

**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
MONDAY, 28 MARCH 2011**

Councillors Egan* (Chair), Strickland* (Vice-Chair), Hare*, Peacock*, Scott*, Stewart*, and Williams*

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

Observer: David Liebeck*

* Denotes present at meeting

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace
Mr I. Harris – Trust Solicitor
Ms H. Downie – Head of Finance – Alexandra Palace
Ms J. Parker – Director of Corporate Resources – LB Haringey
Mr C. Hart – Committee Manager (Clerk to the Board) LB Haringey

**MINUTE
NO.**

SUBJECT/DECISION

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| APB072. | APOLOGIES FOR ABSENCE Apologies for absence were received on behalf of Mike Tarpey, and Rebecca Kane. At this point in the proceedings the Chair advised that the order of business on the agenda would be varied in the exempt part of the meeting by considering agenda item 11 before item 10. NOTED |
| APB073. | URGENT BUSINESS The Clerk to the Board – Mr Hart advised that whilst there were no items of urgent business or reasons for lateness to be given, in respect of agenda item 6 – Governance Update – this item had been re-circulated on the afternoon of 18 March 2011 following the publication of the agenda earlier that day. There was no requirement to give reasons for lateness. NOTED |
| APB074. | DECLARATIONS OF INTERESTS Councillors Egan, Hare, Scott, and Strickland declared a personal and prejudicial interest in exempt agenda item 11 as Directors of Alexandra Palace Trading Limited and advised that they would leave the proceedings prior to the consideration of the item. |

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| | <p>Ms Parker also declared a personal and prejudicial interest in exempt agenda item 11 as a Director of Alexandra Palace Trading Limited and advised that she would leave the proceedings prior to the consideration of the item.</p> <p>NOTED</p> |
| <p>APBO75.</p> | <p>QUESTIONS, DEPUTATIONS OR PETITIONS : TO CONSIDER ANY QUESTIONS, DEPUTATIONS OR PETITIONS RECEIVED IN ACCORDANCE WITH PART 4, SECTION B29 OF THE COUNCIL'S CONSTITUTION</p> <p>Nil.</p> |
| <p>APBO76.</p> | <p>FINANCE REPORT</p> <p>The Chair asked for a brief introduction of the report.</p> <p>The Head of Finance – Alexandra Palace – Ms Downie informed the Board that the circulated report detailed the results for the ten month period to 31st January 2011 together with the forecast outturn for the 2010/11 financial year, and seeking an in principle approval of the revenue budget for the 2011/12 financial year.</p> <p>Ms Downie reported the results for the ten month period ended 31st January 2011 as detailed in Appendix 1 of the report, detailing unrestricted income of £14.7k below budget and unrestricted expenditure £221k below budget, resulting in a net underspend of £206k against budget. It was predicted that there would be a £93k underspend against the original budget, which was broadly consistent with the forecast presented at the meeting of 15th February 2011.</p> <p>Ms Downie also advised that the LB Haringey had informed the Trust of its approval of a budget allocation of £2,102,200 to the Trust in revenue funding for the 2011/12 financial year, but with an indicated desire for significant savings to be made against this budget. Ms Downie referred to the revenue budget for 2011/12, based on the £2,102,200 allocation, shown at Appendix 3 of the report and Ms Downie briefly outlined the key assumptions used. The Board was therefore asked to approve this budget in principle and agree to the establishment of a working group to identify where savings could be made across the Trust and Trading company. Ms Downie advised that in terms of the budget situation a number of points were covered in the exempt agenda item 11.</p> <p>With regard to the gift aid payment from Alexandra Palace Trading Limited (APTL) Ms Downie commented that the Trust budget assumed a gift aid payment from the trading company of £562k. The APTL Board had set a more challenging target though given the difficult trading environment and volatility of energy prices, the Trust budget assumed a certain level of contingency against this target. Further issues were covered in the exempt agenda.</p> <p>Ms Downie then briefly advised of the LB Haringey's further £500K in capital funding, with the priorities for capital expenditure being agreed in line with the independent infrastructure assessment currently being carried out and following further consultation with APTL. Ms Downie commented that a detailed capital budget would be presented to the Board at its meeting of 9th May 2011.</p> |

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The Chair thanked Ms Downie for her introduction and asked if there were any questions from Members.

Councillor Hare sought clarification as regards unforeseen staffing changes and the cost of the appointment and salary of the new Chief Executive of the palace.

(Mr Liebeck arrived at 19.40hrs.)

