

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 30 NOVEMBER 2010**

\*Denotes attendance

Councillors            \*Egan (Chair), Strickland (Vice-Chair), Hare, Scott, Stewart,  
Williams, Paley, Tarpey and Willmott

Non-Voting            Val Paley\*, Mike Tarpey\*, Nigel Willmott\*  
Representatives:

Observer:             David Liebeck

Also present:

- \*Mr A. Gill – Interim General Manager – Alexandra Palace
- \*Mr J. Barnett – Interim Facilities Management Consultant, Alexandra Palace & Park
- \*Mr I. Harris – Trust Solicitor
- \*Mr M. Evison – Park Manager – Alexandra Palace
- \*Ms R. Kane – Managing Director – Alexandra Palace Trading Limited
- \*Ms J. Parker – Director of Corporate Resources – LB Haringey
- \*Mrs N. Cole – Committee Clerk – LB Haringey

**MINUTE  
NO.**

**SUBJECT/DECISION**

<b>APBO18.</b>	<b>APOLOGIES FOR ABSENCE</b>  An apology for absence was received from Councillor Peacock and an apology for lateness was received from Nigel Willmott.
<b>APBO19.</b>	<b>URGENT BUSINESS</b>  There was no urgent business.
<b>APBO20.</b>	<b>DECLARATIONS OF INTERESTS</b>  The personal interests of Councillors Egan, Hare, Scott and Strickland were noted in relation to agenda items 10 and 11 as they were Directors to the Board of Alexandra Palace Trading Limited.
<b>APBO21.</b>	<b>QUESTIONS, DEPUTATIONS OR PETITIONS : TO CONSIDER ANY QUESTIONS, DEPUTATIONS OR PETITIONS RECEIVED IN ACCORDANCE WITH PART 4, SECTION B29 OF THE COUNCIL'S CONSTITUTION</b>  There were no such items.
<b>APBO22.</b>	<b>BOARD CALENDAR OF MEETINGS AND WORK PROGRAMME 2010/11</b>  The Work Programme was noted and welcomed by the Board.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 30 NOVEMBER 2010**

**APBO23. FINANCE UPDATE**

The Board received the Finance Update report on the results (Appendix 1 of the report) for the seven month period to 31<sup>st</sup> October 2010 and the forecast outturn for the 2010/11 financial year and noted the net year to date underspend of £119k and forecast underspend of £40k for the year. The cancellation of the Fireworks Event was the main reason for the forecast underspend to year end. However with the shortfall in profit from the trading subsidiary on that previously budgeted the overall financial position of the charity is that it is projected to exceed the deficit funding previously authorised by the Council.

The Board noted that there was nothing to report on the profit forecast for Alexandra Palace Trading Company (APTL) since the exempt report considered by the Board at its meeting on 14<sup>th</sup> October 2010.

The Board was reminded of the Chief Finance Officer's comments in paragraph 10.3 of the report urging the Board to keep budgets under constant review in order to maximise the level of under spends.

Page 13 of the agenda pack presented options (outlined in the table below) for reducing the Trust's revenue expenditure for 2010/11 and the risks associated with each option.

Option 1 - Repairs and maintenance	£50k saving
Option 2 – Salaries	£10k saving
Option 3 - Road repairs	£30k saving
Option 4 - Parks variable budget	£10k saving

The Board discussed the options and the following was noted.

Making the savings in Option 1 (Repairs and Maintenance) would mean prioritising the reactive Health and Safety work. Savings had already been made as a result of the new Facilities Management Contract. It was noted, however, that Option 1 could affect the ability to generate revenue at the Palace and reactive works might be unavoidable if there were health and safety risks.

In relation to option 3 (Road Repairs) the Board noted that complaints had been received regarding poor lighting of the roads and the need for a pot hole repairs programme.

Further to questions, the Director of Corporate Resources explained that the Council was obliged to fund the Trust and that income generated by the re-opening of the Ice Rink and other events would be taken into account as part of the Council's allocation of funding for 2011/12.

Councillor James Stewart reminded members that as a charity funded by the Council, it was important that Alexandra Palace and Park Charitable Trust did not overspend on its budget allocation.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 30 NOVEMBER 2010**

Mr Tarpey suggested that the savings in options 2,3, and 4 were made and this was seconded by Councillor Stewart. Iain Harris, legal representative, reminded Trustees that their statutory obligations included upholding, maintaining and repairing the Palace building. He advised that the Board might think it was appropriate to give the IGM a steer in relation to possible cost cutting rather than make direct decisions on officer matters. The Board acknowledged that greater savings were required in repairs and maintenance but that some works could not be avoided.

Mr Gill reminded the Board that as charity trustees they must act solely in the best interests of the charity. The only matters that Board members as charity trustees can consider are those having an impact on the charity and they must not consider any extrinsic matters.

