

NOTICE OF MEETING

ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE

**Tuesday, 29th January, 2019, 7.30 pm - The Londesborough Room,
Alexandra Palace Way, Wood Green, London N22**

Members: Councillors Lucia das Neves, Josh Dixon, Scott Emery, Justin Hinchcliffe, Adam Jogee, Khaled Moyeed, Yvonne Say and James Chiriyankandath

Statutory Members: David Frith, Jane Hutchinson, Jason Beazley (Chair), Jim Jenks, Duncan Neill, Ken Ranson, Elizabeth Richardson and Kevin Stanfield

Quorum: 3 Council Members and 3 Statutory Members

1. **FILMING AT MEETINGS**

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2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

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

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

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

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

4. MINUTES (PAGES 1 - 8)

- i) To approve the minutes of the Advisory Committee held on 25th October 2018.
- ii) To receive the draft minutes of the meeting of the Alexandra Palace and Park Board held on 6th November 2018 to be noted.

5. CEO'S REPORT (PAGES 9 - 34)

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.

6. ANY OTHER BUSINESS

7. DATES OF FUTURE MEETINGS

To note the dates of future meetings of the Advisory Committee as follow:

25th April 2019

Glenn Barnfield
Tel – 020 8489 2939
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Bernie Ryan
Assistant Director – Corporate Governance and Monitoring Officer
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PUBLICATION DATE

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MINUTES OF THE MEETING OF THE ALEXANDRA PARK AND PALACE ADVISORY COMMITTEE HELD ON THURSDAY, 25TH OCTOBER, 2018, 8.30 - 9.00 pm

PRESENT: Councillor Lucia das Neves, Councillor Josh Dixon, Councillor Scott Emery, Councillor Justin Hinchcliffe, Councillor Khaled Moyeed, Councillor Yvonne Say, Councillor James Chiriyankandath, Jane Hutchinson (Advisory Committee Member), Jason Beazley (**Chair**), Jim Jenks (Advisory Committee Member), Duncan Neill (Advisory Committee Member), Ken Ranson (Advisory Committee Member), Elizabeth Richardson (Advisory Committee Member), Kevin Stanfield (Advisory Committee Member)

23. 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'.

24. APOLOGIES FOR ABSENCE

Apologies for absence were received from David Frith.

Apologies for absence were also noted from Cllr Jogee.

25. DECLARATIONS OF INTEREST

There were no declarations of interest.

26. URGENT BUSINESS

There were no items of urgent business.

27. MINUTES

Noted and adopted the changes recommended by the Joint Meeting of the Alexandra Park and Palace Statutory Advisory Committee and the Alexandra Palace and Park Consultative Committee.

Further minor amendments were suggested to pages 1 and 13 – remove '*also present*', and page 2 – remove '*as well as*' in item 15.

RESOLVED

- i. To approve the minutes of the Advisory Committee held on 12 July 2018.
- ii. To receive and note the draft minutes of the meeting of the Alexandra Palace and Park Board held on 11 September 2018.
- iii. To receive and note the draft minutes of the meeting of the Alexandra Palace and Park Panel held on 12 July 2018.

28. CEO'S REPORT

The Committee adopted and emphasised the comments made at the joint meeting of the SAC/CC. The Committee raised the following additional points for the Board to consider:

- Some local residents had not received the Fireworks Festival leaflet. The Committee stressed that it was important that information on leaflets was correct.
- Reiterated praise for Kaleidoscope Festival but noted that ticket prices had been initially high before a discount was offered to local people. Tickets should be advertised more and discounts made for over 65s and vulnerable. The CEO reminded the Committee that whilst pricing was taken into consideration, the trading subsidiary needed to generate income.
- Praise received from local residents for Kaleidoscope Festival and The Great Fete.
- Discounts or special rates should be explored for those local residents who supported but were unable to afford tickets, or who tolerated the impact of events. The CEO noted that free tickets had been provided to local primary schools for Kaleidoscope Festival and The Great Fete was a free event.
- The Committee felt an insufficient number of traders during Kaleidoscope led to a shortage of food at events and recommended utilising local businesses more. The CEO confirmed that local businesses had been used, where possible, and encouraged the Committee Members to recommend particular traders.
- Noted that when event goers left Alexandra Palace, some were intoxicated and there had been reports of urination in gardens. The CEO responded that measures could be put in place to limit this but it was important for local residents to report where such instances occurred.
- Residents had also experienced instances of cars being scratched and litter left on roads following events. The CEO advised there was a limit to what the Trust was able to do and residents should report damaged property to the police as it was a criminal offence.
- The Committee felt that an event to celebrate the opening of the East Wing was important for local residents. The CEO noted that such an event would cost money but the Christmas Carnival was open to local residents. The CEO confirmed that dates for the Christmas Carnival would be available once they had been fixed (7-16 Dec).
- Felt the BBC Tower should be commercialised and used as a café or restaurant to make the most of the view it provided and asked the Board to consider ensuring that the Tower was accessible to the public.

- Noted it would be useful for the West Tower to be used for meetings.
- Reserved its comments on the Brand Refresh until further details were released.
- Praised Appendix 1 (Road Closure Details) and recommended wider circulation. The CEO noted cost was an issue but for those outside of the catchment area, residents could be informed via email by opting into receiving that information.
- The CEO further informed that the Trust would clarify the issue with 184 bus diversion.

29. NEW ITEMS OF URGENT BUSINESS

None.

30. DATES OF FUTURE MEETINGS

Noted the dates of future meetings:

CHAIR: Jason Beazley

Signed by Chair

Date

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**MINUTES OF THE MEETING OF THE ALEXANDRA PALACE AND
PARK BOARD HELD ON TUESDAY, 6TH NOVEMBER, 2018, 7.30
- 9.00 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**

304. FILMING AT MEETINGS

Noted.

305. APOLOGIES FOR ABSENCE

None.

306. URGENT BUSINESS

None.

307. DECLARATIONS OF INTERESTS

None.

308. QUESTIONS, DEPUTATIONS OR PETITIONS

The Chair advised that questions had been received, however they had not met the deadlines as set out in Part 4, Section B, paragraph 29.2 of the Council's Constitution.

309. MINUTES

RESOLVED that the unrestricted minutes of the Alexandra Palace and Park Board held on 11 September 2018 be approved as an accurate record of the meeting.