In response to further comments of Councillor Hare and Stewart regarding the costs of the Fireworks, Ms Downie advised that the cost of the Fireworks was in the region of £140K with an income of approx £50K. In response to further clarification Mr Gill advised that the budget assumed there would be no Firework display in November 2011.

(Councillor Williams arrived at 19.40hrs.)

The Chair then summarised and in moving the recommendation before the Board commented in particular on recommendation 2.4 in relation to the establishment of a working group to identify savings across the Trust and Trading company comprising of the Head of Finance, the Interim General Manager, and the managing Director APTL, and himself, with co-opted members as deemed appropriate by the Chair.

In response to points of clarification from Councillor Hare as to the locus of the working group and the need to explore possible external sources of funding, other possible regenerating ventures such as the former BBC studios etc the Chair advised that the working group could look at all possible areas of other funding, but emphasised that the working group did not have any executive powers and was not a decision making body. The Interim General Manager – Alexandra Palace – Mr Gill referred the Board to para 8.2 of the report which set out the proposed remit of the working group which would be to identify where savings could be achieved across the Trust and Trading Company and opportunities for generating additional income.. The Working Group would report back to Board outlining the proposed savings and opportunities for generating additional income. The working group would also be complimentary to the continuing work of the regeneration working group.

Following clarification by Mr Gill of the membership of the working group Councillor Williams felt that there should be two Board members sitting on the working group and suggested that the membership be varied to include Councillor Hare or Councillor Scott as substitute.

The Chair responded that he welcomed the varying of the membership of the working group, and that the ambit of the working group would also cover the identification of opportunities to generate income as well as reduce expenditure.

The Chair then MOVED and it was:

RESOLVED

- i. That the results for the ten month period to 31st January 2011 and the forecast outturn for the 2010/11 financial year be noted;

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| | <ul style="list-style-type: none">ii. that the action being taken by the Trust to minimise the call on the Council's resources for 2010/11 be noted;iii. that approval be given to the Trust's revenue budget for 2011/12 as set out in Appendix 3 subject to (iv) below;iv. that approval be given to setting up of a working group (with no executive powers) to identify savings across the Trust and Trading company and that the ambit of the working group also cover the identification of opportunities to generate income as well as reduced expenditure, with the membership comprising of the Chair of the Board – Cllr Egan, Cllr Hare (or Councillor Scott as substitute), the Interim General manager Alexandra Palace, the Managing Director Alexandra Palace Trading Limited, and the Head of Finance Alexandra Palace; andv. that it be noted that there would be no fireworks display in 2011. |
| APB077. | <p>GOVERNANCE UPDATE</p> <p>The Chair asked for an introduction of the report.</p> <p>The Interim General Manager – Mr Gill advised that the report before the Board detailed progress in implementing a number of its previous resolutions on Governance and Future Vision. In terms of the recruitment of the Chief Executive, the Director of Corporate Resources – Ms Parker – would give a brief update of progress.</p> <p>In terms of the recruitment of Independent Advisors to the Board Mr Gill advised that the LB Haringey's Full Council would be asked on 4 April 2011 to grant the necessary delegated authorities to the Board to enable the recruitment, selection and appointment of the proposed independent advisors. The report from the Board meeting of the previous September had been delayed due to further work in relation to governance issues, as well as discussion and agreement through the political groups of the Council, which did not occur until early January 2011 before the matter could then be concluded for agreement by Full Council. The resolutions taken by the Board required ratification by the Council in order to proceed with the independent member recruitment. Mr Gill thanked the Clerk to the Board – Mr Hart for his contribution in preparing the report to Full Council.</p> <p>Mr Gill went on to comment that the progress of the master plan, and that the work of the Alexandra Palace and Park Regeneration Working Group (APPRWG) was ongoing with the Options Analysis and Feasibility Study having reached Stage 3 Consultation both internally and externally and would next be moving into Stage 4 Analysis and Viability. There had been both Trustee and stakeholder</p> |

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briefing sessions, following the appointment of Locum Consulting and the APPRWG met on 1 March 2011 and received a presentation from Locum which covered their progress to date and sought approval for the next steps of the project, including the arrangement of a trustee Briefing Session on 1 March and two Stakeholder Meetings on 10 and 12 March.

With regard to the possibility of having a single Alexandra Park and Palace Statutory Advisory Committee, and Alexandra Palace and Park Consultative Committee Mr Gill advised that the Charity Commission had been written to regarding this issue and its response was awaited.

