

## NOTICE OF MEETING

# MEETING OF THE ALEXANDRA PARK & PALACE STATUTORY ADVISORY COMMITTEE

**Wednesday, 9 March, 2022, 7.30 pm - (or on the rise of the Joint Statutory Advisory Committee and Consultative Committee, whichever time is later) The Londesborough Room, Alexandra Palace Way, Wood Green, London N22**

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

Councillors Patrick Berryman, James Chiriyankandath, Josh Dixon, Scott Emery, Emine Ibrahim (Vice-Chair), Khaled Moyeed, Viv Ross, and Elin Weston.

Jane Hutchinson (Alexandra Residents' Association), John Crompton (Muswell Hill and Fortis Green Residents' Association), Kevin Stanfield (Palace Gates Residents' Association), Elizabeth Richardson (Palace View Residents' Association), David Frith (The Rookfield Association), Jason Beazley (Chair, Three Avenues Residents' Association), and Jim Jenks (Warner Estate Residents' Association).

### **1. 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. 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', you are consenting to being filmed and to the possible use of those images and sound recordings.

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

### **2. APOLOGIES FOR ABSENCE**

To receive any 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. URGENT BUSINESS**

The Chair will consider the admission of any late items of Urgent Business. (Late items will be considered under the agenda item where they appear. New items will be dealt with under item 13 below).

### **5. MINUTES (PAGES 1 - 32)**

- (i) To approve the minutes of the Statutory Advisory Committee held on 30 November 2021 as a correct record.
- (ii) To note the draft minutes of the Joint Meeting of the Statutory Advisory and Consultative Committees held on 4 October 2021.
- (iii) To note the draft minutes of the Alexandra Palace and Park Board meeting held on 13 December 2021 and 24 January 2022.
- (iv) To note the minutes of the Consultative Committee held on 30 November 2021 as a correct record.

### **6. CHIEF EXECUTIVE OFFICER (CEO) UPDATE**

To note the general update.

Please see agenda item 6 of the Joint Statutory Advisory Committee and Consultative Committee on 9 March 2022.

**7. MAST LIGHTING POLICY**

Opportunity to review and feedback to the Trustees.

Please see agenda item 7 of the Joint Statutory Advisory Committee and Consultative Committee on 9 March 2022.

**8. CREATION OF PÉTANQUE COURTS**

Consultation on the proposal for two pétanque courts in the Park.

Please see agenda item 8 of the Joint Statutory Advisory Committee and Consultative Committee on 9 March 2022.

**9. APPOINTMENT OF YOUTH TRUSTEE BOARD MEMBERS AS NON-VOTING CO-OPTEES**

Consultation on the proposal to recruit Youth Trustee Board Members.

Please see agenda item 9 of the Joint Statutory Advisory Committee and Consultative Committee on 9 March 2022.

**10. ITEMS RAISED BY INTERESTED GROUPS**

**11. MATTERS RAISED BY INTERESTED GROUPS**

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

**13. NEW ITEMS OF URGENT BUSINESS**

To consider any items of urgent business.

**14. DATES OF FUTURE MEETINGS**

To note the dates of future meetings:

Tuesday, 6 December 2022

Jack Booth  
Tel – 020 8489 3541  
Email: jack.booth@haringey.gov.uk

Fiona Alderman  
Head of Legal & Governance (Monitoring Officer)  
River Park House, 225 High Road, Wood Green, N22 8HQ

Tuesday, 01 March 2022



**MINUTES OF MEETING Alexandra Park and Palace Advisory Committee HELD ON Tuesday, 30th November, 2021, 8:30PM To 9:30PM**

**PRESENT:**

**Councillors: Josh Dixon, Scott Emery, Emine Ibrahim, Viv Ross and Elin Weston**

**ALSO PRESENT: Elizabeth Richardson (Advisory Committee Member), Jason Beazley (Advisory Committee Member) Jim Jenks (Advisory Committee Member)**

**26. FILMING AT MEETINGS**

The Chair referred to the filming of meetings and this information was noted.

**27. APOLOGIES FOR ABSENCE**

Apologies had been received from Councillor James Chiriyankandath and Councillor Khaled Moyeed.

**28. URGENT BUSINESS**

Mr Jason Beazley was nominated as Chair of the Alexandra Park and Palace Statutory Advisory Committee.

RESOLVED:

That Mr Jason Beazley be nominated as Chair of the Alexandra Park and Palace Statutory Advisory Committee for the remainder of the municipal year 2021-22.

Councillor Emine Ibrahim was nominated as Vice-Chair of the Alexandra Park and Palace Statutory Advisory Committee for the remainder of the municipal year 2021-22.

**29. MINUTES AND MATTERS ARISING**

As noted in the minutes of the meeting of the Alexandra Palace Consultative Committee of 30 November 2021.

### **30. CEO'S REPORT**

The meeting heard a range of views including that:

- The Council's interface with the public needed further improvement and this was something that needed to be considered. Residents Associations should be considered as part of the solution.
- Most residents in Haringey were not fully aware of some of the unique elements of Alexandra Palace and aspects which were less well known about the Palace was something that needed to be brought forward into the public consciousness.
- Paragraph 2.5 of the report was important to consider. Residents Associations were the basis for the Statutory Advisory Committee. Residents Associations were generally operating well despite the coronavirus crisis and other ongoing issues. As long as Residents Associations understood the issues and remained focused, then they could support the Statutory Advisory Group in a robust manner.
- It was important to maintain continuity in terms of organisational structure and ensuring that there were individuals associated with the process who were aware of past occurrences, aware of the issues of the present and could contribute positively in the future.

RESOLVED:

1. That the update be noted.

### **31. PROPOSAL TO PILOT CONSULTATIVE COMMITTEE CHANGES**

The Chair stated that the proposals were for four meetings (two forums a year). The Board had not yet been consulted fully on the details of, but the Statutory Advisory Committee felt that the aim of the proposed changes was not clear.

