. ELECTION OF VICE-CHAIR OF THE STATUTORY ADVISORY COMMITTEE FOR THE MUNICIPAL YEAR 2018-19**

Jason Beazley nominated Jim Jenks, and this was seconded by Liz Richardson.

**RESOLVED**

That Jim Jenks be appointed as Chair of the Statutory Advisory Committee for the 2018-19 Municipal Year.

**14. ELECTION OF SAC OBSERVER TO THE APPCT BOARD FOR THE MUNICIPAL YEAR 2018-19**

Jason Beazley was nominated and seconded to sit as an Observer on the Alexandra Park and Palace Board.

**RESOLVED**

That Jason Beazley be appointed to sit on the APPCT Board as a non-voting observer.

**15. APPOINTMENT OF MEMBERS TO THE ALEXANDRA PARK AND PALACE STATUTORY ADVISORY URGENCY SUB-COMMITTEE FOR THE MUNICIPAL YEAR 2018-19**

Councillors Dixon and Dogan were nominated and seconded to sit on the Urgency Sub-Committee.

Jason Beazley and Liz Richardson were nominated and seconded to sit on the Urgency Sub-Committee.

## **RESOLVED**

That Councillors Dixon and Emery, as well as Jason Beazley and Liz Richardson be appointed to sit on the Alexandra Park and Palace Statutory Urgency Sub-Committee for the 2018-19 Municipal Year.

### **16. FILMING AT MEETINGS**

The Chair referred Members present to agenda Item 5 as shown on the agenda in respect of filming at this meeting, and Members noted the information contained therein'.

### **17. APOLOGIES FOR ABSENCE**

Apologies for absence were noted from Councillors Das Neves, Jogee and Say.

Apologies for absence were also noted from Jim Jenks, Jane Hutchinson and Duncan Neill.

### **18. DECLARATIONS OF INTEREST**

None.

### **19. MINUTES**

## **RESOLVED**

The minutes of the meeting of 23<sup>rd</sup> January were agreed as a correct record of the meeting.

### **20. CREATIVE LEARNING ZONE LISTED BUILDING CONSENT**

The Committee received and noted the report on Listed Building Consent for Creative Learning Zone.

### **21. ANY OTHER BUSINESS**

None.

### **22. DATES OF FUTURE MEETINGS**

Noted the dates of future meetings:  
25 October 2018  
29 January 2019

25 April 2019

CHAIR:

Signed by Chair .....

Date .....

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**MINUTES OF THE MEETING OF THE ALEXANDRA PALACE AND  
PARK BOARD HELD ON TUESDAY, 11TH SEPTEMBER, 2018,  
7.30 - 9.45 pm**

**PRESENT:**

**Councillors: Anne Stennett (Chair), Sarah Williams (Vice-Chair),  
Dana Carlin, Nick da Costa, Erdal Dogan, Bob Hare, Jason Beazley,  
Duncan Neill, Val Paley and Nigel Willmott**

**283. FILMING AT MEETINGS**

The Chair referred Members present to agenda Item 1 as shown on the agenda in respect of filming at this meeting, and Members noted the information contained therein'.

**284. APOLOGIES FOR ABSENCE**

Apologies for lateness were received from Val Paley.

**285. URGENT BUSINESS**

There were no items of urgent business.

**286. DECLARATIONS OF INTERESTS**

There were no declarations of interest.

**287. QUESTIONS, DEPUTATIONS OR PETITIONS**

Two questions had been received by Jacob O'Callaghan, which were as follows:

- 1. Do officers consider (with the greatest of respect) that all the non-commercially confidential material in the items 19 and 20 listed as exempt, really needs to be kept secret, in particular the presentation on "branding", according to the criteria in the Local Government Act 1972 s100, and should some of this in any case have been subject to consultation with the APP Conservation Area Advisory Committee and other interested parties?*
- 2. Have there been any developments regarding restructuring the governance of the charity, please?*

A written response had been provided to Jacob O'Callaghan before the meeting and circulated to Board Members including::

