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18 July 2023

To: All Members of the Alexandra Palace and Park Board

Dear Member,

Alexandra Palace and Park Board - Wednesday, 19th July, 2023

I attach a copy of the following reports for the above-mentioned meeting which were not available at the time of collation of the agenda:

24. EXEMPT - APTL BOARD CHAIR'S REPORT (PAGES 1 - 2)

To note the feedback from the APTL Board

Yours sincerely

Felicity Foley, Committees Manager

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ALEXANDRA PARK AND PALACE CHARITABLE TRUST BOARD

19 JULY 2023

Report Title: Exempt – Feedback from the Chair of the APTL Board

Report of: Nick da Costa, Vice Chair of APTL Board

Local Government (Access to Information) Act 1985 - This report contains exempt information as defined in Schedule 12a of the Local Government Act 1972; Paragraph 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information)

1. Introduction

- 1.1 The APTL Board of Directors are responsible for the strategic direction, leadership and governance of the Charity's trading subsidiary.
- 1.2 The minutes of APTL Board meetings are circulated to Trustee Board Members in their information packs.
- 1.3 This report highlights relevant considerations of the APTL Board at its meeting on 29th June 2023. Present at the meeting were: Cllr Nick da Costa, Andrew Morton, Jamie Copas, Cllr Emine Ibrahim, Cllr Lotte Collett, Emma Dagnes, Richard Paterson and Lucy Fenner. Apologies were received from Cllr Anne Stennett.

2. Recommendations

To note the feedback from the APTL Board.

3. Financial and Commercial

2022/23 Year End

- 3.1 We noted the 2022/23 result of £1,643,000 profit excluding Restoration Levy (£670,000) and a record £2,513,000 contribution to the Charity including the Licence Fee. A special meeting of the APTL Board would be called to approve the Financial Statements.
- 3.2 We received a presentation by the Commercial Director on the diverse events programme which had attracted more than 730,000 visitors to 173 events, including 218 days in the main halls and 227 days in the Theatre (361 event open days across both areas). We noted the contribution of the Ice Rink and the Pub to the year's achievements and a case study of audience statistics showing an even spread of ages and demographics at one of the concerts hosted and that AP had been nominated for best venue at AEO (association of Event organisers awards).

2023/24

- 3.3 We received a summary of the 2023/24 programme, which will be provided to Trustees and the SAC/CC in September.

4. Other Updates

- 4.1 Progress was reported on the East Court Restaurant Project, planning applications for Wire and Sky and site wide signage, the development of an Accessibility Policy (*which will be presented to Trustees in due course*) and consideration of options for the Boating Lake Café when the lease expires in March 2024.
- 4.2 Progress by the Executive Team Technology Programme Board (as reported in the FRRAC Chair's report).
- 4.3 We also received the Human Resources and Health & Safety year end reports (*included in Trustees' Information Packs*) and were informed that non-compliant staff had been given a deadline to complete the mandatory e-learning modules.

5. Risk Management

- 5.1 Directors reviewed the APTL Risk Appetite Statement, amending as below:

*Alexandra Palace Trading Limited Board is willing to accept, in some circumstances, risks that may result in some financial loss or exposure in order to develop new revenue sources and increase income but will only pursue ~~medium to high risk~~ activities if the return has been assessed as probable and the Gift Aid Target set by our parent Trust is not jeopardised. Therefore, **our financial risk appetite is set as medium.***

We have a low appetite for risks that could result in harm, injury or loss of life to the public or our staff, but we recognise that as our business activity is heavily reliant on gathering large volumes of people together, we are exposed to a high level of risk. We place a high priority on controls and mitigations in this area and our aim in 2023/24 is to reduce our risk level to medium.

- 5.2 We reviewed the Risk Register and agreed that the Executive Team should review how different risks were quantified.
- 5.3 We also noted the Counter Terrorism Report (included in Trustees' Information Pack) and the work underway to develop an organisational Counter Terrorism Risk Management Policy and associated plans.

End