The Trust Solicitor – Mr Harris advised that in terms of the written letter to the Charity Commission it was hoped that there would be a response prior to the next scheduled Board meeting on 9 May 2011. Mr Gill added that there were two joint informal meetings of the Alexandra Park and Palace Statutory Advisory Committee, and Alexandra Palace and Park Consultative Committee the first scheduled for 5 April 2011.

With regard to the progressing of work on the recruitment of a Chief Executive officer Mr Gill advised the Executive Search and Recruitment Consultants – Odgers Berndtson had been engaged to assist in the process, and the necessary changes to the Council's constitution in respect of Employment Procedure Rules would be considered at the meeting of Full Council on 4 April 2011. The Director of Corporate Resources – Ms Parker commented that in terms of the recruitment process there were currently revisions being made to the timetable and that the Board would be kept updated of progress and relevant dates.

The Chair thanked officers for their brief introduction and in asking if there were any points of clarification, sought confirmation in relation to the person now chairing the Regeneration Working Group given that the previous person – Mr Niall Bolger had left the Council's employment to take up the position of Chief Executive at LB Sutton. Mr Gill responded that Anne Lippitt had taken over from Mr Bolger as Interim Director of Place and Sustainability and would therefore Chair the APPRWG.

Mr Liebeck referred to the Stakeholder meeting on 12 March 2011 which he had attended and commented that in terms of the attendance and general view of the presentation he did not feel that the consultants clearly understood the local view and feeling with regard to the iconic and historic importance of the Palace, and that the concerns and views expressed by those attending may not be fully grasped. Mr Liebeck felt that the concept of a 'People's Palace' was not quite appreciated or understood. Mr Liebeck expressed his concern that whilst he appreciated that a number of stakeholders had been in attendance and had expressed views he did feel that there needed to be a wider consultation in the local area in order to obtain a wide range of views/comments.

The Chair, in response advised that the Consultants had been advised of the need for clear and informed consultation and would be sharing all views expressed at the stakeholder forums. The Chair also commented that it may well be an interpretation of how well the consultants had addressed the events, and that it was not a question that one idea would be 'nailed down but rather a

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strategic concept of the possible usage of the Palace. The Chair cited the Emirates Stadium which had, whilst having the overall concept of football, was also used for other events etc.

Councillor Stewart commented that the key purpose of the recent stakeholder events was to identify a whole series of options in order to then be able to try to come up with a solution that aimed to try to meet the expectations of all concerned. It was a fact that there also needed to be a solution that allowed for commercial sustainability.

Mr Gill commented that LOCUM had undertaken high level market soundings but they would not be talking at all with any potential developers or existing operators until such times as there was a clear concept with which to work. The whole issue of consultation and then a review of this was to have an idea of what might be possible, and that the level of consultation had been extremely high.

Mr Liebeck commented in response that in his view, given that there would be a report to the Board on 9 May 2011 on the results of the stakeholder and internal consultation, he did feel that that there needed to be a wider level of consultation, and perhaps even a public meeting type event in order for the wider public to be consulted.

Councillor Hare commented that he agreed with the comments in respect of needing a solution that would best fit the future of the Palace, and attempting to meet the requirements of the local community. In respect of the process going forward to appoint independent experts he did feel that the process should not be just influenced by just what the Board's view was, but also by the local community as a whole, given the history of the palace and its iconic status. He felt that it was a question of what really would work at the palace and what would be of public benefit. The Chair responded that the issues raised by Councillor Hare had been addressed in LOCUM's presentation to the Stakeholders and Board members alike.

Councillor Stewart commented that it was a fact that only 50% of the footprint of the place was currently used and that there needed to be a realistic view taken of whether the palace as a whole could be utilised.

Mr Gill reminded the meeting that contrary to the perceived view that the LOCUM consultation was starting from nil, this was indeed not the case, as there had been considerable work from the previous 18 months of Stakeholder consultation in conjunction with Board members – and public engagement. In the sense of what could be asked in consultation this had had to be clear based on a series of options already discussed and commented on by the previous 18 months member and stakeholder forums. The whole process embarked upon had been a pre-cursor to the master planning process and the result was a mix of what may or may not happen.

The Chair thanked officers and members for their contributions. The Clerk to the Board – Mr Hart, referred to para 6.4.6 which stated that the decision of Council could be acted on after the statutory call-in period following the 4 April Full Council meeting, and advised the meeting that decisions of Full Council were not subject to a statutory call-in period.

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The Chair thanked Mr Hart for advising of this. There being no further comments the Chair summarised and it was:

RESOLVED

- i. That the progress to date in implementing a number of Alexandra Palace and park Board's previous resolutions on Governance and Future Vision be noted; and
- ii. that in respect of the on-going governance issues/matters further reports would be presented to future Alexandra Palace and Park Boards.

