

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
TUESDAY, 29 NOVEMBER 2011**

Councillors Cooke (Chair), Stewart (Vice-Chair), Hare, Peacock, Scott, Waters and Williams

Non-Voting Representatives: C. Marr, V. Paley and N. Willmott

Observer: D. Liebeck

Also present:

Mr. D. Wilson (Chief Executive – Alexandra Palace)

Ms. R. Kane (Managing Director – Alexandra Palace)

Mr. M. Evison (Park Manager – Alexandra Palace)

Ms. H. Downie (Head of Finance and Company Secretary – APTL)

Mr. I. Harris (Trust Solicitor)

Ms. J. Parker (LB Haringey Director of Corporate Resources)

Mr. M. Hopson (LB Haringey – Head of Regeneration & Development – Alexandra Park & Palace)

Mr. S. Davidson (LB Haringey – Building Schools for the Future project)

Ms S. Barratt (Deloitte Auditors)

Ms. N. Cole (Clerk)

**MINUTE
NO.**

SUBJECT/DECISION

APBO155.	<p>APOLOGIES FOR ABSENCE</p> <p>There were no apologies for absence.</p> <p>Apologies for lateness were received from Cllrs Hare and Peacock.</p>
APBO156.	<p>URGENT BUSINESS</p> <p>AGREED to consider an item of urgent business relating to incidents at Alexandra Palace over the weekend, 24-25 November 2011 (recorded at minute 165).</p>
APBO157.	<p>DECLARATIONS OF INTERESTS</p> <p>It was agreed that LB Haringey senior officers had a conflict of interest in relation to an item within the Property Matters Exempt report and would therefore be invited to leave the room during the exempt discussions.</p>
APBO158.	<p>QUESTIONS, DEPUTATIONS OR PETITIONS</p> <p>There were no such items.</p>
APBO159.	<p>MINUTES</p> <p>i. <u>Unrestricted Alexandra Palace and Park Board minutes</u></p>

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	<p>The unrestricted minutes of the Alexandra Palace and Park Board meeting held on 18th October 2011 were confirmed as an accurate record of the proceedings.</p> <p><u>Matters arising</u> <u>Resolution at minute no APBO (iii)</u> – in response to questioning it was reported that publication of a redacted version of the exempt minutes of the meeting held on 18th October would be considered once the exempt minutes of that meeting had been approved. The redacted minutes were likely to answer outstanding questions previously submitted by the Statutory Advisory Committee in relation to the Firoka matter.</p> <p>RESOLVED that the minutes of the Alexandra Palace and Park Board meeting held on 18th October 2011 be approved.</p> <p>The unrestricted minutes of the special Alexandra Palace and Park Board minutes held on 17th November 2011 were still in the clearing process and would be approved at the next meeting.</p> <p>ii. <u>Alexandra Park and Palace Advisory Committee – 8th November 2011</u></p> <p>NOTED the minutes of the Alexandra Park and Palace Advisory Committee held on 8th November 2011.</p> <p>iii. <u>Informal Joint Meeting of the Alexandra Palace and Park Advisory and Consultative Committees – 8th November 2011</u></p> <p><u>Matters arising</u> Minute no. APSC29 – UNESCO World Heritage Site Recognition – the Board agreed that this item would be fully considered at the next meeting, including a presentation by the local resident, Clive Carter, who had submitted the proposals.</p> <p>NOTED the minutes of the Informal Joint Meeting of the Alexandra Palace and Park Advisory and Consultative Committees held on 8th November 2011.</p> <p>iv. <u>Alexandra Park and Palace Consultative Committee – 8th November 2011</u></p> <p>NOTED the minutes of the Alexandra Park and Palace Consultative Committees held on 8th November 2011.</p>
<p>APBO160.</p>	<p>PARK UPDATE</p> <p>RECEIVED the report from Mark Evison, Park Manager – Alexandra Palace, on Park matters.</p> <p>NOTED</p> <p><u>Cricket Club and Grounds</u> (Paragraphs 7.1-7.8 of the report, pages 10-12 of the agenda pack)</p> <ul style="list-style-type: none"> • Re. Paragraph 7.6 – it was reported that LB Haringey engineers had considered the detailed plans for the foul drainage system proposals and