The Chair put forward the idea of holding a meeting of either the Consultative Committee, Statutory Advisory Committee or a stakeholders meeting without councillors. The Committee noted views stated at the meeting on the issue, including that councillors were elected by the wider community and were a more accurate representation of the local community and therefore excluding councillors from such meetings would be a mistake. The meeting also noted a suggestion that a forum in the eyes of the public that was not representative of the community could be considered concerning. The process and setting up of a forum should be led by the community itself.

The meeting also heard that:

- Noticeboards around the borough that was originally controlled by the Council were now largely under the control of residents' associations.
- Charity governance was generally undergoing a lot of scrutiny and it was important that progress was shown on charity governance which was under constant review.
- The diversity of the intended audience included cultural background as well as diversity in age and gender.

The Chair stated that an action plan was required before the end of the discussion.

The meeting also heard that:

- The Councillor members of the Committee were generally more diverse in cultural background as well as diversity in age and gender.
- The Consultative Committee was designed so that National and regional organisations such as TfL could attend. There was now a separate dialogue with TfL and there were other groups which were engaged with directly.
- One suggestion was to wait until the council elections had passed before holding a forum and then convene another Consultative Committee to review how the forum had progressed.
- Another suggestion was to have forums interspersed with the Consultative Committee to allow for a consistent feedback loop. This could start sometime soon after the elections. The Statutory Advisory Committee would not be affected but the process of the Committee could be examined further for areas of improvement, particularly in relation to the representation of the Committee.
- It was difficult to fully understand the processes relating to Alexandra Palace easily and the roles of the Committees needed further clarification.
- The act of parliament mentioned the residents' associations that were members of the Statutory Advisory Committee. It would perhaps be a good idea to examine the objectives and purpose of the Committee and understand how well the Committee was delivering against those objectives.

The meeting proposed that a recommendation be made to the Alexandra Park and Palace Board that each year two Consultative Committees are held and two open forums. If the recommendation was agreed then, the Statutory Advisory Committee recommend to the Alexandra Park and Palace Board that the comments made by the Statutory Advisory Committee be considered and used to review the membership and the membership of the Board.

RESOLVED:

- 1) That a recommendation be made to the Alexandra Park and Palace Board that each year of the pilot a total of four meetings are held, two of which consist of the Consultative Committee and two of which consist of the open forums.
- 2) If the above recommendation was agreed, then the Statutory Advisory Committee recommend to the Alexandra Park and Palace Board that the comments made by the Statutory Advisory Committee be considered and used to review the membership and the membership of the Board.

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

There were none.

**33. NEW ITEMS OF URGENT BUSINESS**

There were none.

**34. DATES OF FUTURE MEETINGS**

9 March 2022. Meeting of the Joint Statutory Advisory Committee and the Consultative Committee.

CHAIR:

Signed by Chair .....

Date .....





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**MINUTES OF MEETING Joint meeting of the Alexandra Park & Palace Statutory Advisory Committee and the Alexandra Palace and Park Consultative Committee HELD ON Monday, 4th October, 2021,**

**PRESENT:**

**Statutory Advisory Committee Members:**

Councillors Elin Weston and Viv Ross.

Duncan Neill (Muswell Hill & Fortis Green Association), and Jim Jenks (Warner Estate Residents Association)

**Consultative Committee Members:**

Councillors Anne Stennett (Chair), Bob Hare, Elin Weston and Dana Carlin.

John Wilkinson (Alexandra Palace Allotments Association), John Thompson (Alexandra Palace Television Group), Jacob O'Callaghan (Alexandra Park and Palace Conservation Area Advisory Committee), Gordon Hutchinson (Friends of Alexandra Park), Nigel Willmott (Friends of the Alexandra Palace Theatre), Val Paley (Palace View Residents Association), Rachael Macdonald (Hornsey Historical Society) & Elen Roberts (Heartlands High School).

**1. ELECTION OF A CHAIR FOR THE MEETING**

**RESOLVED**

Nigel Willmott was nominated as Chair for this meeting.

**2. FILMING AT MEETINGS**

Noted.

**3. APOLOGIES FOR ABSENCE**

The following apologies for absence were received:

**SAC**

Cllr Moyeed, Cllr Berryman, Cllr Chiriyankandath, Cllr Ibrahim, Cllr Dixon.

Jason Beazley - Three Avenues Residents' Association.  
David Frith – The Rookfield Association

**Consultative Committee**

Cllr Hearn  
Dick Hudson – Warner Estate Residents Association  
Jason Beazley - TARA

**4. DECLARATIONS OF INTEREST**

None.

**5. URGENT BUSINESS**

None.

**6. MINUTES**

*\*Clerk's Note - The SAC/CC induction briefing is attached to these minutes*

**RESOLVED**

- (i) That the minutes of the Joint Meeting of the Statutory Advisory and Consultative Committees held on 16 August 2021 were agreed as a correct record.
- (ii) That draft minutes of the Statutory Advisory Committee meeting held on 16 August 2021 were noted
- (iii) That the draft minutes of the Alexandra Palace and Park Board meeting held on 12 July 2021 were noted.

**SAC/CC induction briefing**

**7. CHIEF EXECUTIVE OFFICER (CEO) UPDATE**

Louise Stewart, Chief Executive Officer, introduced the report which provided an update on current issues and projects at Alexandra Park and Palace and additional information on the events programme and a range of activities of the Charitable Trust. The following arose as part of the discussion of this report:

- a. Jacob O'Callaghan, Alexandra Park and Palace Conservation Area Advisory Committee, reiterated his concerns raised at the previous meeting around his view that the Trustees should be enforcing bylaws instead of the current traffic enforcement arrangements. Jacob O'Callaghan advised that he had written to the Head of Legal at Haringey Council on this point. As part of the discussion on this, it was suggested that increasing the charges associated with fixed penalty notices would not necessarily result in increased recovery of fines as the recovery process could be long and some people would simply not pay. It was suggested that there was also a correlation between the cost of the fine and its recovery rate. Cllr Stennett raised practical concerns with asking enforcement officers to operate in the area late at night.