**RESOLVED**

- i. That the results for the seven month period to 31<sup>st</sup> October 2010 and the forecast outturn for the 2010/11 financial year be noted.
- ii. That it be recommended, in relation to the options for reducing the Trust revenue expenditure in 2010/11, that officers attempt to contain the overall deficit funding requirement within the allocation from the Council and that information on how the Trust was exceeding its allocation from LB Haringey be presented to the Board, including the net position of the Trading Company (as part of an exempt report), at each meeting.

**APBO24. GOVERNANCE UPDATE**

The Board received the Governance Update report introduced by the Interim General Manager, Alexandra Palace and Park and noted the deadline of 15<sup>th</sup> December for the submission of Board members' comments in relation to the Independent Advisors to the Board job description. The Interim General Manager had not received any comments to date.

Nigel Willmott reported that the Consultative Committee Working Group had met on 29<sup>th</sup> November 2010 to consider the possibility of a future amalgamation of the Consultative Committee and the Statutory Advisory Committee (SAC). The Working Group had resolved that it was not against a joint meeting with the SAC. Such a committee could be structured in a way that would maintain the legal obligation of the SAC separately with a longer term vision of changing the membership of the SAC.

**RESOLVED** that the progress to date in implementing a number of the Board's previous resolutions on Governance and Future Vision be noted.

**APBO25. CAPITAL PROJECTS UPDATE**

The Board received the Capital Projects Update report introduced by John Barnett, Interim Facilities Management Consultant, updating on Capital projects during 2010/11 and the bid to the Council for Capital funding in 2011/12.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 30 NOVEMBER 2010**

	<p>The Board noted that the completion date for the ice-rink replacement was 10<sup>th</sup> December but the contractors had indicated that there could be a delay of one week due to last minute difficulties. This delay would not impact the launch of the ice-rink on 7 January 2010. In response to a question about whether the contractor had been approved by the Council, the Interim Facilities Management Consultant confirmed that the Council's procedures for procurement had been followed. The Interim General Manager highlighted that there had been successful negotiations during the procurement process and the contractor had been held to the project time.</p> <p>In response to questioning from Councillor Hare in relation to paragraph 8.1 (2011/12 Capital Bid to the Council) the Interim General Manager informed the board this it has seen the breakdown in a previous report to the Board and agreed to circulate details after the meeting about how the £500k Capital Bid would be split between repairs to the external fabric and replacement of the fire and evacuation systems.</p> <p style="text-align: right;"><b>Action: Interim General Manager</b></p> <p><b>RESOLVED</b> to note:</p> <ul style="list-style-type: none"> <li>i. The progress report on the Capital Projects.</li> <li>ii. That a further bid of £500k Capital Funding had been made to the Council for 2011/12.</li> <li>iii. That further updates would be presented on the matters covered by the report at future Board meetings.</li> </ul>
<p><b>APBO26.</b></p>	<p><b>PARK UPDATE</b></p> <p>The Board received the report of the Park Manager, Mark Evison, updating on current matters relating to the Park.</p> <p>In response to questions from Councillors Stewart, Hare and Scott it was noted that LB Haringey was responsible for gritting the main road through the Park and the bus route. Officers' attention was drawn to the fact that rock salt spread on the edges of pathways destroyed the grass it came into contact with. It was noted that a new mechanical spreader was being used to spread the rock salt more evenly.</p> <p>The Board noted that the Park Manager had recently reviewed the 9 leases currently in place in the Park and would be contacting the leaseholders regarding any breaches.</p> <p><b>RESOLVED</b> that the report be noted.</p>
<p><b>APBO27.</b></p>	<p><b>REGENERATION WORKING GROUP UPDATE/ FEEDBACK</b></p> <p>The Board received the update report on the Alexandra Palace and Park Regeneration Working Group (APPRWG) presented by the Interim General Manager, Alexandra Palace and Park.</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 30 NOVEMBER 2010**

Trustees agreed to approve the Mission Statement and, subject to an amendment to the Vision to include a comma after the word “all” in the last sentence, agreed the Vision.

Councillor Williams expressed disappointment that the holding statement for the APPRWG (page 43 of the agenda pack) made no mention of the Park and Palace. The Interim General manager highlighted that the statements would not be used in isolation but in the context of a specific task and that a number of caveats would be attached that linked with the Mission Statements.

The Board requested more detail about the work of the APPRWG and the Interim General Manager agreed to contact the Chair of the Working Group on behalf of the Chair of the Board regarding the supply of this information.

**Action: Interim General Manager**

**RESOLVED**

- i. That the early progress made by the Alexandra Palace and Park Regeneration Working Group (APPRWG) as outlined in the report be noted.
- ii. That the proposed new Vision has emerged from previous work done by the Board with officers and the input from stakeholders through the Future Vision Review undertaken in 2009 and early 2010 be noted.
- iii. That the Mission Statement be approved and the Vision for Alexandra Park & Palace be amended to read “To regenerate Alexandra Palace and Park, in the pioneering spirit of our founders, creating a proud, iconic London destination with global appeal - a successful, valuable and sustainable asset for all, including the local community and stakeholders.”
- iv. That the Board the holding statement in section 7 of the report be endorsed and the Chair be authorised to issue this statement to stakeholders and interested parties, in consultation with the Interim General Manager and/or the Chair of the APPRWG.
- v. That the Board the Interim General Manager be instructed to inform the Chair of the APPRWG of its resolution on these matters.