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	<p>officers' concerns had been reduced.</p> <ul style="list-style-type: none">• The Building Schools for the Future (BSF) team had employed an ecologist who had advised on a suitable methodology for the work.• The Park Manager would meet with BSF staff to discuss plans for the water irrigation system on Friday 2nd December.• Members of the Advisory and Consultative Committees had been consulted and responses were mainly accepting of the plans for the foul drain, although some concerns were raised about the visual impact of the proposed storage tank and fencing for the irrigation system. Some members agreed that the design of the irrigation system was inappropriate.• Concerns were also raised about the short space of time given to the Board to consider the proposals and that no other options had been presented. Sam Davidson, BSF Project Manager, apologised for the short notice of this matter, explaining that the BSF team had not been aware that the proposals required planning permission. He informed the Board that the proposals could be amended to install the irrigation tank underground although this would increase the cost of the project.• Duncan Wilson, Chief Executive – Alexandra Palace, stated that the matter required proper consideration, particularly by the Statutory Advisory Committee, including that the irrigation tanks may possibly be incorporated with existing tanks outside of the cricket pavilion. He suggested that the proposal for the sewage pipe be separated from the proposal for the water irrigation system so that the sewage pipe works could be conducted while the water irrigation system is considered further. The Board noted that one contract covered both proposals and the BSF team was keen to obtain the Board's agreement at least in principle.• Board members agreed that it was not able to take a decision without further information and the advice of the Statutory Advisory Committee. <p>RESOLVED that</p> <ol style="list-style-type: none">i. The content of the Park Update report be noted.ii. The Building Schools for the Future proposals relating to a new sewer pipe across Newland Field and a water irrigation system be supported in principle, subject to more detail including satisfactory drawings and designs being presented to the Board in February 2012 and the advice of the Statutory Advisory Committee. The "in principle" agreement was also subject to an agreed method statement and full indemnity.
<p>APBO161.</p>	<p>FINANCE UPDATE</p> <p>RECEIVED the Finance Update report introduced by Helen Downie, Head of Finance, Alexandra Palace and Park, as laid out in the report.</p> <p>RESOLVED</p> <ol style="list-style-type: none">i. That the results for the six months to 30th September 2011 against budget be noted.ii. That the Trust is still forecasting to remain within the £2.102m budget

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	<p>allocation for the year be noted.</p> <p>iii. That the Trust approach the Council requesting that the savings found in 2011/12 be redirected to the regeneration programme support and also essential works that will support the future regeneration activity.</p>
APBO162.	<p>APPROVAL OF 2011 ACCOUNTS</p> <p>RECEIVED the report seeking approval of the Trust Financial Statements for the year ending 31st March 2011, introduced by Helen Downie (Head of Finance, Alexandra Palace) and Sue Barratt (Deloitte Auditors).</p> <p>NOTED</p> <ul style="list-style-type: none">• The Board’s attention was drawn to the Deloitte audit summary on page 79 of the agenda pack and the key audit areas, and that there had been two recommendations for improvements to control systems.• A query was raised about there being “no impact” on the Trust’s accounts (paragraph 6.2 of the report) if the Council consolidated the accounts of the Trust into its group accounts. The LB Haringey Director of Corporate Resources explained that the position of the Trust and Council accounts would be unchanged but the way it was reported would change and instead of the Trust’s accounts being appended to the Council’s accounts they would be included in the main document.• It was agreed that the wording on page 30 of the agenda pack in the second sentence under the heading “Governance and Regeneration”, would be amended to state that “the Board agreed to be guided by the principles of the NCVO Code of Good Governance”.• The Board thanked Ms Barratt for attending and also extended thanks to Helen Downie for all her work as Head of Finance during her time at Alexandra Palace and wished her well in her new role. <p>RESOLVED</p> <p>i. That the contents of the letter of representations be approved and the Chair be nominated to sign the letter on behalf of the charity.</p> <p>ii. That it be agreed that it was appropriate to prepare the consolidated accounts on a going concern basis.</p> <p>iii. That the Trustees Report and Consolidated Financial Statements for 2010/11 be approved and the Chair be nominated to sign them on behalf of the Trust for submission to the Charities Commission.</p> <p>iv. That the content of the report provided by Deloitte on the audit of the consolidated financial statements for the year ended 31st March 2011 be noted.</p> <p>v. That Deloitte be reappointed as auditors to Alexandra Park and Palace Charitable Trust for the financial year 2011/12.</p>

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APBO163.	<p>REGENERATION</p> <p>RECEIVED the report updating on the work of Regeneration Working Group, introduced by Mark Hopson, Head of Regeneration and Development, Alexandra Park and Palace, as laid out in the report (pages 93- 99 of the agenda pack).</p> <p>In response to questions the following was NOTED</p> <ul style="list-style-type: none">• It was expected that English Heritage would provide feedback on the Trust's bid for funding before Christmas.• Some Board members commended the high quality, coherent plans for the future of the Palace.• The Conservation Area Architect would be recruited as part of a personal procurement process via one of five leading conservation practices.• Consultation had so far generally been focused on gaining public opinion but wider consultation would take place and feed into the strategic framework.• The bid for funding from the Council and (paragraph 6.5) and the bid for Heritage Lottery funding (paragraph 8.3) would run in parallel but the Haringey bid was to fund the regeneration project whereas for Heritage Lottery Funds English Heritage would need to see a detailed plan for specific development and refurbishment.• There would be many events at the Palace to publicise the regeneration project. <p>RESOLVED</p> <ol style="list-style-type: none">i. That the on-going regeneration related work since the last update on the 18th October 2011 be noted.ii. That the strategic objectives drafted at the Trustee Away Day be agreed and approved. It was noted that these agreed principles will form the basis of market research with potential music/entertainment operators.iii. That the proposed key messages in the Communications Strategy be noted.iv. That the forthcoming regeneration milestones be noted and the proposal to include regeneration as a standing agenda item at the Statutory Advisory Committee (SAC) and Consultative Committee (CC) be approved as well as the intention of holding a formal public consultation event in March 2012.
APBO164.	<p>GOVERNANCE</p> <p>RECEIVED the report of Duncan Wilson, Chief Executive – Alexandra Palace, on the timetable of meetings proposing that the Board move to quarterly meetings.</p> <p>NOTED</p>