- b. It was suggested that enforcement was difficult as it would require council enforcement officers to operate on APPCT land and would also likely require significant fines to make it financially viable.
- c. It was further commented that many people would like to see the removal of the barriers and barricades as they looked unsightly. The Chief Executive Officer acknowledged concerns about the barriers but commented that the bylaws were not considered to be the most cost effective measures and would also require using enforcement officers.
- d. The CEO advised the JSAC/CC that she was prioritising the Trust's financial wellbeing at the minute and that she did not have a better solution to the barriers at present. The Chief Executive Officer suggested that she would continue to take stock of the issue and review it going forwards.
- e. In relation to a question, APPCT advised that the planning application for The Terrace had been submitted a while ago but they had not received any indication from the Council on when this would be taken to Planning Committee.
- f. In response to a question around public toilet locations, the JSAC/CC was advised that there was a single toilet at the Pitch and Putt but this had been closed due to poor drainage. There were also toilets outside the lakeside café. The other toilet location was a compost toilet at the Learning Zone but this was not open to the public. The JSAC/CC commented on the need for good quality public toilet provision and that the opening times of the PBK would be confirmed (11:00 to 23:00, seven days a week).
- g. An application for a Changing Places scheme toilet had been submitted. It was also noted that that the Grove Café had a toilet but that this had been closed due to Covid.
- h. The JSAC/CC commented that the Phoenix Bar looked great. APPCT advised that a new food and drinks menu had been introduced to focus on pizzas and a good quality drinks offer. The CEO advised that number attending the Phoenix bar were increasing.
- i. Concerns were raised about street lighting and the part of the park towards Muswell Hill in particular was commented as being quite dark. The JSAC/CC asked if an update on park lighting could be taken to a future meeting of the Board. In response the Palace agreed to bring an update to a future Board meeting. The CEO noted that lighting needed to be focused on the main routes through the park and that they also had to balance the need for lighting with nature conservation. **(Action: Natalie Layton)**.
- j. In relation to a question about activities during Black History Month, the Palace advised that they were not holding any specific events but were contributing to the Council's programme of events. The Creative Learning Zone were also looking at undertaking some small bits for Black History Month, including a social media post celebrating the life of Si Grant and his role in early television.
- k. In relation to an offer to provide the Palace with some content around the abolitionist movement, the CEO advised that any proposals should be put to her in writing and that she would take a look.
- l. The JSAC/CC enquired whether there was scope for existing events planned for Black History Month to be relocated to the Palace. The CEO advised that she would give any proposal put forward serious review and advised attendees to write to her with any proposals that they had.

**RESOLVED**

To note the report.

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

Duncan Neill fed back to the JSAC/CC on the financial report, it was noted that the Board were looking to publish their accounts later in the year. The Trustees had a fiduciary responsibility to ensure that they were happy with the finances of the Trust and that the Trust was solvent.

**9. ITEMS RAISED BY INTERESTED GROUPS**

The JSAC/CC were asked about APPCT commitments around climate change, particularly in light of the upcoming COP 26 meeting. In response, the Palace advised that they had made progress in some areas but less so in others. The JSAC/CC were advised that Alexandra Palace were working with a sustainability consultant and Vegware was being used for large and music events. Most of the events put on at the palace were almost plastic free as they Palace used Vegware and that this was disposed of sustainably.

In response to a question about why the fireworks were only on for one night this year, the Palace advised that they put on what they thought was achievable in the current circumstances.

**10. NEW ITEMS OF URGENT BUSINESS**

None.

**11. DATES OF FUTURE MEETINGS**

30 November 2021  
9 March 2022

CHAIR:

Signed by Chair .....

Date .....



**Briefing note:** Advisory and Consultative Committee briefing

**Date:** July 2019

## 1. Introduction to Alexandra Park and Palace Charitable Trust

Alexandra Park was opened in 1863 as a leisure destination. The original parkland was landscaped by Alexander McKenzie as a centre for education and entertainment and to provide a green oasis for Londoners.

Alexandra Palace was opened in 1873. Built as the 'People's Palace', this remarkable seven-acre Grade II listed building remains one of London and the UK's most iconic structures and enjoys global recognition as the birthplace of television.

Today Alexandra Palace is surrounded by 196 acres of Grade II listed parkland and offers unprecedented views of the city. The multi-award winning destination maintains its original enterprising spirit by hosting an eclectic mix of live music, sport, cultural and leisure events, formal and informal recreation and enjoyment throughout the year, inside and out.

Alexandra Park and Palace was placed in trust by Act of Parliament in 1900. The Charity was effectively created when the Park and Palace were placed in Trust. Several Acts since have conferred further powers or enacted amendments.

In 1980 the functions of the trustees were transferred to Haringey Council, making it the Corporate Trustee. A further Act was passed in 1985 amending the previous legislation. The 1985 Act is a consolidation of the previous Acts and acknowledges the transfer of the functions of the Trustees from the Greater London Council to Haringey Council.

The Charitable Assets of the Park and Palace have been designated as a Local Nature Reserve, it is covered by several Statutory Conservation areas, it is also designated Metropolitan Open Land. Byelaws were established in 1929 and are still in force.

In recent years the Trust has successfully attracted restoration funding and has embarked upon a programme of fundraising for the longer term. Whilst financial sustainability has not yet been achieved it is less of a distant reality than it was a decade ago.

1.1 The functions of the Trustees are detailed in the 1900 Act and updated in subsequent Acts, the 1985 Act states that:

- The Trustees are under a statutory duty to uphold, maintain and repair the Palace and to maintain the Park and Palace as a place of public resort and recreation and for other public purposes:
- To reconstruct and repair the Palace in a manner which will enable the Trustees to promote the use and enjoyment of the said Park and Palace by the public:
- The Trustees intend in fulfilling their statutory duty under the said trusts to take into account the contemporary needs of the public:
  - They shall maintain, uphold and improve the existing theatre in the Palace...