*“The branding is for both the charity and the trading subsidiary. It is not in the best interests of either entity for incomplete and unapproved branding proposals to be in the public domain. The marketing decisions of neither entity is subject to consultation with stakeholder committees. We will be more than happy to share our revised branding with our recognised stakeholder committees once the Board has had the opportunity to agree on the revisions.*

*The Council’s Legal team are consulted in the preparation of all reports. Information provided in items 19 and 20 were exempted as defined in Schedule 12a of the Local Government Act 1972; Paragraph 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information).*

*The branding is majority funded by APTL and the Trust’s contribution is a small percentage of the costs of the work. In any case, the element provided by the Trust is charitable not public. The Charity has an obligation to consult the SAC on planning permission. Listed Building Consent is not planning permission and the Trust has not routinely consulted on LBC as the LBC process itself includes a statutory consultation requirement.*

*The Colour Strategy has been withdrawn from this Board meeting and will be presented to the board at a future date.*

*There have been no further developments on governance restructuring at this moment in time.*

## **288. MINUTES**

An Amendment was noted with regard to the draft minutes of the Alexandra Park and Palace Advisory Committee, held on 12 July 2018, where under ‘Appointment of SAC Advisory Urgency Sub-Committee’, Cllr Emery had erroneously been named in place of Cllr Dogan.

### **RESOLVED**

- I. To approve the unrestricted minutes of the Alexandra Palace and Park Board meeting held on 19 July 2018.
- II. To note the draft minutes of the Alexandra Park and Palace Advisory Committee held on 12 July 2018.
- III. To note the draft minutes of the Joint Alexandra Park and Palace Advisory Committee and Alexandra Palace and Park Consultative Committee held on 12 July 2018. – trust has a duty to consult cc on some items.

## **289. CHIEF EXECUTIVE'S REPORT**

The Chief Executive, Louise Stewart, introduced this report for noting which provided an update on current issues at Alexandra Palace and Park as set out.

The Board was notified that:

- The Great Fete was successful in cementing local partnerships and was well received by members of the public.
- A 5<sup>th</sup> October 2018 fundraising deadline had been set for supporters to have their name included on the Donor Board in time for the opening of the Theatre. The Board were encouraged to advocate the fundraising campaign.
- With regard to noise management for the Kaleidoscope Festival and Great Fete that took place on 21<sup>st</sup> July 2018 and 18<sup>th</sup> August respectively, it was noted that a small number of noise complaints regarding both events were made. However, it was acknowledged that all endeavours were made by staff to ensure that noise levels were managed appropriately and, in all cases investigated, noise levels were found to be within the limits of the Park Events.

The Board acknowledged the Green Flag Award achieved again for the Park. The Board also praised the entire staff of Alexandra Palace for their efforts in the restoration of the Theatre and the hosting of the Proms, and noted the positive reaction from performers, especially in relation to the acoustics.

Following discussion, it was noted that:

- Regarding the dog walking signs that had been included in the Park as part of the 'Walk This Way' scheme run by Keep Britain Tidy and The Dogs Trust, they were meant to assist dog walkers by providing on routes that had dog bins well placed at regular intervals to encourage the tidying up of dog waste.
- It was queried how necessary the increased number of new signs and posts were around the Park and that, where possible, the Park should remain a neutral canvass. In response, it was clarified that the intention was not to take away the Park's natural feel but to strike a balance between ensuring that signage was right for customers, and leaving areas as natural as possible whilst also giving the impression that the Park was a managed space. It was important that dog owners were aware that the Park was a managed space as, if not, it might see an increase in the number of dog owners not clearing up after their dogs. There was broad support amongst the Board for the trial and its objectives.
- Alexandra Palace had been shortlisted for the following Live UK Music Business Awards:
  - Best Venue Teamwork (Arena); Campaign Event Awards
  - Best Venue Team; and London Venue Awards
  - Best London Event / Exhibition Venue
  - Best Venue with a View
  - Best Unusual or Unique Venue and Most Versatile London Venue

## **Resolved**

To note the content of this report.