APB078. CAPITAL PROJECTS UPDATE

The Chair asked for an introduction of the circulated report.

In a comprehensive introduction the Interim General Manager – Mr Gill advised that the report provided a progress report on the capital project works that had been undertaken during 2010/11.

With regard to the Ice Rink Replacement Mr Gill reminded the Board that the Ice Rink project completed on 10 January 2011, 4 weeks later than had been scheduled. The forecasted cost for the project was within the approved cost plan and discussions were continuing between the Team and the Principal Contractor to finalise the account. As detailed in the report, discussions were in progress on a range of issues with the contractor. Following the formal opening of the facility on 21 January 2011, the Ice Rink operationally performed well and had attracted good public support.

In terms of the dilapidations works Mr Gill reported that the spend from the Council Capital grant for 2010/11 of £500,000 was currently forecast at £450,000, with the £50,000 balance requested to be carried over into 2011/12 to mitigate any outstanding claims. Concerning internal dilapidations the Palm Court meeting rooms had been refurbished with improved lighting, false ceiling, re-decoration and new flooring, and work was in progress to the Palm Court West Entrance with the stone steps being refurbished and/or replaced together with the repainting of the entrance, with a scheduled completion by the end of March 2011.

Concerning the external building dilapidations Mr Gill advised that work had commenced on the previously reported high priority works using abseiling techniques and high lift work platforms to remove loose render, brickwork and removing the plant growth, and an anticipated completion of work by the end of March 2011. In respect of the structural steelwork survey of basement level Mr Gill commented that the completed detailed survey of the basement steelwork had identified several areas requiring attention, but with few serious structural failures. The structural engineer had commented that should conditions leading to the deterioration in condition of building fabric not be addressed urgently, then the number of structural failures and the extent of deterioration would increase quite

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significantly. Mr Gill went on to advise that work had now commenced on the implementation of the report's recommendations being the steel supports to fractured trusses, and water ingress causing corrosion.

With regard to the Fire Alarm Upgrade/Replacement Mr Gill advised that the design and specification for the new fire detection and evacuation system was now completed. There had been invitations to tender sent to five recognised fire alarm contractors on 11th March 2011 and the tenders were due back in four weeks, with a report being submitted to Board meeting on 9 May 2011 regarding the contract award.

In regard to the theatre work Mr Gill briefly outlined the dry rot treatment, that had made safe some areas of structural decay and the removal of old debris/ pigeon guano from areas was now complete, though the area remained a restricted access area owing to the poor condition of the internal fabric. Mr Gill reported welcomed news that following discussions with English Heritage the sum of £20,958k had been released to Alexandra Palace for works that had been carried out in previous years on the under-stage areas.

Mr Gill then advised of the upgrade of the Data/Comms Infrastructure and the completed full IT system review which endorsed the need to improve the system bandwidth, which was very slow and imposed severe restrictions on Alexandra Palace Trading Limited. The review also endorsed the urgent need to replace the telephone system owing to the system's age and obsolescence and the Trust were currently working with the Councils Data/Comms team in upgrading the bandwidth to 10 Meg Bits/sec and reviewing the most economic way of upgrading the telephones.

Mr Gill referred also to the signage improvement work now in progress by APTL on Phase 1 across the site and further updates would be given as appropriate.

As earlier reported Mr Gill referred to the approved £500,000 capital grant for 2011/12 from the Council to the Trust during the 2011/12 financial year. As part of the bid process a paper detailing a 10 year programme of "steady state" investment needed to keep the site operational and to avoid site closure had been submitted and at the instigation of the Chair of the Board, an independent review and report on APPCT's assessment of the condition of the Palace fabric, structure and vital building services had been commissioned. The report was expected in the next week or so and its findings may influence the priorities of the proposed capital expenditure programme for 2011/12 which will be submitted to the Board for approval at its meeting on 9 May 2011.

The Chair thanked Mr Gill for his detailed update and asked if there were any points of clarification.

Councillor Peacock referred to the signage improvements and advised that the sign at the corner to the slip road to the Palm Court entrance appeared to be propped up by the tree behind it and asked that this be looked at. Councillor Peacock added that the park itself was looking magnificent currently in the early spring bloom and congratulated officers on the appearance.

Councillor Williams, with reference to the Data/Comms infrastructure, and the

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liaison with the Council in terms of IT, questioned whether this was value for money given the costly IT service, and the previous IT difficulties that were well known.