The Clerk advised the Board that the draft minutes of the Alexandra Park and Palace Advisory Committee, and of the joint Alexandra Palace and Park Consultative Committee, and Alexandra Park and Palace Advisory Committee held on 25 October 2018, were not available for noting. Draft minutes would be published on the Council's website once cleared.

310. CEO'S UPDATE

Louise Stewart, Chief Executive, Alexandra Palace, advised that there was no business to update.

311. FINANCIAL RESULTS

Dorota Dominiczak, Director of Finance and Resources Alexandra Palace, introduced the report as set out. There were no concerns in relation to the 2018/19 unrestricted funds and cash-flow. There was some pressure on APTL to deliver profit in 2019/20.

Officers responded to questions from the Board:

- A detailed breakdown of support and legal costs could be provided to the Board.
Action Dorota Dominiczak
- The Trust received £1.7m in Gift Aid from the trading subsidiary, in the current financial year. (note this is from profits obtained from trading in 17/18)
- The cash flow (from the Haringey grant, and Gift Aid) had been designed so that there was a consistent level of funds throughout the year.
- The deadline for completion of the West Yard project was the end of November 2018.

RESOLVED that the financial performance of the Trust and the pressure on the 2019/20 Trust budget be noted.

312. FEEDBACK FROM THE CHAIR OF THE FINANCE, RESOURCES, RISK AND AUDIT COMMITTEE (FRRAC)

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. There was some discussion at the FRRAC meeting in relation to appointing an advisory member, and it was noted that any appointment would need to be approved by the Board. A role description and outline of the appointment process would be circulated to the next Board meeting. **Action: Louise Stewart**

RESOLVED that:

- i. **The reviewed FRRAC Terms of Reference be approved;**
- ii. **The recommendations in the Cost of Living report be approved;**
- iii. **The amended Safeguarding Policy be approved;**
- iv. **The Pay Structure and Pay Policy be approved; and**
- v. **The update to the Strategic Risk Register (Trustee information pack) be approved.**

313. FRRAC TERMS OF REFERENCE

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. It was noted that there was a typo at paragraph 3 of the covering report, which referred to '1.1f' above – this referred to the original FRRAC report, and Members were requested to ignore this. There had also been additional amendments to the report since the FRRAC meeting in relation to additional wording setting out FRRAC's role in internal audit and internal financial controls.

RESOLVED that the proposed amendments to the Terms of Reference of the Finance, Resources, Risk and Audit Committee, and the Committee's proposed new name, which includes the word 'resources'.

314. COST OF LIVING AWARD

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. There was a legal obligation to match the NJC award, and the Trust would be mirroring the Local Authority's procedures.

RESOLVED that the cost of living increase of 2% for all APPCT employees backdated to 1 April 2018 and a further 2% with effect from 1 April 2019 be approved.

315. ANNUAL REVIEW SAFEGUARDING POLICY

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out.

RESOLVED that

- i. The amendments to the Safeguarding Policy be approved, and the Chair of the Alexandra Palace and Park Board be authorised to sign the reviewed Safeguarding Policy on behalf of Alexandra Park and Palace Charitable Trust; and
- ii. The Charity Commission's Regulatory Alert on Safeguarding, published on 19 December 2017, be noted.

316. ANNUAL REPORT ON OUTDOOR EVENTS MONITORING FRAMEWORK

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. Members of the Board commented that the clean up after events was thorough and carried out quickly, which was good to see. Councillor Hare requested a copy of the soil analysis report carried out in November 2017, as referred to in paragraph 6.1 of the report. **Post meeting note: action completed.**

RESOLVED that the Outdoor Monitoring Framework results be noted.

317. ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT

None.

318. FUTURE MEETINGS

26 February 2019
30 April 2019

319. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that the press and public be excluded from the meeting for consideration of agenda items 17-20 as they contain exempt information as defined in Section 100a of the Local Government Act 1972; Para 1 – information relating to any individual, Para 2 – information which is likely to reveal the identity of an individual and Para 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information).

320. EXEMPT - MINUTES

RESOLVED that the exempt minutes of the Alexandra Palace and Park Board held on 11 September 2018 be approved as a correct record.

321. EXEMPT - PAY REVIEW

The recommendations in the report were approved.

322. EXEMPT - FEEDBACK FROM THE CHAIR OF THE ALEXANDRA PALACE TRADING COMPANY (APTL)

The recommendations in the report were approved.

323. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT

CHAIR: Councillor Anne Stennett

Signed by Chair

Date



**ALEXANDRA PARK AND PALACE JOINT MEETING OF THE STATUTORY
ADVISORY AND CONSULTATIVE COMMITTEES**
29th January 2019

Report Title: CEO's Update

Report of: Louise Stewart, Chief Executive Officer

Contact: Natalie Layton, Executive Assistant and Charity Secretary
Email: 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 provide advice and feedback to the Board for consideration on:
 - i. the information on car park charging;
 - ii. the proposal to implement a commercial dog walking licence scheme;
 - iii. the draft Colour Framework.

2. Consideration of charging for car parking at Alexandra Palace

2.1 The Trust is considering the possibility of charging for car parking at Alexandra Park and Palace and in 2019 will be undertaking work to develop a proposal for the Trustee Board to consider.

2.2 The Trust will undertake formal consultation in due course but at this stage we wish to make SAC/CC aware of the work and to seek input from both committees to understand any areas of concern at this early stage. We have anticipated the most obvious questions that the committees may have at this stage and provided answers below, but we welcome any further questions and points that committee members may wish to raise.

2.3 Why is the Trust considering charging for car parking?

- a. The primary reason for introducing parking charges is to generate income to cover the costs of the Trust in providing facilities and services for visitors. Alexandra Park and Palace is unusual both as an event venue and as a site open to the public for general recreation, in that the car parking provided is free of charge.
- b. The Trust's financial position requires it to generate more income to continue delivering its charitable purposes. The Trust plans to generate more income through increasing our fundraising efforts, developing our leisure, entertainment and recreational activities and bringing more spaces back into use. We continue to investigate opportunities to reduce our costs and overheads, for example through investment in energy efficiency to reduce our utility bills.
- c. However these measures alone will not be sufficient to meet the increasing costs of labour, goods and services. The Trust believes that charging for car parking will:
 - generate funds to deliver our purposes including maintaining and improving infrastructure and security
 - offset the cost of managing the car parks on a daily basis
 - deter anti-social behaviour, which risks harm to the park and building (and to staff and the public)
 - Manage demand and deter misuse of the facilities for which the charity incurs costs and gains no benefit e.g. commuters using the parking facilities as park and ride facilities, local residents using the parking facilities as overflow residential street parking
- d. In addition charging may further encourage the use of public transport by visitors.