**APBO28. 'ALEXANDRA PALACE, THE PEOPLE'S PALACE' : A NEW IDENTITY**

The Board received the report “Alexandra Palace, the People’s Palace”: a new identity, introduced by Rebecca Kane, Alexandra Palace Trading Limited (APTL). The report proposed a unified identity and branding for Alexandra Palace and Park the logo of which would be used on and around the Park and Palace site as well as in communication (i.e. email signatures) and on marketing literature.

Trustees made positive comments on the report and the proposed sample literature including that it was professional and consistent. The Chair expressed some reservations.

In response to the Chair’s concerns about the cost of rolling out the new brand

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 30 NOVEMBER 2010**

across the site and it was noted that £30k from LB Haringey had been allocated as part of capital funding in 2009-10 for replacement signage. The Managing Director – APTL recognised the need to prioritise the signage work and would provide Board members with details via the Interim General Manager as part of the next Capital Projects update report.

**ACTION: MANAGING DIRECTOR - APTL**

Councillor Hare highlighted that the Interim General Manager, Alexandra Palace and Park and the Managing Director – APTL should work together to ensure mutual agreement of the style guidelines. The Managing Director – APTL, stated that all necessary parties would be consulted on the style guidelines.

**RESOLVED**

- i. That the adoption of a unified identity for both the Charitable Trust and the Trading Company be supported.
- ii. That the implementation of the new identity across the site be approved.
- iii. That Alexandra Palace and Park Charitable Trust adopt and start trading under a common brand ethos; 'Alexandra Palace the People's Palace' .
- iv. That the implementation of style guidelines be delegated to the Interim General Manager of Alexandra Palace and Park Charitable Trust, in consultation with the Chair, once created to ensure consistency in the use of the new identity and how the organisations communicated in the future.

**APBO29. MINUTES**

a) 14<sup>th</sup> October 2010

**AGREED** the minutes of the Alexandra Palace and Park Board held on 14 October 2010 be agreed as an accurate record of the proceedings.

b) 6<sup>th</sup> September 2010

The Board noted that the Minutes of the meeting of 6 September 2010 – agreed at the meeting on 14 October, contained a typographical error at Minute entry **APB043 – Governance** - page 4, 3<sup>rd</sup> bullet point – the last word **notoriety** should have read **nationally**. The minutes had been amended accordingly.

c) Consultative Committee - 16 November 2010

**AGREED** the **tabled** minutes of the Alexandra Palace and Park Consultative Committee held on 16<sup>th</sup> November 2010 be noted.

d) Advisory Committee - 2 November 2010

**AGREED** the minutes and noted the recommendations of the Alexandra Park and Palace Advisory Committee held on 2<sup>nd</sup> November 2010 be noted.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD  
TUESDAY, 30 NOVEMBER 2010**

<p><b>APBO30.</b></p>	<p><b>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b> There was no urgent business.</p>
<p><b>APBO31.</b></p>	<p><b>EXCLUSION OF THE PUBLIC AND PRESS</b></p> <p><b>RESOLVED</b></p> <p>That the press and public be excluded the from the meeting for consideration of Items 15 - 17 as they contained exempt information as defined in paragraph 3 of Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); namely information relating to the business or financial affairs of any particular person (including the authority holding that information).</p> <p>At this point in the proceedings (21.08hrs) the Chair moved an adjournment of 5 minutes. The MOTION was agreed nemine contradicente.</p> <p>The public meeting ended at 21:08 hrs.</p> <p style="text-align: center;"><b>SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</b></p>
<p><b>APBO32.</b></p>	<p><b>EXEMPT MINUTES</b></p> <p><b>AGREED</b> the exempt minutes of the Board meeting held on 14<sup>th</sup> October 2010.</p>
<p><b>APBO33.</b></p>	<p><b>345 PRESCHOOLS LTD: DEVELOPMENT AND LEASE PROPOSALS FOR THE ISLANDS BUILDING</b> <b>AGREED</b> to the recommendations in the report.</p>
<p><b>APBO34.</b></p>	<p><b>HEALTH AND SAFETY ISSUES</b></p> <p><b>AGREED</b> to note the report.</p>
<p><b>APBO35.</b></p>	<p><b>ANY OTHER EXEMPT/CONFIDENTIAL BUSINESS THE CHAIR CONSIDERS TO BE URGENT</b> The exempt meeting ended at 21:40 hrs.</p> <p>Once the meeting had closed a private briefing was held with members to consider security matters.</p>

COUNCILLOR PAT EGAN

Chair