- They may let or license at the best rent that can reasonably be obtained any portion of the Park and Palace (subject to any covenants and conditions)...
- They may close any part of the Palace and Park for not more than fourteen days in any one year
- They may sell, let or otherwise dispose of the whole or any part of, or the whole or any part of any interest in land acquired by them after the passing of the 1985 Act together with any building or buildings erected thereon but may not without further authorisation dispose of property acquired pre 1985  
(*Alexandra Park and Palace Act, 1985, Chapter xxiii*)<sup>1</sup>

1.2 Alexandra Park and Palace Charitable Trust (APPCT) is a charity registered with the Charity Commission. The Charity encompasses the assets of Alexandra Park and Palace and the functions of the Trustees.

The Trust is responsible for the care and maintenance of the Park and the Palace. It is a challenging task, overcoming the dereliction of decades, backlog of repairs and ongoing maintenance to keep both safely open for the public to enjoy.

The Trust aims to maintain and strengthen this proud and iconic landmark destination as a successful, valuable and sustainable asset for all, including our local community and stakeholders.

The Trust delivers charitable activities, including maintaining, restoring and repairing the Park and Palace, delivering a creative learning programme and volunteering programme.

The Trust is required by charity legislation and regulation to contain activities considered 'commercial' within a trading subsidiary to protect the assets from the risks associated with trading. Our trading subsidiary, Alexandra Palace Trading Ltd, (APTL), is wholly owned by the Trust and donates its taxable profit to the Trust in the form of Gift Aid. These activities include events, entertainment, and leisure and hospitality activities. The activities support the charitable purposes by providing not just essential resource to the Trust but enlivening the venue for the purposes of its creation and encouraging a broad cross section of the public to access and enjoy it.

## 2. The Trustee Board and functions

Haringey Council discharges its duties as Corporate Trustee via a Council Committee, the Trustee Board, to which it delegates its power and authority as Trustee. The Charity is subject to general UK law including company law, in relation to its trading subsidiary.

2.1 Trustee Board remit - To discharge the trustee functions.

*The Council's functions as statutory trustee of the Alexandra Palace and Park charitable trust are discharged by the Alexandra Palace and Park Board.*

*To fulfil the functions, powers and duties of the Council as Trustee of Alexandra Palace and Park under the Alexandra Park and Palace Acts and Order 1900 to 1985 and, without prejudice to the generality of this, these functions include:*

- *The duty to uphold, maintain and repair the Palace and to maintain the Park and Palace as a place of public resort and recreation and for other public purposes.*

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<sup>1</sup> The 1985 Act lists the above and then amends the 1900 Act



- *Acting as the employing body for employees engaged in the working of the Trust at Alexandra Palace, and to be responsible for the setting of staffing policies, conditions of service and terms of employment of those employees.*
- *In relation to the Trust, being responsible for developing and monitoring the implementation of effective policies and practices to achieve equality of opportunity both for employment and service delivery.*

### 2.2 Trustee Board Membership

- 6 Council appointees (elected members)
- 3 appointees from the Consultative Committee
- 1 appointee from the Statutory Advisory Committee.

The members appointed by the Council to the Board must always act in the best interests of the Charity, above all other considerations.

The Trust is not required by the Act of Parliament to include any members of the SAC or CC onto the Board. Members of the Board appointed by the Consultative Committee and Statutory Advisory Committee have no voting rights on the Board and have no delegation of authority conferred upon them, other than their own appointing committees' terms of reference.

However, as they are part of the body of the Board, who are considered to have the management and control of the Charity their participation in discussions and decisions could qualify them as Trustees or quasi-trustees. The appointees of the SAC and CC are therefore considered co-optees. Co-optees have no voting rights.

As per the constitution of the SAC and CC committees these representatives have a duty to represent the views of the Committees on the Board and to report back to the Committees from each Board meeting, as stated by the Haringey Council Constitution. This can give rise to conflicts of interest when the best interests of the Charity can be compromised if inappropriate information is disclosed or information disclosed ahead of time.

Co-optee members therefore need to exercise careful judgement to comply with the 'best interests' of the Charity at all times.

## 3. **The Advisory Committee (SAC)**

The Advisory Committee, often referred to as the Statutory Advisory Committee or SAC was created by the 1985 Act of Parliament amendments.

### 3.1 Terms of reference

To promote the objects of the Charity and assist the Trustees in fulfilling the trusts by considering and advising the Trustees on the following matters:

- the general policy relating to the activities and events arranged or permitted in the Park and Palace;
- the effects of such activities and events upon the local inhabitants and local environment;
- the frequency of activities and events attracting more than 10,000 people at any one time and the maximum number to be permitted on such occasions;
- the adequacy of car parking arrangements within the Park and Palace so as to avoid overflow into adjoining residential streets;
- any proposals which require planning permission;
- the establishment and maintenance of the Park as a Metropolitan Park;
- the furtherance of recreation and leisure in the Park and Palace.

## 3.2 Membership

The SAC consists of up to 16 members;

- 8 Council members from the surrounding wards (Alexandra, Bounds Green (formally known as Bowes Park), Fortis Green, Hornsey, Muswell Hill and Noel Park) , and;
- 8 representatives from residents associations which meet specific requirements as set out in the 1985 Act.

## 3.3 Administration

The SAC is an independent body that can choose how it is to be administrated.

The SAC is an outside body of the Council, currently administered as a Council committee under the Council's committee procedure rules.

The SAC elects a committee chair from its own membership.

The Council is responsible for all aspects of its administration including ensuring annual appointment deadlines are met.

As a Council committee the paperwork for meetings, agendas and minutes are compiled, collated and distributed by the council. The council clerks the meetings.

The SAC elects one of its members onto the APPCT Board annually.

For reasons of convenience the SAC meets jointly with the CC detailed below, under the title of 'Joint consultative committee' as many of the issues for discussion are the same. However as the Trust is required by statute to seek the advice of the SAC on the matters stated above, the SAC meets immediately after the Joint committee to consider its specific advice to the Trustee, as appropriate.