2.4 Is the Trust, as a charity, allowed to charge for car parking?

- a. There is no implied or express general power to charge for car parking apart from with respect to a particular part of the site, but the necessary authority can be granted by the Charity Commission.
- b. Car park charging has been considered by the Trust before. Previous correspondence with the Charity Commission stated that it would be possible to grant permission under the powers of the Charities Act and that permission could be granted without a need to change the Alexandra Park and Palace Act.

- c. The conditions of the Charity Commission would need to be met for permission to be granted. It is understood that the Commission will wish to be satisfied that a reasoned assessment of the general need for and the appropriateness of the proposed method of charging and management of the parking facilities have been considered. It is likely that they will expect a broad consultation to have taken place in making this reasoned assessment.
- d. The concept of charging for car parking does not in principle conflict with the objects of the charity. However, the Trustee Board and the Charity Commission will be concerned that any proposal to charge does not unduly deter the public from using the site.

2.5 What will the charges be?

The work to determine the pricing structure and levels has not yet commenced. The Trust will be taking into consideration different user groups and their usage habits to make charges as fair as possible, whilst managing demand for spaces.

2.6 What will the money generated be used for?

- a. As with all income generated by the Trust, it will be used for delivering our charitable purposes of repairing, restoring and maintaining the Park and Palace for the enjoyment of the public.
- b. In particular we hope to be able to undertake investment to better maintain and improve the existing parking facilities.
 - fund maintenance works to mitigate risk of damage or injury claims
 - update the layout to improve safe operational use of different users (pedestrians and vehicles) and provide a better visitor experience
 - fund improvements in infrastructure to provide more secure car parking and deter crime and anti-social behaviour e.g. barriers, signage, lighting, CCTV, automatic number plate recognition (ANPR).

2.7 Are you intending to expand car parking on site?

There is no proposal to increase the surface area of car parking on site. We will be considering the long term projections for car usage in the work we undertake. There is the possibility of including electric vehicle charging points as part of the car park improvements.

2.8 Who will manage car parking on site?

We will be considering the options for this, to determine the most appropriate operating model that will deliver effective outcomes for the Trust and our beneficiaries.

2.9 When will the SAC and CC be consulted?

We do not yet have a timetable for consultation. It is expected to be in 2019. The consultation plan will ensure that consultation with the SAC and CC is undertaken prior to any recommendation to the Trustee Board for decision.

3. Potential to introduce commercial dog walking licence scheme

- 3.1 The Trust makes a charge for all commercial uses of its premises e.g. to personal trainers/fitness professionals; to event organisers; 'professional' photographers and film makers and the Trusts own trading subsidiary, Alexandra Palace Trading Limited.
- 3.2 To date commercial dog walkers have not been charged a fee. This is an anomaly that the Trust is considering how and when to address. It is also a potential breach of the byelaws and our charitable duties, as it could be considered that the charity is allowing the charitable assets to be used for a commercial gain with no discernible benefit for the charity.
- 3.3 It is increasingly the norm for charges to be made for commercial dog walking. The Royal Parks for example have charged since 2013. The increase in commercial dog walking in the park has been noted by park visitors, local residents and some of the existing commercial dog walkers, who have used the site for several years.
- 3.4 Whilst it is only fair that businesses benefitting from use of the park contribute to its upkeep, it is unlikely that the scheme will be a significant income generator for the Trust. However there are other benefits to the Trust, including:
- a) The opportunity for the Trust to set a code of conduct for commercial dog walkers, outlining expectations of behaviours and standards of conduct.
 - b) Enabling the Trust to manage the level of commercial dog walking on site, in order to manage the balance of different types of use.
 - c) Increasing the Trusts ability to mitigate risk on site by ensuring the dog walkers have appropriate levels of insurance. This provides additional measures to the benefit of all park users in case of a negative incident.
- 3.5 We intend to consult commercial dog walkers currently using the site to assist us in developing an effective scheme. There is no timetable for consultation at this stage, but it is likely that this would take place in 2019.
- 3.6 If implemented the scheme could:
- operate similarly to the fitness professionals licence scheme
 - allow up to 6 dogs to be walked at a time by one dog walker
 - initially provide for 10 licences
 - be available to sole trader dog walkers and larger businesses
 - prioritise local dog walking operators where possible i.e. proximity to the Park

4. Colour Framework

- 4.1 In August 2018, Patrick Baty, a well-renowned historic paint specialist, was commissioned to undertake a focussed piece of work to assist in the decision-making process of choosing a new paint palette for the East Court.
- 4.2 His findings were useful, and helped to inform the final colour choices and it is now important to build on this work to ensure that a degree of consistency and coherence is applied when it comes to making other decisions on colour and decoration.
- 4.3 This work covers the whole of the Park and Palace (Appendix 1) and creates a framework for decision-making for all projects that involve colour alterations or renewals of colour that affect the internal and external appearance of the Park and Palace.
- 4.4 Identifying a set of Principles on the use of colour and an Implementation Approach, the Colour Framework requires all projects to consider the historic colour references in order to validate decision-making, and to ensure that there is careful consideration of the wider site context as well as the use of individual spaces, so as to create a clear identity for the Park and Palace.
- 4.5 The Patrick Baty and Donald Insall reports can be made available upon request and copies will be available at the meeting.

5. Park Update

- 5.1 A new Tree and Woodland Management Plan is being created. Its purpose is to set out a coherent and consistent approach to the management of trees on site for the benefit of the Charity, its operations and for nature.

5.1.1 More specifically:

- to acknowledge the value and benefits provided by the Trees in Alexandra Park and the risks they present and the risks they are faced with
- to set clear guidelines to ensure a consistent approach for managing the tree stock in Alexandra Park
- to set out a clear plan of action for the future

- 5.1.2 The document will contribute to the combined efforts and understanding of all staff, stakeholders and neighbours to assist in the good management of the Park and its trees.

5.1.3 Four aims have been developed in the emerging document:

- Aim 1** To uphold and maintain the trees and woodland as natural heritage and designed heritage of the Park
- Aim 2** To ensure there is a resilient and age-balanced tree stock for the future
- Aim 3** To maintain and enhance the biodiversity of the site (& the contribution to the wider area)
- Aim 4** To protect and enhance the views, sightlines and open space

...with consideration for

- the primary purposes to enable public recreation, enjoyment and education
- and the management and operational requirements

5.1.4 There are a number of objectives and actions being developed to deliver each aim and these cover subjects such as determination of management zones (including view management), developing a boundary management plan, reviewing threats from pests, diseases and climate change.