**290. COLOUR STRATEGY**

*This item was withdrawn ahead of this meeting to enable the full Colour Strategy to be finalised. This would also allow time to seek the advice of the Alexandra Park and Palace Statutory Advisory and Consultative Committees on 25<sup>th</sup> October 2018, and then the Alexandra Park and Board on 6<sup>th</sup> November 2018.*

**291. BRAND REFRESH**

The Head of Marketing and Communications, Martin Keane, presented updates on the brand refresh. The Board was informed that the branding of Alexandra Palace had been carefully re-evaluated, taking into account the views of the Board from previous meetings.

The Board noted that, since their inception, the new branding (including the monogram and 'Full Name Logo') had received positive reactions from members of the public on recent marketing literature.

**Resolved**

To approve the brand refresh (further to the presentation in the exempt session of the meeting).

**292. TRUST FINANCIAL RESULTS**

The Director of Finance and Resources, Dorota Dominiczak, introduced this report for noting which sets out the results for Alexandra Park and Palace Charitable Trust for July 2018, including the annual forecast of incoming and outgoing resources.

The Board was informed that, with regard to an update on the latest cash flow forecast for the East Wing Project, the Trust was not in a position to provide this information but would present such an update at the next Board meeting. It was anticipated that there would be a slight increase in cost but the Board was reassured that there was an existing cash fund of up to £600k available to cover this, in the event that it did go over previous estimates. Any increase on the project overspend would need to be made available from the 2019/20 budget.

**Resolved**

To note the financial performance of the Trust.

**293. ANNUAL REPORT ON FABRIC MAINTENANCE PLAN**

The Deputy Chief Executive, Emma Dagnes, introduced this report which summarised the annual review of the Fabric Maintenance Plan and sought the Board's approval to proceed with the recommended priorities. The Board was provided with an overview of the history of the 10-year Fabric Maintenance Plan (developed by the Surveyor to the Fabric, Purcell), which provided a year-by-year framework for spending £14.7m on



building fabric repairs, services repair/renewals, and improved roof access. The Fabric Maintenance Plan broke down different spending areas into sectors, and then into priorities, with full details contained at Item 11, Appendix 1. If the Board wished to discuss the full details of the percentages further, they were invited to do so with the Deputy Chief Executive.

The Board's attention was drawn to the progress of individual sectors to date against the 10-year Fabric Maintenance Plan.

Following discussion amongst the Board, it was noted that:

- With regard to climate control, issues still existed in controlling the variances with a combination of ventilation and heating but this was being addressed.
- There was particular emphasis on prioritising commitments that the Trust was able to afford and that would create long lasting solutions to the problems associated with up keep and maintenance.
- Regarding the progress of the Plan, whilst the targets were underachieved, the Plan was created as a guidance tool in assisting the Trust with determining priorities and the funds required maintain the building in accordance with modern requirements and legislation. The Trust needs to source the funding required to implement the Plan.
- It was possible to revise the scheduling of some of the sectors but life safety systems were being prioritised. The Trust had a duty to ensure that all visitors and staff were safe when at the Palace.
- FMP priorities are built into larger restoration projects such as the East Wing in order to attract necessary funding, that would not be forthcoming if the FMP projects were presented in isolation.
- It was important to communicate the decisions taken by the Trust and ensure stakeholder understood why certain projects were prioritised.

#### **Resolved**

To approve the Fabric Maintenance Plan priorities for 2018/19 presented in the PowerPoint document during the meeting.

#### **294. POLICY REVIEW REGISTER**

The Board considered this report for noting which detailed the Board Level Policy Review Register.

#### **Resolved**

To note the Board Level Policy Review Register and that the annual review of the Safeguarding Policy had been deferred to enable updates to statutory guidance on 1<sup>st</sup> August and 1<sup>st</sup> September 2018 to be considered as part of the review.

#### **295. ANNUAL REVIEW OF WHISTLEBLOWING POLICY**

The Chief Executive introduced this report. It was noted that the review enabled General Data Protection Regulation 2016/679 to be included. . The CEO informed the board the cover sheet would be prepared in the future to clearly identify where and what changes have been made.