## 4. **Alexandra Palace and Park Consultative Committee (CC)**

Arising from the Council's role as Trustee of Alexandra Park and Palace the Consultative Committee was created in the 1980s.

### 4.1 Terms of reference

- To give representatives of appropriate local and national organisations the opportunity of full discussion with members of the Alexandra Palace and Park Board on general matters affecting Alexandra Palace and Park.
- To give members of the Alexandra Palace and Park Board the opportunity of discussing and explaining to the organisations matters affecting the overall policy and efficient management of Alexandra Palace and Park.
- To promote better understanding between members of the Alexandra Palace and Park Board, the Palace Management and local organisations.
- To enable appropriate local (and national) organisations to be fully consulted on decisions of direct concern to them.
- To promote the best interests of the Alexandra Palace and Park as a conservation area.

## 4.2 Membership

- 6 Councillors who are also the APPCT Trust Board members,
- up to 30 community group representatives.

The CC elects 3 of its members on to the APPCT Board annually, as non-voting members.

## 4.3 Administration

The CC is a sub-committee of the Trustee Board.

The CC is currently administered as a Council Sub Committee.

The CC elects a committee chair from its own membership.

The Council is responsible for all aspects of its administration, ensuring annual appointment deadlines are met.

As a Council committee the paperwork for meetings, agendas and minutes are compiled, collated and distributed by the council. The Council clerks the meetings.

The CC elects 3 of its members on to the APPCT Board annually, as non-voting members.

For reasons of convenience the CC meets jointly with the SAC detailed above, under the title of 'Joint consultative committee' as many of the issues for discussion are the same.

## 5. **The Joint Consultative Committee**

As mentioned above the two committees meet together for convenience. The meetings are administered by the Council as per the individual committees. The Chair of the Joint Committee is normally one of either the Chair of the SAC or CC.

## 6. **Points to remember**

- The Trustee Board has a duty to seek the advice of the SAC and to consult the CC on matters detailed above.
- It is not obliged to follow the advice or consulted opinion of the SAC or CC. The Trustee Board must always put the best interests of the Charity first.
- It is best practice for the Trustee Board to respond to the Committees' advice and consulted opinion.
- The Committee chairs should when providing advice or opinion to the Trust be mindful of the terms of reference of their committees.
- The Trust produces a Trust report from the CEO for meetings to give an update on various aspects of the Trust work, for information. Specific issues for consultation or advice are presented as individual agenda items.

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## **MINUTES OF MEETING ALEXANDRA PALACE AND PARK BOARD HELD ON MONDAY 13 DECEMBER 2021, 7.30-9.45PM**

### **PRESENT:**

**Councillors: Anne Stennett (Chair), Elin Weston (Vice-Chair), Nick da Costa, Dana Carlin and Bob Hare**

**Non-Voting Members: Duncan Neill, Val Paley and Nigel Willmott**

### **153. FILMING AT MEETINGS**

The meeting was not filmed.

### **154. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Hearn.

*Clerks note: Councillor Hearn joined the meeting via Teams and took part in the discussion of the items but did not take any decisions.*

### **155. URGENT BUSINESS**

None.

### **156. DECLARATIONS OF INTERESTS**

None.

### **157. QUESTIONS, DEPUTATIONS OR PETITIONS**

None.

### **158. MINUTES**

**RESOLVED** that the minutes of the Alexandra Palace and Park Board held on 11 October 2021 be approved.

### **159. TO CONSIDER ANY ADVICE OR COMMENTS FROM RECENT SAC/CC MEETINGS**

The Board noted the minutes of the Statutory Advisory and Consultative Committees.

### **160. PROPOSAL TO PILOT CONSULTATIVE COMMITTEE CHANGES**

The report and the discussion held at the recent SAC-CC meeting were considered by the Board and it was noted that:

- There was great support for the idea of a forum, although with some reservations about suspending the CC meetings during the pilot and it was suggested that these meetings run in parallel.
- The recommendations made were to hold two open forums and two CC meetings during the pilot.
- Two forums per year may not be sufficient if there were issues to be raised – a six month gap may be too long between meetings.
- Paragraph 4.3.3 needed to include the SAC as one of the stakeholders to review the pilot.
- The pilot was to trial a new way of working and did not necessarily mean that this was the model which would be adopted at the end of the two years.

The Board noted that there would be another round of SAC-CC and Board meetings before the end of the Municipal Year, and it was suggested that a workshop should be held for Board members and final proposals be presented to the meetings in March.

**RESOLVED**

- 1.1 To consider any feedback from the respective meetings of the SAC and CC on 30 November (included at Appendix 3);**
- 1.2 To discuss potential objectives, challenges and the criteria for success of the changes to the Committee.**
- 1.3 To agree appropriate next steps.**

**161. CEO'S REPORT**

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

Officers responded to questions from the Board:

- Customers using the East Court were encouraged to wear masks, however this was not a legal requirement for all events. Covid passes were also being used.
- Staff were being asked to wear masks and complete a lateral flow test twice weekly.

**RESOLVED to note the contents of the report.**

**162. FRRAC CHAIR'S REPORT**

**RESOLVED to note the report.**

**163. FINANCE UPDATE**

Dorota Dominiczak, Director of Finance and Resources Alexandra Palace, introduced the report as set out. It was noted that the financial recovery of the Trust would take longer than previously anticipated and result in more reliance on funding from the Local Authority.

**RESOLVED to note the report.**

**164. STREET AND PARK LIGHTING**

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

Officers responded to questions from the Board:

- Paragraph 9.1 set out the costs of replacing the lighting like for like – solar lighting worked out to be a cheaper option.
- There were solar lighting trials being carried out alongside providing lighting to specific areas in the park.
- If there were any concerns in relation to lighting in the park i.e. broken lights, safety concerns, then these should be reported to Visitors Services.

**RESOLVED to note the report.**

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

The Board noted that this was Dorota Dominiczak's last meeting and thanked her for all of her hard work during her time working for Alexandra Palace.