5.1.5 A workshop was held with a small group of members of the Friends of Alexandra Park to discuss the emerging principles of the document at a strategic level. One outcome of the workshop was a draft plan of tree and woodland management zones across the site, the categories are as follows:

Zone type	Description
Open space	Grassland area with no trees, or a few 'in-field' trees
Parkland	Grassland area with individual trees and small copses
Scrub	Scrub area with few mature trees
Woodland	Wooded area with over 75% canopy cover
Heritage	Historic features, avenues, arboreta
Landscaping	More formally designed areas (often dating from 1970-80s)
Orchard	2016 orchards
Buildings & Hardstanding	Buildings, car parks etc

The next stage in the process is to develop broad management guidelines for a representative set of zone-types, to commence in 2019.

5.1.6 The current tree safety management process comprising proactive surveys and reactive work will continue.

5.2 Initial work has been carried out to map the hierarchy of routes and trails to, through and within the Park and Palace site. These routes include the vestiges of the original 1863 layout, current roads and paths, commuter routes, cycle routes, desire lines and possible future needs.

As this work progresses, the routes will be categorised to help long-term planning for funding bids to enable maintenance and improvement works.

5.3 There is an ongoing issue of people dumping household waste in the Park, either at the rear of properties or near the Park entrances. There are much better ways of using the Charity's resources than collecting and disposing of household waste. Please feedback the message to the membership of your local residents associations that the Council's doorstep collections should be used to dispose of household waste. It should not be dumped in the Park for disposal by the Charity.

6. East Wing Restoration Project

6.1 The works to the East Court and Theatre were completed in November and the spaces opened to the public on 1st December 2018. Secured by Design Accreditation was awarded on 26th November, in accordance with planning condition no11.

- 6.2 The Contractor still has a number of ‘snags’ to complete and there are some items that require repairs or additional works. The Contractor returned in early January to complete these works, alongside a number of Palace-led works. The East Court and Theatre were closed 02 January – 31 January to allow all these works to take place.
- 6.3 The final account for the Main Works is being discussed and it is expected to be completed in the New Year.
- 6.4 The Creativity Pavilion is expected to be installed by the end of 2019.

7. East Court & Theatre

- 7.1 The East Court represents an exciting opportunity for the Palace and offers a new space for people to enjoy throughout the day. Open from 10:00, customers will be able to visit the East Court and enjoy a selection of food and drinks from the new East Court café (expected to open in 2019).
- 7.2 A small range of Alexandra Palace branded retail products are available for sale in the East Court with proceeds supporting the work of the charitable trust. The current range include refillable bottles and coffee cups, notebooks, tote bags and pencils.
- 7.3 Alongside support from charitable Trusts and Foundations and corporate donations from our suppliers, over 2,000 individuals (including members of the public) made a donation towards the THEATRE BACK TO LIFE campaign. Everyone who gave £25 or more was offered the opportunity to have their name included on the Donor Board, now installed in the East Court. We continue to welcome donations, especially those who wish to name available seats in the Theatre. We envisage the Donor Board being updated in spring 2019.
- 7.4 People from Haringey were amongst the first to showcase their talents in the newly restored Theatre. The opening weekend started with performances from Haringey Shed Choir, and the BBC Proms Learning invited the families of Haringey to form an orchestra in a day by working with musicians from the BBC Symphony Orchestra and the Royal College of Music. The results were performed in the Theatre and recorded for broadcast on BBC Radio 3.
- 7.5 This was followed by the ‘Alexandra Palace Festive Take Over’ on 2nd December where Haringey Music Service showcased musical talent from across Haringey schools.
- 7.6 The launch of the Theatre has been incredibly well received with strong ticket sales across the diverse range of events. ‘Horrible Histories – Horrible Christmas’ performed well and several shows sold out including. Dylan Moran, Letters Live and two nights from legendary jazz club Ronnie Scotts. We have also announced the Palace’s first ever theatre co-production – “Richard III”, co-produced with Headlong and Bristol Old Vic, with ticket sales going well.
- 7.7 The Christmas Carnival saw Christmas craft workshops, festive themed talks, family sensory play, Santa’s grotto and carol singing, showcasing Haringey based community choirs. Highlights included Candoco Dance Company, a contemporary dance company of disabled and non-disabled dancers.

- 7.8 The theme of 'Home-Made' brought together a series of performances and commissions, where artists have worked with communities, exploring 'notions of home' - a sense of belonging, people, places and things. Artist Christine Ottonello worked with local charities such as the homeless charity Accumulate to design an installation based on how different cultures make/give gifts.
- 7.9 By the end of December 2018 more than 30,000 people came through the East Wing including sell out shows in the Theatre for Letters Live and Ronnie Scott's Presents.

8. Creative Learning

- 8.1 Our learning programme has been designed to make the venue welcoming to a diverse audience, to deliver creative and enjoyable experiences and is supported by a philosophy of openness and sharing of ideas. Whilst relatively new it is in full operation and we continue to review and test its reach and impact to shape our future programme and identify future funding to support its ongoing delivery.
- 8.2 We have recently completed an extensive mapping exercise to capture the scope and reach of our provision and to identify areas that are not currently engaging with our programmes. As a result our schools programmes have been developed to amplify and extend the reach of our work. Activities coming up include...
- **Biblio-buzz** – Alexandra Palace Children's Book award, designed to improve literacy levels and encourage Year 5, 6 & 7 across Haringey to read more. Participating schools will work with their librarians to promote reading for pleasure both individually and as groups. At the final ceremony the shortlisted authors will run workshops and sign books, with the children attending voting for their favourite title. Creative Learning are delivering this programme in partnership with the Haringey Library Services who will run reading based activities and promote the awards across all libraries in the borough.
 - **Little inventors** will ask primary children to utilise their invention and creativity to respond to three challenges set by the Creative Learning team. Schools can participate in the programme at sessions delivered at the Palace or online. Primary school children across the world will be able to respond to the invention challenge.
 - **Speech Bubbles** - With over 190 languages spoken locally, we are conscious that we need to use creativity as a tool to support language development for primary school children during this crucial stage in their language development.
 - In 2019 Creative learning will invite schools to take advantage of Speech Bubbles, which will be a creative intervention using drama to support 5-7 year olds with Speech, Language and Communication Needs (SLCN) to develop their communication skills, confidence and wellbeing. Programmes will be delivered in schools across the borough removing any barriers for schools who might find travelling to the Palace a challenge.
 - This programme will deliver weekly drama sessions led by school trained artists who will be working with a member of school staff. As well as promoting creativity, Speech Bubbles will create a safe and fun environment to practise receptive, attentive and expressive skills, which form the basis of communication and help children to socialise and learn.