In response to the point raised Mr Gill thanked Councillor Peacock for the compliments regarding the Park which would be passed on to the park manager-Mr Evison, together with her concerns about the signage on the slip road to the Palm court entrance. Concerning the IT issues raised by Councillor Williams Mr Gill reported that there had been no working contract entered into with LB Haringey's IT Services but that the IT service was assisting with the issue of framework services development and broadband connection. Also given the large contracts IT services had with external providers it may be possible for the Trust to negotiate a good rate with one of the providers – however the system used by the Trust would be wholly separate and independent and not linked to Haringey's main frame etc. The main frame being looked at for the Trust and APTL would hopefully include an integrated telephone system with a higher and better specification.

In response to points of clarification from Councillors Hare and Scott Mr Gill advised that both the Trust and APTL had one IT system now and that the new system would cover both areas. It was hoped that there would a WI-FI connection in the majority of public areas and small scale trials would be carried out for WI-FI in the palm Court area.

(Mr Willmott arrived at 20.25hrs).

Councillor Hare referred to Mr Gill's reference to pigeon guano and thought that the Allotments at the palace may welcome the use of it.

The Chair then summarised and it was:

RESOLVED

- i. That the progress report on the Capital projects as detailed be noted;
- ii. that the proposed 2011/12 capital expenditure programme for Alexandra Palace be submitted for approval at meeting of the Alexandra Palace and Park Board on 9th May 2011; and
- iii. that the Interim General Manager Alexandra Palace be delegated authority , as Project Sponsor, to conclude the negotiation and settlement of the final account payable to the contractor in the matter of the Alexandra Palace Ice Rink Refurbishment Project, including the sum of any compensation or liquidated damages payable to the Alexandra Palace Trust.

APBO79. MINUTES

The Clerk to the Board – Mr Hart advised of an amendment to the unrestricted minutes of the meeting of the Alexandra Palace and Park Board of 15 February

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| | <p>2011 in respect of minute APB060 – Resolution V as follows:-</p> <p>At line 5 -6 the following words be deleted ‘invited non-voting observers consisting of one Advisory/Statutory Advisory Board Trustee’ and replaced with:</p> <p>‘with an invited non-voting observer consisting of either one Alexandra Palace and Park Consultative Committee Member, or one Statutory Advisory Committee Member’</p> <p>The Chair then summarised and it was:</p> <p>RESOLVED</p> <p>That the unrestricted minutes of the meeting of the Alexandra Palace and Park Board of 15 February 2011 be agreed and signed as an accurate record of the proceedings subject to the following amendment;</p> <p>Minute APB060 – Resolution V – at line 5 -6 – the following words be deleted ‘invited non-voting observers consisting of one Advisory/Statutory Advisory Board Trustee’ and replaced with:</p> <p>‘with an invited non-voting observer consisting of either one Alexandra Palace and Park Consultative Committee Member, or one Statutory Advisory Committee Member’</p> |
| APBO80. | <p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED</p> <p>That the press and public be excluded from the meeting in respect of Items 10-11 as they contain exempt information as defined in Section 100a of the Local Government Act 1972; Para 3 – 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 (20.25hrs) the Chair MOVED an adjournment of 5 minutes which was agreed nemine contradicente.</p> <p>The meeting reconvened at 20.30hrs.</p> <p>The Chair advised of a variation of the agenda order to next consider Agenda item 11.</p> <p>The Chair also welcomed Councillor Solomon to the meeting and advised that Councillor Solomon would be remaining for the duration of the proceedings.</p> <p>SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</p> |
| APBO81. | <p>GROUNDS MAINTENANCE CONTRACT</p> <p>Agreed recommendations as varied during discussion.</p> |

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| APBO82. | <p>FINANCE REPORT</p> <p>At this point Councillors Egan, Hare, Scott and Strickland, having declared a personal and prejudicial interest in the item earlier in the meeting, withdrew from the proceedings, as well as Ms Parker – Director of Corporate Resources – LB Haringey.</p> <p>The Clerk to the Board – Mr Hart – sought nominations for the position of Chair for the remainder of the proceedings.</p> <p>Councillor Peacock nominated Councillor Stewart. There being no other nominees Councillor Stewart took the Chair nemine contradicente.</p> <p style="text-align: center;">COUNCILLOR STEWART IN THE CHAIR</p> <p>Agreed recommendations as varied during discussion.</p> |
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The meeting ended at 21.05hrs

COUNCILLOR PAT EGAN

Chair