**166. FUTURE MEETINGS**

24 January 2022  
15 March 2022

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

**RESOLVED** that the press and public be excluded for the consideration of agenda items 16-24 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, Para 3 - information relating to the business or financial affairs of any particular person (including the authority holding that information), and Para 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

**168. EXEMPT - MINUTES**

**RESOLVED** that the exempt minutes of the Alexandra Palace and Park Board held on 11 October 2021 be approved as a correct record.

**169. EXEMPT - APTL CHAIR'S REPORT**

**The recommendations in report were approved.**

**170. EXEMPT - STRATEGIC RISK REGISTER**

**The recommendations in report were approved.**

**171. EXEMPT - LEASEHOLDER PROPERTY**

The recommendations in report were approved.

**172. SAFEGUARDING / WHISTLEBLOWING**

Nothing to report.

**173. EXEMPT - PAY REVIEW**

The recommendations in report were approved.

**174. EXEMPT - CEO PAY REVIEW**

The recommendations in report were approved.

**175. EXEMPT - SUCCESSION PLANNING**

The recommendations in report were approved.

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

None.

CHAIR: Councillor Anne Stennett

Signed by Chair .....

Date .....



## **MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD MEETING HELD ON MONDAY, 24TH JANUARY, 2022, 7.30 - 9.55 PM**

**PRESENT:** Councillors Anne Stennett (Chair), Elin Weston (Vice-Chair), Nick da Costa, Dana Carlin, and Bob Hare.

**Non-Voting Members:** Duncan Neill and Jason Beazley.

The following members joined the meeting virtually: Councillor Kirsten Hearn

### **1. FILMING AT MEETINGS**

The meeting was not filmed.

### **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Hearn and Nigel Willmott.

*Councillor Hearn joined the meeting virtually and took part in the discussion of the items but did not take any decisions.*

### **3. URGENT BUSINESS**

There was no urgent business.

### **4. DECLARATIONS OF INTERESTS**

There were no declarations of interest.

### **5. QUESTIONS, DEPUTATIONS OR PETITIONS**

There were no questions, deputations, or petitions.

### **6. MINUTES**

Under item 160, Proposal to Pilot Consultative Committee Changes, it should be clarified that the recommendations made were to hold two open forums and two Consultative Committee meetings **per year** during the pilot. This was agreed by the Board.

The Chair noted that the workshop was due to be organised with the Board and that this would be discussed with the Charity Secretary.

**RESOLVED**

That, subject to the above amendment, the minutes of the Alexandra Palace and Park Board held on 13 December 2021 be approved.

**7. TO CONSIDER ANY ADVICE OR COMMENTS FROM RECENT SAC/CC MEETINGS**

Cllr Carlin noted that she had submitted apologies for the meeting.

The Board noted the minutes of the Statutory Advisory Committee and Consultative Committee held on 30 November 2021.

**8. APPOINTMENT OF CHAIR OF THE FINANCE, RISK, RESOURCE, AND AUDIT COMMITTEE**

The Chair nominated Cllr Carlin to be the interim Chair of the Finance, Risk, Resource, and Audit Committee; this was seconded by Cllr Da Costa and unanimously agreed.

**RESOLVED**

To nominate Cllr Carlin as the interim Chair of the Finance, Risk, Resource, and Audit Committee.

**9. CHIEF EXECUTIVE OFFICER'S REPORT**

The Chief Executive introduced the report which provided an update on current issues, projects, and activities.

In response to questions, the following responses were provided:

- The Chief Executive highlighted the number of repairs and maintenance that had been undertaken as well as the amount of creative learning activity.
- It was noted that the Grow Back Greener application had been unsuccessful. Emma Dagnes, Deputy Chief Executive, explained that the team had received feedback from this application and there was confidence that there was a good chance of future success. It was added that there had been a large number of applications and that many of the successful applications had projects that were at a more advanced stage. It was noted that the team was targeting funds that were available for feasibility in order to develop projects to a more advanced stage in readiness for the next round of funding.
- In relation to creative learning, Cllr Weston suggested that it would be useful to explore links with Hornsey Town Hall. She noted that she was a Trustee at Hornsey Town Hall. Louise Stewart, Chief Executive, explained that there was a

good working relationship with Hornsey Town Hall and that it was useful to know where there were connections between the two organisations' boards.

- The Board passed on its congratulations in relation to the recent high profile events held at Alexandra Palace, including snooker and ice skating.

## **RESOLVED**

To note the report.

## **10. PROCUREMENT REPORT**

The Board considered the report which sought approval for the award of contract to the successful bidder of the Car Parking Management tender.

The report was discussed in the exempt part of the meeting to enable Board members to freely discuss all the information, with the agreement that all public information would be noted in the public minutes.

In response to questions, the following responses were noted:

- The Parking Management Scheme would operate 365 days a year but revenue generation would be based on compliance rather than enforcement.
- As the scheme was introduced, there would be an initial period where Customer Notice Letters (CNIs) would be used before any Parking Charge Notices (PCNs) were issued.
- Clarification meetings with tenderers had taken place as part of the Haringey Council procurement process. It was explained that this had allowed clarification on questions from the tender evaluation panel before final assessments were undertaken. As a result of this process, two of the bidders had increased their contract prices to include items that had been omitted from their original submissions but were desirable in the contract.
- The capital costs, as outlined in the exempt report, involved items such as Automatic Number Plate Reader (ANPR) cameras and pay machines and revenue costs relating to management and operational fees which would be paid monthly. The Trust did not have the capital to pay for infrastructure from the start of the contract but would re-pay this to the contractor over a period of five years. The infrastructure would then belong to the Trust and there was a clause in the contract which allowed the Trust to purchase the infrastructure without penalty if the contract was terminated early.
- It was noted that the variable costs were:
  - Staffing, which, as the system was embedded, may be reduced: and
  - Maintenance costs due to the age of the car park infrastructure.
- The assumptions about car parking income were considered to be reasonably accurate, based on the data from the existing donate to park scheme.
- There would be a more detailed implementation timeline and a Trustee workshop would be held before the car park charging was implemented.
- The management fees were fixed and any future decisions on car parking tariffs would need to take this into account as this would impact the Trust's finances.