9. West Yard Storage Project

- 9.1 The works to the main building and North West Tower are substantially complete with 'snagging' works and defects being attended to. The new West Yard security gates are complete and working.
- 9.2 The Works will be completed in February 2019 when the goods lift ramp and surface water attenuation tanks are installed in the North Yard. Contracts for the goods lift are presently being issued and installation will be completed around Easter 2019.
- 9.3 There are some outstanding matters such as a control panel for the gates and external road treatment that may be the subject to amendments to or a new Listed Building Consent.

10. Events and noise management

10.1 Fireworks

- 10.1.1 The fireworks festival was a huge success in 2019, with more than 90,000 tickets sold, very few minor medical incidents and no reported crime.
- 10.1.2 The event program consisted of a giant talking head, large bonfire, 20 minute firework display, Ice Skating, music and food across the site and a bier festival in the venue. We also hosted Circus Bijou who added a circus element into the event in the lower field. This allowed the venue to work closely with some local community group who performed in apiece alongside the circus performance. A local Haringey choir also performed alongside the circus performance which was sourced by the venue team.
- 10.1.3 There were no major impacts on the Park which was cleared and returned to normal use within 48 hours. Minor improvements around supplier clearing-up were highlighted and the Events and Park Managers will be meeting to discuss.

10.2 Darts

The annual darts event took place in December. This year there were 6 more sessions which equated to a total crowd of 60,000. In response to local feedback last year measures were put in place to closely manage the egress of all those arriving and leaving the event within the parkland / south terrace. In total we received 6 complaints relating to darts from 3 local residents. The licencing team responded to one of the complaints copied to them with clear support for the new measures. The Licensing Team also received a letter of support.

10.3 Christmas Carnival

The Christmas Carnival allowed the team to animate the East Court during its opening period and to reach out and partner with a number of community groups including 10 community choirs including local school groups which performed

alongside a local community market. This helped bring a new audience to the space and establish it as a vital community hub

10.4 Site wide Events

During December the site was extremely busy with events on the west side (antiques, Mosconi cup, Darts), a busy program in the Ice Rink with the panto and the seasonal increase in skating as well as the activities in the Theatre and East Court. This created numerous challenges for the team in both public facing issues of orientation and car parking alongside very separate groups attending the site at the same time (Horrible Histories and Darts). More than 100,000 people attended the site through December, a record for Alexandra Palace, and the teams dealt with the operational crossovers superbly

10.5 Table of noise complaints calendar Year to Date:

Month	Event	No. of complaints
July	Kaleidoscope Festival	11
August	The Great Fete	4
October	Chemical Brothers concert	2
November	Fireworks festival	2
December	1 st Dec Theatre opening concert	1
	8 th Dec Mosconi Cup	1
	3 rd – 29 th Dec Darts	6
Total number of noise complaints received to date 18.01.19 (2018/19 1st Apr-31st Mar)		27

11. Governance

11.1 This is an update on the work to design a new governance model for Alexandra Park and Palace. In 2016 the Trust undertook a review of its governance. The results were shared with the SAC/CC at its meeting on 23rd January 2018.

11.2 As background for those not on these committees at that time:

a. The review involved:

- An initial compliance check against charity law and regulation
- Followed by a more fundamental review of the governance structure
- Trustee Board interviews and workshops
- Review by two QCs
- Consultation with the Charity Commission

b. The review concluded that the Governance of the Trust:

- is complicated, difficult to understand and implement
- prevents the Charity from operating effectively
- presents a barrier to accessing alternative funding and attracting investment
- creates confusion regarding the ‘independence’ required of a Charity

c. The review proposed to

- Create a new legal entity, a charitable company registered with the Charity Commission
- to undertake the charitable purposes more efficiently, ensure clear compliance with charity law and the Charity Governance Code and be more effective at competing for external funds and partners
- The new entity would remain bound by the Act of Parliament – as the Trust is now and Haringey Council remains the Corporate Trustee of Alexandra Park and Palace and would establish the terms on which the new entity would operate, report and deliver.

11.3 It is important to remember that the company, as a charity, would operate within charity law and regulation and the APP Act of Parliament and that the Local Authority would remain the Corporate Trustee of Alexandra Park & Palace and retain the duties of a trustee.

11.4 The suggested Governance change aims to:

- clarify the Corporate Trustee role and duties
- improve controls and accountability
- broaden the skills and expertise on the Board
- enable more effective operation
- improve ability to attract new and additional resource
- reduce the need for Corporate Trustee funding - over time
- position Park and Palace more recognisably as a charity
- help to deliver greater public impact

11.5 Due to changes on the Trust Board in May 2018 and the need to induct new trustees combined with the importance and potential sensitivity of any governance change little work has been undertaken until the new Trustees were up to date on this area of work.

11.6 The Trust is about to undertake the detailed planning work to:

- Design, the new governance model, draft the articles of association for the charitable company, set out its proposed charitable purposes, the control and reporting mechanisms and a Board skills and experience matrix
- Obtain further legal and audit advice on the detailed arrangements
- Establish the tests that the new governance model will need to pass
- Undertake risk assessments to assess current versus future Corporate Trustee risks and liabilities
- Assess the level and detail of appropriate reporting and control mechanisms that will need to be put in place

11.7 Once this work has achieved an appropriate stage of detail the Trust will plan the consultation phase ensuring that the Advisory and Consultative Committees and wider stakeholders and beneficiaries (the public) have the opportunity to provide advice feedback and comment.

11.8 A significant amount of work is required and it is expected to take around 12 months or more before the Trust is ready to present a fuller proposal but progress will be reported to SAC/CC on how the work is going as a more firm timetable emerges.

12. Legal Implications

- 12.1 The Council's Assistant Director of Corporate Governance has been consulted in the preparation of this report, and has no comments at this stage on any of the update items, save to say that his officers are already part of – and are feeding into - the governance review programme.