Following discussion amongst the Board, it was noted that the policy refers to individuals by their positions rather than the name of individual currently in that post to safeguard against having to make amendments to the policy if such individuals leave.

**Resolved**

To approve the amended Whistleblowing Policy at Appendix 1, subject to the inclusion in the policy of a direct whistleblowing telephone number and email address.

**296. BOARD MEMBERS EXPENSES POLICY**

The Chief Executive introduced this report. It was explained that, as a trustee Board and in accordance with proper governance, it was necessary that board members were made aware of how to claim expenses if incurred during the course of their duties.

Following discussion, it was noted that this was a new policy and that, whilst there was currently no budget set aside for board members expenses as it had not been necessary to date, a budget could be made available if needed in the future.

It was further noted that it was important that the Board had an effective Board Member Expenses Policy that encouraged diversity amongst its members. For example, child care costs could be covered for members with small children and travel fares could be covered for those without the means to fund this.

**Resolved**

To approve and adopt the Board Member Expenses Policy at Appendix A.

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

None.

**298. FUTURE MEETINGS**

6 November 2018  
26 February 2019  
30 April 2019

Noted.

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

**Resolved**

That the press and public be excluded from the meeting for discussion of Items 18 – 22 of the Agenda as they contained exempt information as defined in Section 100a of the Local Government Act 1972; Para 3 - information relating to the business or financial affairs of any particular person (including the authority holding that information).

*Clerk notes – Val Paley was present for the remainder of the session.*

**300. MINUTES**

**Resolved**

To confirm the exempt minutes of the Alexandra Palace and Park Board held on 19 July 2018 as an accurate record of the proceedings.

**301. BRAND REFRESH (PRESENTATION)**

The Board considered exempt information pertaining to Agenda Item 9.

**302. ANNUAL REPORT ON RESTORATION LEVY**

**Resolved**

That the annual report on the Restoration Levy be noted.

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

None.

CHAIR: Councillor Anne Stennett

Signed by Chair .....

Date .....

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# Alexandra Palace

## ALEXANDRA PARK AND PALACE JOINT MEETING OF THE STATUTORY ADVISORY AND CONSULTATIVE COMMITTEES

25<sup>th</sup> OCTOBER 2018

**Report Title:** CEO's Report

**Report of:** Louise Stewart, Chief Executive Officer

Contact: Natalie Layton, Executive Assistant and Charity Secretary  
Email: [Natalie.layton@alexandrapalace.com](mailto:Natalie.layton@alexandrapalace.com) , Telephone: 020 8365 4335

**Purpose:**

This report provides information to the Statutory Advisory and Consultative Committees on planning and policy issues in relation to Alexandra Park and Palace. It also provides additional information on the events programme and a range of activities of the Charitable Trust.

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

N/A

**1. Recommendations**

- 1.1 To note the content of this report, and;
- 1.2 To note the Red Bull Soapbox event times in section 9.

**2. Park Update**

- 2.1 The Park has again achieved the Green Flag Award and the Green Heritage Award. The judge's comments were very positive, "It is credit to all staff and in particular to the Site Manager, Mark, and the volunteers of the Friends of Alexandra Palace Park for their commitment, enthusiasm and aspirations to restore, maintain and develop a treasured historical feature from decay and demise. Congratulations to you all and well done."

Further to this, three silver-gilt awards were achieved in the London in Bloom scheme. These were in the categories of Large Park, Large Conservation area and Heritage Gardens. The judges said "Overall the landscape is being managed and maintained very well against a background of a 150-year-old park with constrained

budgets and increasing visitor demands. So well done to the Park Manager and all concerned with the park's upkeep for achieving the Silver Gilt award."

- 2.2 The ground reinstatement work at the Go Ape course has been completed. Unfortunately, the electrical supply issue has still not been resolved so the temporary cabin and generator are still in place.
- 2.3 We have installed signed routes for dog walkers as part of the 'Walk This Way' scheme run by Keep Britain Tidy and The Dogs Trust. These encourage the positive benefits of dog walking for health and social interaction and include the message about cleaning up after your dog. Additional bins have been placed at key locations along the route.
- 2.4 An annual report on the Park Monitoring Framework is currently being prepared for the Board to consider at its next meeting. The Board approved the framework in November 2017 to monitor damage to the Park during outdoor events. The Board and SAC/CC receive updates on areas of concern throughout the year.