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- The Statutory Advisory Committee and Consultative Committee meetings should be scheduled to similar quarterly timescales as the Board but in advance of the Board meetings to allow time for their advice or recommendations to feed into the Board.
- Nothing prevented a special Board meeting being held in between scheduled meetings if required and communication with Board members would still take place in between meetings.

RESOLVED

- i. That the report be noted and the proposed new quarterly frequency of Board meetings be approved with effect from the new municipal year in May 2012. The Chairs of other relevant Committees are invited to co-ordinate their meetings with the main Board.
- ii. That the scheduled meeting on 19th December be cancelled and the regular meeting scheduled for 3rd April 2012 be moved to mid-May 2012 in order to establish the new quarterly frequency. It was agreed that the 3rd April 2012 be held as a provisional date for a special meeting to consider regeneration issues.

APBO165. ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT

a. Incidents at Alexandra Palace over the weekend, 24-25 November 2011

Duncan Wilson, Chief Executive – Alexandra Palace read the following statement:

“Members of the Board will be aware of the tragic deaths of two young men following an indoor music event at Alexandra Palace over the weekend. 22,800 people attended the Winter Music Festival on Friday and Saturday nights, running from 9pm to 6am the following morning on each occasion.

We are necessarily constrained in what we can say by the ongoing police investigation. However the police are now no longer concerned that this may be an escalating situation, and are attributing the two fatalities to separate incidents. They have made it clear that as far as they are concerned our very detailed event and security plan was comprehensive and properly prepared and they recognise our zero tolerance policy to drugs. A full, independent report will be prepared for the Board in due course.

The following statement on behalf of Alexandra Palace and the event organisers has now been updated as follows:

‘Alexandra Palace and Lock N Load Events are deeply shocked and saddened by the two fatalities that occurred over the weekend.

The police are being fully assisted in their ongoing investigation and have commented that they are happy with the procedures the venue and event organiser had in place.

Alexandra Palace works closely with its local authority and event organisers to

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	<p>ensure that the correct policies for public safety are in place during all events. Both the venue and last weekend's event organiser operate a zero tolerance drugs policy and employed security teams to enforce all measures possible to protect visitors.</p> <p>All those involved in the two events extend their deepest sympathy to the family and friends of the two men and our thoughts are with the man currently in hospital who we are told is in a critical but stable condition.' ”</p> <p>NOTED</p> <ul style="list-style-type: none"> • A full investigation into the incidents would be conducted and a report provided to the Board in the future. • In response to comments Rebecca Kane, Managing Director, Alexandra Palace Trading Company (APTL) explained that every event had a plan which was signed off by the responsible authorities and processes were reviewed before, during and after all events. • In response to concerns that Board members had not been alerted to the incident until the Sunday afternoon it was noted that whilst every effort was made to communicate the incident to Board members as soon as possible information was not immediately forthcoming. • The Chair reminded Trustees of the protocol for referring enquiries to Palace officials in such cases. <p>RESOLVED to note the Chief Executive's statement and to endorse the use of the words “shocked and saddened”.</p> <p>b. <u>Facilities Manager</u></p> <p>NOTED the vacancy for a Facilities Manager, Alexandra Palace.</p> <p>RESOLVED that recruitment of a permanent Facilities Manager be delegated to the Chief Executive, in a similar way to that of the last occasion when this post was vacant..</p>
<p>APBO166.</p>	<p>FUTURE MEETINGS</p> <p>NOTED</p> <p>19th December 2011 – CANCELLED 16th February 2012 3rd April 2012 – PROVISIONAL Mid- May 2012 – TO BE CONFIRMED</p>
<p>APBO167.</p>	<p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED that the press and public be excluded from the meeting in for the consideration of agenda items 14 – 17 (minute numbers 168 – 171) 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</p>

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	legal professional privilege could be maintained in legal proceedings.
APBO168.	FINANCE REPORT RECOMMENDATIONS AGREED
APBO169.	ANNUAL PROPERTY REPORT RECOMMENDATIONS AGREED
APBO170.	MINUTES To be agreed outside of the meeting.
APBO171.	ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT NONE The meeting ended at 21:05 hrs.

COUNCILLOR MATT COOKE

Chair