13. Use of Appendices

Appendix 1 – Alexandra Palace Colour Framework



DRAFT

COLOUR FRAMEWORK

January 2019

1.0 Introduction and Background

1.1 The Importance of Colour

'Form without colour is like a body without a soul'¹

Owen Jones was one of the most influential tastemakers of the Victorian era. His pioneering studies on colour theory, geometry and form still inspire designers to this day. Trained as an architect, designer and design theorist, Jones was the Superintendent of Works for the 1851 Great Exhibition. A celebration of the power and potential of new industrial technologies and modern design, Jones' work on the interior of Crystal Palace showcased his skills to millions of visitors (see Appendix 1). Based on his observations of primary colour polychromy within the architecture of Ancient Egypt, Ancient Greece and at the Alhambra, he chose a simple palette of red, blue and yellow for the interior ironwork, which at the time, was considered radical.

In 1858, Owen Jones proposed a new exhibition and entertainment centre for North London, and published plans for a huge glazed structure there. He had hoped it would be as popular as Crystal Palace, but his proposal foundered. The idea persisted however, and a more solid 'Palace for the People' was finally built by a firm called Kelk and Lucas, designed by John Johnson in partnership with the architect and civil engineer Alfred Meeson. The Palace was opened on 24 May 1873.

1.2 A Place of Change

Both Palace and Park have been modified considerably over a period of 140+ years, with the Palace in particular experiencing sizeable change as it has been reincarnated many times over. Serious damage from fire, war, significant adaptations, underuse and closure, lack of resources and general neglect has resulted in a number of challenges, including how to maintain a relevant and coherent decorative scheme.

Whilst the principle language of the building is Victorian, both the Park and Palace are in a constant state of evolution – this presents a challenge in how to marry those elements of Victoriana that are enduring, with the needs and realities of the customer experience and the Charity's purpose, today and for the future.

1.3 Why a Colour Framework is needed

The context of a historic building is a combination of its founding story, its evolution and its contemporary significance for communities today.

At Alexandra Palace, there will always be many layers competing for attention and dominance and it is therefore critical to be explicit about how any piece of work on site is able to contribute to the well-being of the historic whole.

New interventions at the Palace, including decorations, must be relevant if today's audiences are to feel comfortable and connected to the evolution of the site. That means taking inspiration from the DNA of the Palace and Park and inflecting it with a modern sensibility.

A Colour Framework ensures a degree of consistency and coherence is applied when it comes to making decisions on colour and decoration.

¹ Quote attributed to Owen Jones

2.0 Scope

The Colour Framework applies to the following areas:

- **All internal areas** of the Palace (floors (including carpets), doors, walls, columns etc.)
- **All external areas** of the Palace (window frames, doors, railings etc.)
- **All buildings and structures in the Park** (lamp posts, benches, gates etc.)

3.0 Colour Framework Objectives

There are two objectives of the Colour Framework:

1. To define the **Principles** that should be applied when considering colour;
2. To define **an Implementation Approach**, so there is consistency in how a colour or set of colours is agreed upon, whether it be internally (APPCT) or as part of a wider design project undertaken externally (i.e. by an architect)

1. Principles

- a) **Historic colour references**, in the form of evidence-based studies and the Alexandra Palace archive should be used to **validate and inform** colour choices (see appendix 1 and 2);
- b) Colours should be appealing and **relevant to today's audiences**, creating interest (even when a space is essentially empty), whilst **complementing the heritage setting** and **emphasising architectural features and details** where relevant (i.e. those of historical significance);
- c) Products and materials should be **commercially available, durable and cost-effective**;
- d) Careful thought should be given to **the wider site context** of the building and the Park, and what each space in question is trying to do, so that the colour/ set of colours proposed are **appropriate to the use of that space**, whilst simultaneously **contributing positively to the overall look and feel** of the Park and Palace as a whole;
- e) **Consistency does not necessarily mean the same colours are used throughout**. The approach to internal and external colour may differ. For external areas it is appropriate that we try to unify the building through our approach to colour, but internally it is appropriate that colour should be used to **make different parts of the Park and Palace distinctive**; for example in mirror-image spaces – the colours chosen for the East Court might not be appropriate for the Palm Court.
- f) Colour changes and renewals and other redecoration projects should **avoid pastiche**

2. Implementation Approach

- a) The Colour Principles set out above **should always be referred to** when considering any project of any size that involves a change or renewal of colour/ material, whether it be internally or externally;
- b) Colours that have **already been agreed** for other parts of the Park and Palace should be **taken into consideration** (see appendix 3);

APPCT COLOUR FRAMEWORK
January 2019

- c) Maintenance projects for general wear and tear do not normally require Listed Building Consent, if the maintenance involves replacement/ upgrades that are like-for-like. However projects that will have an impact on the Park and Palace's setting may require consent. **All Project Leads should watch the following video from Historic England to assess whether the works proposed will need consent.** Further advice can be sought from the Regeneration Team
https://www.youtube.com/watch?time_continue=147&v=XiYfX5DBAV8
- d) A **short project brief** should be drafted, setting out the reasons for the proposed works, the preferred colour/ material choices and the justification for those choices – the brief may suggest additional work in the form of a **Colour Strategy** is required, i.e. if the colour change covers a significant part of the Palace or Park;
- e) To ensure economies of scale, consistency and value for money, **the materials and contractors/ suppliers list in Appendix 3 should be utilised** unless there is a genuine reason that other products or companies are required;
- f) Regardless of whether the project is being delivered internally or in partnership/contract with a third party, **the approach to colour will require sign off from the Alexandra Palace CEO.** The CEO will assess whether the proposed colours achieve the aims of the project and abides by the Alexandra Palace Colour Framework, over and above personal taste.

APPENDIX 1

Colour, Owen Jones and the Archive



Image 1: William Simpson, *Great Exhibition (Crystal Palace) Owen Jones colour scheme*²



Image 2: *Grammar of Ornament (Byzantine) Owen Jones colour/ pattern references*³



Image 3: *Design of the Palace envisaged by Owen Jones. His early designs were very similar to the Great Exhibition in Hyde Park.*⁴

² <http://www.vam.ac.uk/content/articles/a/a-higher-ambition-owen-jones/>

³ <https://www.nms.ac.uk/grammarofornament>

⁴ <https://artsandculture.google.com/asset/palace-of-the-people/RQGWbtScJyo1rA>



Image 4: The first Alexandra Palace re-used materials from the 1862 International Exhibition. This is the dome roof of the first Palace. ⁵



Image 5: An 1875 season ticket showing the Great Hall. ⁶



Image 6: In spring 2017, whilst excavating part of the Theatre corridor, the contractors discovered pieces of decorative plaster. It is thought these were part of the Theatre's initial decorative scheme on the upper balcony. In the style of Owen Jones, they are bright, primary colours in a repetitive botanical pattern.