- There were allowances in the costs for the replacement of cameras and maintenance work.
- It was noted that lit signage would likely be problematic in the conservation area and details would be discussed with the provider.
- In relation to a question about anti-social behaviour, it was noted that ANPR would be focused on charging for car parking and would not operate as a speed camera. It was stated that the Trust would have access to some data relating to vehicles which could be used to some extent, subject to the regulations around personal data.

Following consideration of the exempt information, it was

**RESOLVED**

1. To approve the award of contract for the provision of car park management infrastructure and services to Bidder 2, for a period of 10 years, with the option to extend for a further 5 years.
2. To authorise the Haringey Council's Head of Legal and Governance to seal the contract.

*Councillor Hearn did not take part in the voting for this item.*

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

There was no other unrestricted business that the Chair considered to be urgent.

**12. FUTURE MEETINGS**

It was noted that the next meeting of the Alexandra Palace and Park Board was 15 March 2022.

The Board members noted that Louise Stewart would shortly be leaving her role as Chief Executive and expressed their thanks for her years of service. The Board members stated that her advice and guidance had been invaluable and they wished her well in her new role.

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

**RESOLVED**

That the press and public be excluded for the consideration of agenda items 14-18 as they contained 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, Para 3 – information relating to the business or financial affairs of any particular person (including the

authority holding that information), and Para 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

**14. EXEMPT - MINUTES**

**RESOLVED**

That the exempt minutes of the Alexandra Palace and Park Board held on 13 December 2021 be approved as a correct record.

**15. EXEMPT - PROCUREMENT REPORT**

The Board considered the exempt information.

*Councillor Hearn did not take part in the voting for this item.*

**16. EXEMPT - CHIEF EXECUTIVE OFFICER SUCCESSION PLANNING**

The Board considered the exempt information.

*Councillor Hearn did not take part in the voting for this item.*

**17. SAFEGUARDING / WHISTLEBLOWING**

No safeguarding or whistleblowing matters were reported.

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

There was no other exempt business.

CHAIR: Councillor Anne Stennett

Signed by Chair .....

Date .....

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## **MINUTES OF MEETING Alexandra Palace and Park Consultative Committee HELD ON Tuesday, 30th November, 2021, 19:30-20:40**

### **PRESENT:**

**Councillors: Anne Stennett, Elin Weston and Bob Hare**

### **ALSO ATTENDING:**

**Jacob O'Callaghan (Consultative Committee Member), Gordon Hutchinson (Consultative Committee Member), Nigel Willmott (Chair) (Consultative Committee Member), Duncan Neill (Consultative Committee Member), Jason Beazley (Consultative Committee Member), Annette Baker (Consultative Committee Member)**

#### **49. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Dana Carlin and Mr Richard Hudson.

#### **50. DECLARATIONS OF INTEREST**

None were declared.

#### **51. URGENT BUSINESS**

There was no urgent business.

#### **52. MINUTES AND MATTERS ARISING**

Ms Rachael Macdonald had stated that she would not be a member as noted on page 2 of the minutes.

Ms Annette Baker was not present on the list of attendees.

At the last Alexandra Palace TV Group meeting, Ms Rachael Macdonald was appointed as Deputy.

RESOLVED: That, subject to the above changes, the minutes of the Consultative Committee meeting on 4 October 2021 be agreed as a correct record of the meeting.

The Committee considered the minutes of the Joint Statutory Advisory Committee and Consultative Committee held on 4 October 2021.

The Committee noted that Mr Duncan Neill needed to be listed as present at the meeting as a Member of the Consultative Committee (not the Statutory Advisory Committee). The

Committee also noted that Ms Liz Richardson and Councillor Scott Emery had sent their apologies for the meeting.

Mr Jacob O'Callaghan's comments on 7a (traffic enforcement) should also include thanking AP Staff for taking prompt action in relation to joyriders which were a problem and he appreciated that urgent action needed to be taken.

In relation to point I (Park Lighting), the action was to be taken by Ms Natalie Layton and the issue had been placed on the agenda for 13 December 2021 on the Alexandra Palace and Park Board.

On Point J (Black History Month), a reference should be changed to read 'Si Grant's' name as 'Cy Grant'.

RESOLVED: That the Joint Statutory Advisory Committee and Consultative Committee held on 4 October 2021 be noted.

The Committee considered the draft minutes of the meeting of the Alexandra Palace and Park Board held on 11 October 2021.

In relation to the Mast Lighting Policy, it appeared that the report did not certify that the item had been subject to consultation to the Consultative Committee or the Statutory Advisory Committee or with other interested groups.

The Committee noted that the Board would be happy for the item to be brought to the Consultative Committee for future consultation as policies and issues were regularly reviewed.

RESOLVED: That the draft minutes of the meeting of the Alexandra Palace and Park Board held on 11 October 2021 be noted.

### **53. CEO'S REPORT**

The Committee commented that:

- In relation to the major events being discussed on page 20 of the agenda papers, the times of the events would be included in future reports. Independent noise consultants are employed for large events with amplified music to monitor sound levels and also monitor in response to complaints during the events.
- Congratulations were in order regarding the Theatre hosting the BBC Earthshot Awards. In response to questioning about the Earthshot team's donation of trees and shrubs, it was noted that the Park Manager had approved the acquisition.
- It was important to acknowledge the Green Heritage Site Accreditation.
- The community payback scheme was working very well.
- The Committee noted the amount of rubbish (100 tonnes) collected on site since 1 April 2021.
- The festoon lighting applied for as part of the Outdoor Beer Garden Improvements planning application would have involved fixing to the historic fabric.



