

NOTICE OF MEETING

ALEXANDRA PALACE AND PARK BOARD

Tuesday, 18th July, 2017, 7.30 pm - Palm Court, Suite 5, Alexandra Palace Way, Wood Green, London N22 7AY

Members: Councillors Joanna Christophides (Chair), Ann Waters (Vice-Chair), Bob Hare, Jennifer Mann, Anne Stennett and Charles Wright

Co-optees/Non Voting Members: Nigel Willmott (Friends of the Alexandra Palace Theatre) (Non-voting), Jason Beazley (Three Avenues Residents Association (TARA)) and Val Paley (Palace View Residents' Association) (Non-voting) and Val Paley (Palace View Residents Association)

Quorum: 3

6.30pm – Trustees and Auditors private workshop (PCS 2/3)

1. **FILMING AT MEETINGS**

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. **APOLOGIES FOR ABSENCE**

3. URGENT BUSINESS

The Chair will consider the admission of any late items of urgent business. (Late items will be considered under the agenda item where they appear. New items will be dealt with at items 14 & 38 below).

4. DECLARATIONS OF INTERESTS

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct.

5. QUESTIONS, DEPUTATIONS OR PETITIONS

To consider any questions, deputations or petitions received In accordance with Part 4, Section B29 of the Council's Constitution.

6. MEMBERSHIP

To appoint a member to the EWRP Programme Board and appoint a Vice-Chair.

7. MINUTES (PAGES 1 - 14)

- i. To confirm the unrestricted minutes of the Alexandra Palace and Park Board held on 25th April 2017
- ii. To receive the draft minutes of the Alexandra Park and Palace Advisory Committee held on 27th June and to consider any recommendations from that Committee.
- iii. To receive and consider the draft minutes of the informal joint Alexandra Palace and Park Consultative Committee, and Alexandra Park and Palace Advisory Committee held on 27th June.

8. CHIEF EXECUTIVE'S REPORT (PAGES 15 - 24)

Reports for Approval

9. SAFEGUARDING POLICY AND ROLES (PAGES 25 - 58)
10. WHISTLEBLOWING POLICY (PAGES 59 - 66)
11. SERIOUS INCIDENT REPORTING POLICY (PAGES 67 - 76)
12. COMPLAINTS POLICY (PAGES 77 - 82)
13. ANNUAL REPORT ON DIGITAL ARCHIVE (PAGES 83 - 88)
14. ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT

Reports for Information

15. FUNDRAISING UPDATE

To follow.

16. EXCLUSION OF THE PUBLIC AND PRESS

Items 17 - 38 are likely to be subject of a motion to exclude the press and public from the meeting 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), and Para 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Exempt Reports for Approval

17. MINUTES (PAGES 89 - 96)

To confirm the exempt minutes of the Alexandra Palace and Park Board held on 25th April 2017 as an accurate record of the proceedings.

18. NEW YEAR'S EVE PROPOSALS (PAGES 97 - 104)
19. RESTORATION LEVY (PAGES 105 - 110)
20. ANNUAL REPORT AND ACCOUNTS SIGN OFF (PAGES 111 - 186)
21. FUNDRAISING STRATEGY (PAGES 187 - 198)
22. PENSIONS REPORT (PAGES 199 - 208)
23. PARK LEASES (PAGES 209 - 238)

- 24. **BBC WING FORWARD PLAN (PAGES 239 - 244)**
- 25. **BUSINESS CONTINUITY REPORT (PAGES 245 - 252)**
- 26. **STRATEGIC RISK REGISTER (PAGES 253 - 268)**
- 27. **GOVERNANCE REVIEW FINDINGS**

To follow

Exempt Reports for Information

- 28. **TRUSTS FINANCIAL RESULTS (PAGES 269 - 276)**
- 29. **EXEMPT 2017/18 BUSINESS PLAN PROGRESS REPORT Q1**

To follow

- 30. **APTL ANNUAL ACCOUNTS (PAGES 277 - 298)**
- 31. **PROGRAMME BOARD**

To follow.

- 32. **BOARD WORK PROGRAMME (PAGES 299 - 300)**
- 33. **BOARD DECISIONS TRACKER (PAGES 301 - 302)**
- 34. **DRAFT FRAC MINUTES (PAGES 303 - 308)**

To receive the draft minutes from the FRAC on 27th June 2017.

- 35. **DRAFT APTL MINUTES (PAGES 309 - 314)**

To receive the draft APTL minutes from 27th June 2017

- 36. **ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT**
- 37. **FUTURE MEETINGS**

To note the dates of future Board meetings:

- Thursday 2nd November 2017
- Tuesday 20th February 2018
- Monday 26th March 2018
- Tuesday 3rd July 2018

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Monday 10th July 2017