

# **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 .....