- The lighting around Dukes Avenue had not received any recent complaints. The Committee noted that the bus stop lights had been dealt with. Any issues should be noted with the location and referred accordingly to see if remedial work could be done.
- Some of the lighting in the park was not working. This was covered in the report. Attempts were underway to get remedial fixes in place. As this was potentially quite costly, a solar solution was being trialled. In the meantime, feedback on what was and what was not working was useful and attempts would be made to fix any lighting, but attempting to make old infrastructure work creates additional problems and delays in fixing.
- The Salix lighting project scheme was an interest free loan, calculated on payback over a period of time. This loan is paid back from the money saved on energy usage. . The total cost was around £500,000 and the payback would be under five years. However, the savings would take a longer period if energy costs kept going up
- The use of weedkiller had been reduced. The Park team had been challenged to come up with a solution avoiding its use. Manual removal of weeds is not taking place. The Trust welcomes volunteers to assist in controlling the weeds Members of the public will need to get used to seeing more weeds on site and are encouraged to consider them to be pavement plants.
- The provision of creative learning had changed during the coronavirus crisis. There had been a reduction in terms of volume of beneficiaries reached but there was a greater need for a targeted and wider range of delivery methods. On future funding streams, the team continue to apply for appropriate funding to support effective delivery and impact in combination with paid for activities.
- The family area had been congested during the Palace's Fireworks event and the speakers appeared to be loud for a family area. This would be taken into consideration by the team for future planning. Some of the congestion at the event was due to the wi-fi outage that had occurred as people walked around to find available wi-fi so they could download their NHS Covid passes. However, ticket holders were encouraged to download their passes before they arrived at the premises.
- The Palace had not been notified regarding the Haringey Council Controlled Parking Zone consultation that affected some streets surrounding the palace.

### RESOLVED:

1. That the update be noted.

## 54. PROPOSAL TO PILOT CONSULTATIVE COMMITTEE CHANGES

The meeting heard a variety of views including that:

- Some members were in favour of the proposals in the paper as it was evident that the current structure of the Committee was not the most representative group of residents in the borough and not the best way of representing stakeholders. However, it would be useful to confirm what the objectives of the forum actually were. In the past public meetings such as the licensing proposal in 2017 had worked well with members of the

public giving and discussion giving their views. One of the strengths of the Committee was that it had Board trustees as members.

- There appeared to be a risk that the Committee may become a question and answer session and this may not be productive.
- The reports, such as CEO reports, being submitted to the Committee three to four times a year was a good way to keep up to date and the Committees would like to see this practice continue for the open forum.
- It would be useful if the regular routine reports, which were available on the Council's website, were also made available to anybody who wanted them on the AP Website perhaps by linking to the Council's committee pages.
- Although the report considered the need for more community proportionate representation, it did not appear to represent the beneficiaries of the Charity. There were specific matters which needed to be referred to the Statutory Advisory Committee by law and some matters to the Consultative Committee due to the Council's constitution. There were many items that were put before the Board that did not come before either the Statutory Advisory or the Consultative Committees. The Board advertised any proposed decision one week before the meeting. The proposed forum stated that the public needed to provide two weeks' notice before submitting a question, but it would not be technically possible to do this as the papers to the Board were only published one week before. It was clarified that only items for including on the agenda should be requested with 2 weeks' notice.
- The proposal had only been published for about a week. The legal advice stated that there were no issues with the proposals for the pilot as long as the structure was unchanged, but it appeared that the proposal would change the structure. The proposals should not be agreed until a specially convened meeting of the Consultative Committee so that all interested parties including people from different organisations could attend it and provide their suggestions.
- It was possible to consider not agreeing to abolish the Consultative Committee but still have an open forum and have a positive pilot scheme. The forum could meet two times a year. This would help to examine how well the proposed processes would work.
- A discussion needed to be held on what an open forum would look like, how people would be brought into the conversation and a meeting could be held regarding the processes of the open forum.
- It needed to be clarified that the Consultative Committee could only be abolished by the Council.
- Solely advertising on social media would likely miss much of the target audience, particularly those who did not use social media. Other methods of advertising were necessary such as the use of posters in community centres, places of worship and local areas. Residents were more likely to become aware of the arrangements if signposting in those areas were used.
- It was difficult for the Consultative Committee to provide their views on ongoing issues if it was not meeting often enough.

- It would be disappointing to see the Committee not move forward with any proposed changes as there was at least some agreement amongst everybody that some form of a change was required. The Committee could at least see how the changes would take effect and facilitate a feedback loop.

The Chair stated that he had deep philosophical objection to the proposed model of governance and that it was premature to make a decision to approve the proposals as put forward at this point. There needed to be more discussion and the Consultative Committee should meet without Councillors to examine views at a greater depth. An initial trial period of 12 months had been proposed, however, during a conversation with senior council officers, the suggestion of a two-year pilot was put forward as their experience revealed that one year was quite a short timeframe to establish a wider understanding.. There was a big difference between a properly constituted council committee and an open forum. Consideration needed to be given as to what would happen if the Consultative Committee was lost, some members felt that the Statutory Advisory Committee and Consultative Committee were likely to be taken more seriously and be more constructive if separated.

The proposals needed to be taken to the next Consultative Committee so that a more full discussion could be held.

The Committee agreed that as an action, the proposals would be discussed at the next Consultative Committee, but also agreed to start the process of the idea of an open forum in principle. This was so that officers could be tasked with taking action so that some progress could be made.

The Chair stated that Ms Louise Stewart would be leaving in the new year and wished to express the Committee's thanks for her work in the last six years as she had left an admirable legacy and played a key role on how Alexandra Palace operated and oversaw improvements in governance and management structure.

Ms Stewart thanked her team and support from stakeholders.

RESOLVED:

- 1 That the proposals be submitted and discussed at the next Committee.
- 2 That initial work be started on the processes of an open forum.

## **55. MATTERS RAISED BY INTERESTED GROUPS**

There were none.

## **56. ITEMS OF URGENT BUSINESS**

There were none.

## **57. DATE OF FUTURE MEETINGS**

9 March 2022. Meeting of the Joint Statutory Advisory Committee and the Consultative Committee.

CHAIR:

Signed by Chair .....

Date .....