### **3. Pavement parking on Alexandra Palace Way**

- 3.1 Members of SAC/CC may be aware that there has been an issue with groups of drivers parking their vehicles on the pavements of Alexandra Palace Way in the evening. The parking is not caused by the car parks being closed or full but a rather a deliberate gathering of specific individuals.
- 3.2 The security team have been doing what is within their powers to manage the situation. Unfortunately their requests for drivers to leave are often met with refusals.
- 3.3 Whilst the road is classified as a private road, it is used as a public highway which means that the Police have been able to assist to remove these cars when resources have allowed. However this cannot be a permanent solution, it is resource intensive and does not have a long term effect.
- 3.4 We are investigating measures to physically prevent the parking happening. This will be a capital cost to the Charity and will have an impact on the amount of repair and maintenance we can do elsewhere in the Park and Palace.
- 3.5 In the meantime we will continue to use our security and liaise with the Police to do what we can to actively manage the situation.

### **4. East Wing Restoration Project**

- 4.1 BBC Proms - Whilst still in the final stages of the project, the East Court and Theatre were opened for us to deliver a very successful BBC Proms event on 1<sup>st</sup> September. We received many positive comments and were supported by our committed team of volunteers.
- 4.2 Works to the Theatre Proscenium Arch are now complete, and all scaffolding has been removed from the Auditorium. Works to the toilet block and Theatre Foyer are nearly complete and the final elements of decoration and repair in the East Court are well underway. Mechanical and electrical work is in full swing.

- 4.3 The Creative Learning Zone was granted Listed Building Consent by Haringey Council on 08 August 2018 and building will take place in early 2019. Learning activity will continue to take place in the Transmitter Hall and other parts of the Palace in the meantime.
- 4.4 As part of the wider interpretation strategy, the newly refurbished East Court will house an exciting and contemporary art installation. A Listed Building Consent application for this artwork has been granted by Haringey Council.
- 4.5 A third Listed Building Consent application is currently being prepared. Building on the decisions made on the East Wing, a site-wide Colour Strategy is being prepared. An initial report was circulated to SAC and CC members in September but the Colour Strategy will be further developed and presented to the Committees at their next meeting in January 2019.

## **5. Creative Learning**

- 5.1 The Creative Learning team are currently developing projects that align with the opening of the East Court and Theatre, including: BBC Proms Learning Event (Theatre), Home for Christmas as part of the Christmas Carnival (East Court) and Little Inventors (Interpretation Structure).
- 5.2 Christmas Carnival - Creative Learning are programming activities that will welcome communities to the East Court with Christmas craft activities, festive themed talks, family sensory play, and carol singing showcasing community choirs based in Haringey.
- 5.3 Home for Christmas - is a series of commissions which forms part of the Christmas Carnival activities that asks artists to work with communities exploring 'notions of home' - a sense of belonging, people, places and things.
- 5.4 We have also been working on a project for families to interact with our history whilst spending time in the East Court, to align with the opening exhibition theme of aeronautics and invention. Working with Dominic Wilcox's company Little Inventors we will set families and schools world-wide an invention challenge. We envisage a resource that would fully embrace Alexandra Palace itself as a building, as an exemplar of inventiveness and as a beloved landmark of its community. It would celebrate the soaring spirit of the adventurers and aeronauts (travellers in hot-air balloons and air crafts) of the Palace's past to inspire the children of today to start on their very own inventive journey.
- 5.5 Open House 2018 developed into a two day event. On Saturday 22<sup>nd</sup> September staff-led talks and sneak-peak tours of the East Court and on Sunday 23<sup>rd</sup> a programme of 10 x volunteer-led tours took place of the basements and East Court. 216 visitors attended the tours and talks over the two days (72 on Saturday, 144 on Sunday).
- 5.6 Black History Month - Creative Learning is working in partnership with Tate Britain on a GLA funded project that links young creatives with artist Carlene de Sozer as she works on a piece dedicated to the inspirational BAME ((British English) black and minority ethnic) women from Alexandra Palace history.

