



# **ALEXANDRA PARK AND PALACE CHARITABLE TRUST**

## **BOARD MEETING**

**11 October 2021**

**Report Title:** Mast Lighting Policy  
**Report of:** Louise Stewart, CEO  
**Purpose:** To approve the new Mast Lighting Policy.

**Local Government (Access to Information) Act 1985 - N/A**

### **1. Recommendations**

- 1.1 To approve the new policy on lighting the mast at Alexandra Palace;
- 1.2 To delegate authority to the CEO to make amendments following any comments from the Corporate Trustee's legal team, in consultation with the Board by email and reported at the next Trustee Board meeting.

### **2. Summary**

- 2.1 The ability to light the mast, on top of the BBC tower, at Alexandra Palace was made possible through the East Wing Restoration Programme.
- 2.2 The purpose of lighting the mast was to highlight the heritage of Alexandra Park and Palace Charitable Trust, draw attention to our messages and highlight our activities.
- 2.3 To ensure it was lit for appropriate purposes an operational policy was created that stated the appropriate decision maker and process before the mast was lit. Over time the Trust received an increasing number of requests to light the mast for various purposes. The policy was varied to take account of external requests and an application process was added to ensure all requests were handled fairly, assessed against our charitable purposes and channelled into the same decision making process.
- 2.4 Whilst the purpose of lighting the mast was not to create a beacon for general public messaging, the iconic nature of the building and visibility of the mast generated a number of requests to take part in wider campaigns. Where these were

felt to be aligned with the Trusts charitable purposes and activities the Trust participated.

- 2.5 Not all requests internal or external were approved. A record of all applications and the outcome has been kept.
- 2.6 However the Trustees were recently questioned about their involvement in decision making on mast lightings following a refusal to light the mast, according to the policy at the time.
- 2.7 Whilst lighting the mast is generally an operational issue that would not involve the Trustee Board this particular refusal combined with the increased number and range of requests highlighted the need to review the policy.
- 2.8 The new policy attached at appendix one is a newly written policy and not an amended version of the previous operational policy. It has been created following consultation with the Trustee Board and enables the Trustees to take a decision on lighting the mast for purposes other than to deliver the Charity's purposes or on requests from external organisations that also that do not fall within the purposes.

### **3. Is the decision/ action consistent with the Charity's Vision, Mission Purpose and Values? Five Year Plan priority pillars?**

- 3.1 The new policy aims to ensure the Charity's resources are focused on delivering our Vision, Mission and Purpose. The willingness of the Trustees to review and revise the policy when questioned on it also demonstrates our value of being open and genuine.
- 3.2 Whilst the review and revision of the policy itself does not deliver the Five Year Plan Pillars it provides a clearer and more transparent process that will enable the Trust to use its resources more effectively.

### **4. Equality, Diversity & Inclusion (EDI)**

- 4.1 The mast policy ensures that all requests are treated equally, assessed and processed via the same procedure.
- 4.2 The policy if approved will be summarised and published on the website.
- 4.3 The policy of lighting the mast provides a means for the Trust to showcase its diverse programme of events and activities.
- 4.4 There have been no adverse impacts identified on any groups with protected characteristics.

### **5. Legal Implications**

- 5.1 The policy takes into account regulatory guidance from the charity commission about the appropriate use of charity resources.
- 5.2 The policy takes into account regulatory guidance from the charity commission on the Trustees responsibilities in relation to political campaigning

- 5.3 The Council's Head of Legal & Governance was consulted in the preparation of this report, and has no comment but due to timescales requires additional time to review the Charity Commission guidance referred and advises that the policy should not be implemented until the legal comments are received.

## **6. Financial Implications**

- 6.1 There are no financial implications of this report.
- 6.2 The Trustee Board are reminded that should adjustments be required to the planning permission governing the lighting of the mast, this will have minor financial implications.
- 6.3 The Council's Chief Financial Officer has been consulted in the preparation of this report, and has no comments.

## **7. Use of Appendices**

Appendix 1 – Mast Lighting Policy