⁵ <https://artsandculture.google.com/asset/alexandra-palace-dome-roof/TQG0kBvGxNqzRQ>

⁶ <https://artsandculture.google.com/asset/season-ticket-great-hall/ewFpLuIASp5wAQ>

APPENDIX 2

Previous Studies and Points of Reference

“Entering at the east entrance from Wood Green, we pass through a portal of some significance; and find ourselves beneath a square glass dome with three wings, also glazed above. This is an exhibition department, the most conspicuous trophy in it being some tower-like cases in Moorish style, filled with choice Oriental porcelain. The area is intended to be devoted to works of art and manufacture not intended for sale, and the general effect is light, though perhaps verging on the tawdry in decoration. The capitals of the pillars supporting the roof err on the side of lankness, and the whole pillar gives one too much the impression of a Corinthian column pulled out. The decorations are also a little bizarre; the caps are of a bright buff, the lower leaves being on a deep red ground, and the upper scrolls on blue. A deep blue fret necking, relieved by red stripes, decorates the upper part of the shaft under the caps, while the shafts themselves are of a strong lavender-coloured tint. The prevailing colour of the walls is the buff or yellow colour of the bricks, which throws the purplish-tinted pillars into relief”.

Copy from Building News, 1875

Conservation Management Plan, 2012

Donald Insall Associates developed a Conservation Management Plan (CMP) for the site, funded by English Heritage (EH) in 2012. This review of the APP site was a critical step in understanding the state of historical elements as well as providing guidance on which areas were of genuine architectural or heritage significance.

Fabric Maintenance Plan, 2014

In early 2014 Purcell were appointed Surveyor to the Fabric and were tasked with preparing a Fabric Maintenance Plan for the building for the next 10 years. Purcell also produced an Addendum to the Conservation Management Plan in late 2014 to further illustrate the significance of the fabric with internal plans and external elevations.

Patrick Baty Historical Survey, 2017

In summer 2017, Patrick Baty was commissioned to carry out a Paint Study on both internal and external surfaces. Given the size of the Palace, and the limited budget and time available, Patrick was requested to focus on the external redecoration of the Palace, including frames to the Great Hall roof, and the redecoration of the timber windows, doors and pelmets, ironwork to the SW Colonnades and BBC Studios, and metal balustrades and lanterns to the South Terrace.

The findings of the Paint Study were used to inform the colour palette of the East Wing Restoration Project for the exterior timberwork and metalwork and interior decorations.

In summary, his findings were as follows:

- Patrick found just over a dozen different colours – some used at different stages of existence, and some as one-offs.
- There is a long history of the use of dark green on external elements, of the Bronze and Brunswick kind. Blue is a very recent innovation.
- Of the external ironwork sampled, black has only been used once.
- There is evidence of initial use of a ‘strong lavender tint’ identified on the columns of the East and Palm Courts, but it is less clear what colours were used alongside this.

APPCT COLOUR FRAMEWORK January 2019

- There has been no evidence found to date of the complex decorative treatment as described in Building News in 1875.
- Extensive paint-stripping and restricted access has left large gaps in understanding about the East Court, although some guidance might be had from the evidence from the Palm Court.
- The treatment of external joinery and ironwork to the building is clear – bronze green, pale stone colour and Venetian red.
- The BBC Tower decoration was separate and distinctive.
- The treatment of ironwork to the Park is indicative of Brunswick Green, which would match Victorian traditions.

APPCT COLOUR FRAMEWORK
January 2019

APPENDIX 3

Colours, Materials and Contractors List

Colours already agreed

Location/ Item	Detail	Colour code	Swatch
East Court Internal	Window Joinery, primary frames	Deep Bronze Green 7608 G60Y	
East Court Internal	Window Joinery, secondary frames	Mid Bronze Green, 6623 G537	
East Court Internal	Primary Cornice	Crimson 4150 R	
East Court Internal	Ironwork and Steels, column shafts & roof beams	40YY 65/061	
East Court Internal	Ironwork and Steels, column base mouldings	Crimson 4150 R	
East Court Internal	Ironwork and Steels, column bases	Florentine Red (Dulux Heritage)	
East Court Internal	Column Capitals	20YY 23/525	
East Court Internal	Column Capitals, accent band	Dark Aubergine (Dulux Heritage)	
East Court Internal	Render Skirting	11YY 37/219	
East Court Internal	Render mid-band, base	98YR 53/235	
East Court Internal	Render mid-band, accent colour	50YR 18/223 Nutmeg Cluster 1	
East Court Internal	Render upper band	98YR 53/235	
East Court Internal	Alcove soffits	Buff (Dulux Heritage)	
Toilets Internal	Window Joinery, primary frames	50BG 08/021	

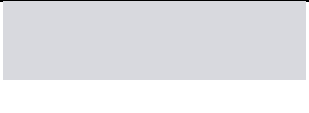



APPCT COLOUR FRAMEWORK
January 2019

Toilets Internal	Structural Steel	RAL 7021 Black Grey	
Toilets Internal	Profiled Metal Decking	RAL 7022 Umbra Grey	
Toilets Internal	PFC Frames	RAL 7022 Umbra Grey	
Toilets Internal	New radiators	RAL 7022 Umbra Grey	
Toilets Internal	Cubicle ceilings and above doors	30GY 41/173	
Theatre Foyer, Bar and Function Room	Window Joinery, internal	50BG 08/021	
Theatre Foyer, Bar and Function Room	New radiators	RAL 7022 Umbra Grey	
Theatre Foyer, Bar and Function Room	Structural Steel, cast iron beams	RAL 3009 Red Oxide	
Theatre Foyer, Bar and Function Room	Structural Steel, modern steel beams	RAL 7021 Black Grey	
Theatre Foyer, Bar and Function Room	Structural Steel, profiled metal/ roof soffit	RAL 7022 Umbra Grey	
Theatre Lobby	Plasterboard walls	70RR 19/190	
Theatre Lobby	New ceiling plus underside of balcony	Florentine Red (Dulux Heritage)	
Theatre Lobby	Cast Iron Columns, shafts	40YY 65/061	
Theatre Lobby	Cast Iron Columns, capitals	20YY 23/525	
Theatre Lobby	Cast Iron Columns, capital accents	Dark Aubergine (Dulux Heritage)	
Theatre Lobby	Cast Iron Columns, connection plate	Florentine Red (Dulux Heritage)	

