

# **MINUTES OF THE MEETING OF THE ALEXANDRA PALACE AND PARK BOARD HELD ON TUESDAY, 6TH NOVEMBER, 2018, 7.30 - 9.00 pm**

## **PRESENT:**

**Councillors: Anne Stennett (Chair), Sarah Williams (Vice-Chair), Dana Carlin, Nick da Costa, Erdal Dogan, Bob Hare, Jason Beazley, Duncan Neill, Val Paley and Nigel Willmott**

### **304. FILMING AT MEETINGS**

Noted.

### **305. APOLOGIES FOR ABSENCE**

None.

### **306. URGENT BUSINESS**

None.

### **307. DECLARATIONS OF INTERESTS**

None.

### **308. QUESTIONS, DEPUTATIONS OR PETITIONS**

The Chair advised that questions had been received, however they had not met the deadlines as set out in Part 4, Section B, paragraph 29.2 of the Council's Constitution.

### **309. MINUTES**

**RESOLVED** that the unrestricted minutes of the Alexandra Palace and Park Board held on 11 September 2018 be approved as an accurate record of the meeting.

The Clerk advised the Board that the draft minutes of the Alexandra Park and Palace Advisory Committee, and of the joint Alexandra Palace and Park Consultative Committee, and Alexandra Park and Palace Advisory Committee held on 25 October 2018, were not available for noting. Draft minutes would be published on the Council's website once cleared.

### **310. CEO'S UPDATE**

Louise Stewart, Chief Executive, Alexandra Palace, advised that there was no business to update.

### **311. FINANCIAL RESULTS**

Dorota Dominiczak, Director of Finance and Resources Alexandra Palace, introduced the report as set out. There were no concerns in relation to the 2018/19 unrestricted funds and cash-flow. There was some pressure on APTL to deliver profit in 2019/20.

Officers responded to questions from the Board:

- A detailed breakdown of support and legal costs could be provided to the Board.  
**Action Dorota Dominiczak**
- The Trust received £1.7m in Gift Aid from the trading subsidiary, in the current financial year. (note this is from profits obtained from trading in 17/18)
- The cash flow (from the Haringey grant, and Gift Aid) had been designed so that there was a consistent level of funds throughout the year.
- The deadline for completion of the West Yard project was the end of November 2018.

**RESOLVED that the financial performance of the Trust and the pressure on the 2019/20 Trust budget be noted.**

### **312. FEEDBACK FROM THE CHAIR OF THE FINANCE, RESOURCES, RISK AND AUDIT COMMITTEE (FRRAC)**

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. There was some discussion at the FRRAC meeting in relation to appointing an advisory member, and it was noted that any appointment would need to be approved by the Board. A role description and outline of the appointment process would be circulated to the next Board meeting. **Action: Louise Stewart**

**RESOLVED that:**

- i. The reviewed FRRAC Terms of Reference be approved;**
- ii. The recommendations in the Cost of Living report be approved;**
- iii. The amended Safeguarding Policy be approved;**
- iv. The Pay Structure and Pay Policy be approved; and**
- v. The update to the Strategic Risk Register (Trustee information pack) be approved.**

### **313. FRRAC TERMS OF REFERENCE**

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. It was noted that there was a typo at paragraph 3 of the covering report, which referred to '1.1f' above – this referred to the original FRRAC report, and Members were requested to ignore this. There had also been additional amendments to the report since the FRRAC meeting in relation to additional wording setting out FRRAC's role in internal audit and internal financial controls.

**RESOLVED that the proposed amendments to the Terms of Reference of the Finance, Resources, Risk and Audit Committee, and the Committee's proposed new name, which includes the word 'resources'.**

**314. COST OF LIVING AWARD**

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. There was a legal obligation to match the NJC award, and the Trust would be mirroring the Local Authority's procedures.

**RESOLVED that the cost of living increase of 2% for all APPCT employees backdated to 1 April 2018 and a further 2% with effect from 1 April 2019 be approved.**

**315. ANNUAL REVIEW SAFEGUARDING POLICY**

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out.

**RESOLVED that**

- i. The amendments to the Safeguarding Policy be approved, and the Chair of the Alexandra Palace and Park Board be authorised to sign the reviewed Safeguarding Policy on behalf of Alexandra Park and Palace Charitable Trust; and**
- ii. The Charity Commission's Regulatory Alert on Safeguarding, published on 19 December 2017, be noted.**

**316. ANNUAL REPORT ON OUTDOOR EVENTS MONITORING FRAMEWORK**

Louise Stewart, Chief Executive Alexandra Palace, introduced the report as set out. Members of the Board commented that the clean up after events was thorough and carried out quickly, which was good to see. Councillor Hare requested a copy of the soil analysis report carried out in November 2017, as referred to in paragraph 6.1 of the report. **Post meeting note: action completed.**

**RESOLVED that the Outdoor Monitoring Framework results be noted.**

**317. ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT**

None.

**318. FUTURE MEETINGS**

26 February 2019  
30 April 2019

**319. EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED** that the press and public be excluded from the meeting for consideration of agenda items 17-20 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 and Para 3 – information relating to the business or financial affairs of any particular person (including the authority holding that information).

**320. EXEMPT - MINUTES**

**RESOLVED** that the exempt minutes of the Alexandra Palace and Park Board held on 11 September 2018 be approved as a correct record.

**321. EXEMPT - PAY REVIEW**

The recommendations in the report were approved.

**322. EXEMPT - FEEDBACK FROM THE CHAIR OF THE ALEXANDRA PALACE TRADING COMPANY (APTL)**

The recommendations in the report were approved.

**323. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT**

CHAIR: Councillor Anne Stennett

Signed by Chair .....

Date .....