## **6. West Yard Storage Building**

- 6.1 Despite delays to the completion of the project we are now using the new storage area of the building in the West Yard.
- 6.2 Installation of windows and curtain walling is nearing completion and we are waiting a date for delivery of the external gates, to be programmed around the busy events schedule.
- 6.3 Some design issues are yet to be finalised, particularly with the drainage and the external ramp, which is expected to affect the North Yard until Christmas, however, the West Yard works, including office and North West Tower, should be complete by November.

## **7. Brand Refresh**

- 7.1 The Board approved the Alexandra Palace brand refresh on 11<sup>th</sup> September. The new look and feel has been tested on events like The Great Fete and Fireworks and has received positive feedback.

## **8. Events and noise management**

- 8.1 Kaleidoscope Festival was well attended on Saturday 21<sup>st</sup> July with a turnout of 8,000 people. 11 complaints relating to the event were received: two of these were due to noise during build-up for the event on 19<sup>th</sup> July and the sound check on 20<sup>th</sup> July. One complaint was followed-up by email after the event and another related to concerns that people might hang-around the Park after the event. The 7 complaints received on the day resulted in noise monitoring visits to the affected areas. In all cases noise levels were found to be within the limits of the Park Events Licence.
- 8.2 The Great Fete took place on 18<sup>th</sup> August. The Park welcomed thousands of people to enjoy music, food, dance and theatre workshops. There were 4 noise complaints received during the headline act. In all cases noise levels were found to be within the limits of the Park Events Licence. The Park was returned to its normal state by Monday 20<sup>th</sup> August with no lasting damage to the parkland.
- 8.3 The Fireworks Festival will take place on Friday 2<sup>nd</sup> and Saturday 3<sup>rd</sup> November. Alexandra Palace Way will be closed from 8pm on Thursday 1<sup>st</sup> November and reopen at 7am on Sunday 4<sup>th</sup> November. The W3 bus will be on diversion over this period and surrounding streets will be closed, except for resident access, on Friday 2<sup>nd</sup> and Saturday 3<sup>rd</sup> November. Following concerns raised by residents of Redston Road about last year's event, we have further clarified the access arrangements and enforcement process.

Full details are attached at appendix 1



8.4 Table of noise complaints calendar Year to Date:

Month	Event	No. of complaints
July	Kaleidoscope Festival	11
August	The Great Fete	4
<b>Total number of complaints received to date (2018/19 1<sup>st</sup> Apr-31<sup>st</sup> Mar)</b>		<b>15</b>

**9. Red Bull Soapbox**

- 9.1 The Red Bull event is returning on the weekend of 6<sup>th</sup> - 7<sup>th</sup> July 2019.
- 9.2 This time, however, the organisers are proposing a delay of 2 hours to the start and finish time of the event in order to alter the demographic slightly and attract more 16-24 year olds to the event. This means the event will start at 2pm/2.30pm and end at 8pm/8.30pm, instead of 12pm to 6pm.
- 9.3 The team have assessed the event management implications of this and it is proposed that, if the event is to end 2 hours later, it would be preferable for the event to be held on a Saturday, rather than a Sunday.
- 9.4 This means that Alexandra Palace Way will be closed an evening earlier than previous years, from 9pm on Thursday 4<sup>th</sup> July 2019 (instead of noon on Friday 5<sup>th</sup> July) but in turn, the road would reopen slightly earlier at 8am on Sunday 7<sup>th</sup> July 2019 (instead of 5am on Monday 8<sup>th</sup> July 2019).
- 9.5 The event management assessment has not yet concluded but the new later start time will still be necessary if the event remained on the Sunday.

**10. Legal Implications**

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

**11. Use of Appendices**

Appendix 1 - Fireworks Road Closure and Access arrangements

## **Appendix 1 to CEO's Report to SAC/CC**

### **ROAD CLOSURE DETAILS**

#### **Alexandra Palace Way:**

Alexandra Palace Way closed: 20:00 on Thursday 2nd until 07:00 on Sunday 4th November.