APPCT COLOUR FRAMEWORK
January 2019

Theatre Lobby	New radiators	RAL 8019 Grey Brown	
Area 7 Dressing Rooms	Plasterboard walls	15YY 37/276 80YR 19/378	 
Area 7 Dressing Rooms	Plasterboard ceilings	White	
Area 7 Dressing Rooms	Floor	Grey	
Doors Internal	Internal doors and architraves	50GB 08/021	
Doors Internal	Auditorium facing doors	13YR 07/157 Hot Paprika 1	
Technical Balcony	Plasterboard soffit to underside	60RR 07/002	
NE Tower (external)	Louvres	RAL 6008	
NE Tower (external)	Window joinery, primary frames	Deep Bronze Green	
Theatre (external)	Window joinery, primary frames	Deep Bronze Green	
NW Tower (external)	Window joinery, primary frames	Deep Bronze Green	
NE Tower (external)	Window joinery, secondary frames	Mid Bronze Green	
Theatre (external)	Window joinery, secondary frames	Mid Bronze Green	
NW Tower (external)	Window joinery, secondary frames	Mid Bronze Green	
Various (external)	Window joinery cills	Dark Stone (Dulux Heritage)	
East Court (external)	Entrance doors and window joinery	Mid Bronze Green	
East Court (external)	Entrance door frames	Deep Bronze Green	

APPCT COLOUR FRAMEWORK
January 2019

SE Tower (external)	Transmitter mast	Light Grey – RAL7035 or similar	
West Yard Building (external)	Metal windows, fins, steel columns and PC metal shutters	Dark Grey – Graphitgran matte RAL 7024	
North Wall (external)	Metal shutter in brick opening	Beige Grey – RAL 7006	
West Yard Building (internal)	Doors	Light Grey – Sedengran RAL 7044	

Materials/ products already agreed

Toilets (East Court)	Laminate to WC doors	Formica, F7912 'Storm' Matte 58	
Toilets (East Court)	Wall tiles	Johnsons, Prismatic PRV5 Victorian Green	
Toilets (East Court)	Floor tiles	Johnsons, Kerastar KER515 Graphite Natural	
Theatre Auditorium	Carpet on retractable	Eurocord, 'Chocolate' EUT506	
Theatre (all except Foyer and Auditorium)	Carpet	Desso, Paletino carpet tile A072 2121, Plum	
Theatre Tech Bal and Storeroom	Carpet	Desso, Stratos carpet tile A138 9111 Dark Brown/ Grey	
Area 7 Dressing Rooms	Toilets, walls	Johnsons, Prismatic PRG1 White	
Area 7 Dressing Rooms	Toilets	Armitage Shanks, Profile 21 S309501	
Area 7 Dressing Rooms	Wash basins	Armitage Shanks, Portman 21 S231001	
Theatre Auditorium	Seating fabric	Warwick Lovely Coral	
All areas	Kick plates, door handles,	Allgood, brass	
Toilets (East Court)	Baby change units	Magrini Horizontal Wall Mounted Baby Changing Unit MH42	

APPCT COLOUR FRAMEWORK
January 2019
Contractors/ Suppliers previously utilised

Company	Product	Address	Contact details
Architen Landrell Manufacturing Limited	Roofing – Aluminium	Station Road Chepstow NP16 5PF	Brandon Pheiffer Brandon.Pheiffer@architen.com 07977 281189
Avi Contracts	Doors – Timber	Unit 402, Centennial Park Centennial Avenue Elstree Hertfordshire WD6 3TN	Danny Harsiani Danny@avicontracts.co.uk 0208 236 9080
AVV Solutions	Masonry Repairs and Clean	14 Watford Enterprise Centre Greenhill Crescent Watford Hertfordshire WD18 8XU	Julie Tincknell julie@avvsolutions.com 01923 255355
Dominik Golding	APP Decorator	7 Mountjoy Battle TN33 0EQ	dominikg@hotmail.com
Decra Limited	Washroom Systems	Unit 32-34 London Greater London E10 7FB	Afsana Begum afsana.begum@decraltd.co.uk 0208 520 4371
Deniz Contractors Ltd	Building General	103 Arcadian Gardens London Greater London N22 5AE	Tim Egan tim.egan@denizcontractors.co.uk 0208 888 2670
Elite Tiling Limited	Ceramic Tiling (Walls)	Unit 16, Cromar Way Chelmsford Essex CM1 2GL	Julie Dicker info@elitetiling.co.uk 01245 353635
Fastglobe Mastics Ltd	Mastic Sealant Application	Unit 1H Barlow Way Fairview Industrial Park Rainham Essex RM13 8BT	Paul Viridi paul.virdi@fastglobe.co.uk 01708 523921
Horizontal Limited	Flooring - Rubber, Plastic, Cork, Lino and Carpet	Unit 4, Icknield Way Farm Tring Road Dunstable Beds LU6 2JX	Mandy Atkins mandy@horizontalflooring.com 01525 221909
Hussey Seatway	Seating & Storage Systems	3 Centurion Way Crusader Park Warminster Wiltshire BA12 8BT	David.Black@husseyseatway.co.uk http://www.husseyseatway.com/
Sash Window Conservation Limited	Sash windows – Timber	Unit 3-4 Honeycrest Industrial Park Lodge Road Staplehurst Kent TN12 ORX	Darren@SWCSash.co.uk http://www.sashwindowconservation.co.uk/ 01580 893933
Stevenage Glass Company Limited	Glazing	Cavendish Road Stevenage	Colin Littlefair colin.littlefair@stevenage-glass.co.uk

APPCT COLOUR FRAMEWORK
January 2019

		Hertfordshire SG1 2EU	01438 369311
Stonewest Limited	Stonework & Restoration	67 Westow Street Crystal Palace London SE19 3RW	Ricky Dickinson rdickinson@stonewest.co.uk 020 8684 6646
Suffolk & Essex Joinery Ltd	Joinery	Unit E, 25 Rookwood Way Haverhill Suffolk CB9 8PB	Hayley Davidson hayley@sejoinery.co.uk 01440 708087
Winchmore Limited	Decorative Surfaces	403 High Road Woodford Green Essex IG8 0XG	Martyna Zdanowicz mzdanowicz@winchmorelimited.co.uk 020 8924 1104