#### **Bedford Road:**

Bedford Road parking controls: 09:00 on Friday 2nd until 07:00 on Sunday 4th November.  
Bedford Road closed: 15:00 – 23:00 on Friday 2nd and 14:00 – 23:00 on Saturday 3rd November.

#### **Buckingham Road:**

Buckingham Road closed from junction with Palace Gates Road and Park Avenue: 21:20 – 22:20 on Friday 2nd and 20:20 – 21:20 on Saturday 3rd November.  
During these times a diversion will be in place via Durnsford Road and Bounds Green Road.

No access will be available during these times to residents on the following roads:

- Bridge Road
- Dorset Road
- Saint Michaels Terrace
- Terrick Road

### **VEHICLE ACCESS PERMITS**

#### **Buckingham Lodge:**

Buckingham Lodge residents will be issued with x2 vehicle access permit if they need access to their car park from 16:00 – 22:00 on Friday 2nd and Saturday 3rd November.

#### **Additional vehicle access permits:**

If you are a resident of the following roads, you will require a permit for access between 14:00 - 23.00 on Friday 2nd and Saturday 3rd November:

- |                 |                     |
|-----------------|---------------------|
| • Baden Road    | • Park Avenue North |
| • Clovelly Road | • Priory Avenue     |
| • Danvers Road  | • Redston Road      |
| • Linzee Road   | • Warner Road       |

For properties on the roads listed above x2 vehicle access permits per property have been included with this letter to allow access for residents to park.

If you have any questions please call 020 8365 2121 between 09:00 – 17:00 Monday to Friday.

#### **Additional parking suspensions:**

There will also be parking suspensions in place at key points on the following roads.  
Please check signs on roads for timings and dates.

- |                       |                |
|-----------------------|----------------|
| • Albert Road         | • Park Avenue  |
| • Alexandra Park Road | • Park Road    |
| • The Avenue          | • Station Road |
| • Buckingham Road     |                |
| • Newland Road        |                |
| • Nightingale Lane    |                |
| • Palace Gates Road   |                |

## **PARK ACCESS AND TRANSPORT INFO**

### **Park Closures:**

The majority of the park will be closed from 20:00 on Thursday 1st November until 07:00 on Sunday 4th November; this will also include Alexandra Palace Way.

### **Open areas:**

The Grove will remain open as normal throughout the build-up and event periods. The children's playground area will remain open on Friday 2nd and Saturday 3rd from 07:00 – 12:00noon. Please see map attached.

### **Event Site Access:**

You must have a ticket to access the park during event times. Ticket holders can access the park for the festival via the nominated entrance gates.

Please note the following gates will not be open during the event for safety reasons to manage the flow of customers onto site:

- Newland Road
- North View Road
- Springfield Avenue

### **Set up and breakdown periods:**

The build period will start on Monday 29th October. We will ensure that there is minimal disruption to the park during this time. Breakdown will begin after the event close on Saturday.

We will open the park at 07:00 on Sunday 4th November, please note that on this day we will be cleaning the park and it may be necessary to close small areas to facilitate this.

### **Noise Disturbance**

Fireworks can be noisy at times, but we will ensure that where possible noise levels from the event as a whole are kept to a minimum (and on any event to within the permitted limit).

There will be independent sound monitoring at key points throughout the park. If you would like to report a noise problem or any other issue during the event please contact us on 020 8365 2121.

### **Transport:**

The W3 bus will be on diversion from 20:00 on Thursday 1st November until 07:00 on Sunday 4th November whilst the park is closed. Please visit our website or visit [www.tfl.gov.uk](http://www.tfl.gov.uk) for more information.

During this time, there will be no through access across the Park for the W3 bus or to Alexandra Palace station.

There are no planned diversions for the 184 bus.

Alexandra Palace station will be very busy from 17.00 each night of the Festival. The Piccadilly Line from Wood Green will be running a regular service

Fireworks Festival - Map of Alexandra Park

