

# **MINUTES OF MEETING ALEXANDRA PALACE AND PARK BOARD HELD ON WEDNESDAY 19 JULY, 2023, 19:30 – 10:15**

## **PRESENT:**

**Councillors:** Emine Ibrahim (Chair), Lotte Collett (Vice-Chair), Nick da Costa and Anne Stennett.

**Also Present:** Duncan Neill, Nigel Willmott & Jason Beazley (Co-opted Trustees), Emma Dagnes (Chief Executive, Alexandra Park & Palace), Richard Paterson (Director of Finance & Resources, APP), Natalie Layton (Charity Secretary, APP), Bhavya Nair (Democratic Services Officer, LBH)

## **1. FILMING AT MEETINGS**

The Chair referred to the notice of filming at meetings and this information was noted.

## **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Sarah Elliott.

## **3. URGENT BUSINESS**

There were no items of urgent business.

## **4. DECLARATIONS OF INTERESTS**

There were no declarations of interest.

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

None.

## **6. MINUTES**

RESOLVED: Committee has approved the minutes of meeting held on 20 March 2023 and to note that the meeting on 3 May 2023 was inquorate, therefore no minutes were produced.

## **7. MATTERS ARISING**

The reimagined Vision for the Charity and Goals for the next ten years were envisaged to be launched during 2023, as the Palace celebrated its 150<sup>th</sup> anniversary.

The work ensured that Alexandra Park and Palace would have a roadmap for the future that ensured it continued to build on success to date and inspire, enrich and support generations to come.

Approval was sought for the vision and goals presented in the report for 3 May 2023.

The recommendations were unanimously approved.

## **8. FEEDBACK FROM THE ADVISORY & CONSULTATIVE COMMITTEES**

Verbal updates from Jason, Nigel & Duncan were noted.

There had been no CC meetings since the last board meeting, but a charter had been drafted and would be brought to the next Consultative Committee.

An Induction session was due to be held for SAC members on 14<sup>th</sup> Sept before the next meeting.

## **9. GENERAL UPDATE**

A Verbal update from Emma Dagnes, Chief Executive Alexandra Palace, was noted:

Q1 Summary:

- Head of Fundraising Recruitment – Katherine Harding (previously Fundraising Manager) had re-joined as Head and would work with Nicole Newman, fundraising consultant, to implement the fundraising strategy plan presented to Trustees in May.
- General recruitment - Policies and processes were in place to ensure recruitment was conducted fairly and the new accessibility policy currently being drafted would be reflected in all recruitment too.

Strategically, the talent pipeline at leadership level does not exist but the Young Creatives Network were the talent for the future, being invested in now for future leaders. Other sectors were approaching the same challenges.

- The new Head of Facilities would be joining in August –from a Director Role at Westminster Abbey with experience of live/ high profile events in a heritage site.
- The Car Park Charging infrastructure installation had started and stakeholder communications were regularly updated.
- The East Court Restaurant Project was in progress. Following market research and expressions of interest, a tender exercise was being prepared for 2024. Intended to complete during the 150<sup>th</sup> year the project has been extended to ensure an appropriate specification for the space.

- Vision and goals would include projects to restore other derelict spaces in the East Wing , including opening-up the room currently referred to as the Theatre Archive onto the South Terrace, the spaces beneath the BBC Tower, the South Tower – opposite / mirroring the Outdoor Beer Garden, in accordance with the Farrels Masterplan. There were plans to rehouse the Theatre archive in the upcoming NEOB project.
- Creative Learning:  
There would be a fuller report at SAC & CC in Sept.

The Global Roots exhibition – in Haringey was exploring how to approach diversity in the curriculum and the working with teachers had been successful.

Creativity Camps were starting on the 31 July – Comic Book making, Experimental Music Group, Film Making, Game Design.

Café Palais in June – swing dancing for older people.

Library Lates Event in Coombes Croft Library was on 15 July.

The successful Library Lates events were coming to Tottenham on 15 July to host a stage at the North London Lates festival.

The Young Creatives Network was working on a range of projects: Tottenham Stadium curating their own exhibition following the Gazza Exhibition, with the record shop in Wood Green shopping centre for a young people led music space and to learn Dj-ing skills.

- Summer series:  
Kaleidoscope – The team had a plan ready to execute once the decision had been made to cancel the Kaleidoscope Festival (due to the high winds forecast)
- Hozier & Ben Howard were performing at Alexandra Palace on 21 July 2023 for a special headline outdoor show in the Park as part of the Summer Series
- Counter Terrorism work:  
FRRAC and APTL Board reports were noted.

The Head of Health & Safety was working on CT Risk Management Action Plan.

- BBC Wing restoration project:  
This project was listed in the Derelict Spaces project goals. The Project Manager had started conversations with stakeholders and potential partners to proceed with phase 1.
- Byelaws Review:  
Noted that existing Byelaws 1929 no longer effectively covered the way in which Alexandra Park were used today, making them difficult to rely on in enforcement. In June, the draft new Byelaws were circulated to SAC and CC

members for consultation, based on the model from the Department for Levelling Up, Housing & Communities.

Formal public consultation would take place following collation of all feedback.

- A Trustee Strategy Day had been arranged for 29 September and would include an induction refresher followed by a Trustee Dinner to showcase the hospitality function.
- Upcoming planning matters:  
The SAC and CC would be consulted by email on Fencing Replacement Works, which was a security measure being undertaken following advice from counter terrorism colleagues.

## **10. FRRAC CHAIR'S REPORT**

FRRAC is a non-decision-making committee established by the Trustee Board to support the Board in delivering its finance, resource, risk and audit responsibilities.

Cllr Collett, FRRAC Chair, introduced the report, which highlighted relevant considerations of the FRRAC at its meeting held on 12th June 2023 and made recommendations to the Trustee Board.

### **RESOLVED**

To note the report and; To approve the recommendations in section 6 relating to the Risk Register, Agenda Item 15 & Exempt Agenda Item 20.

## **11. FINANCE REPORT**

Richard Paterson, Director of Finance & Resources introduced the report and outlined the following:

- Progress had been made on capital projects following additional funding from the council as listed in the report. There were replaced visitor services desk and new bar in the east court.
- Distribution board works were a huge project, and the Charity was taking the opportunity to replace boards across the site as capacity in budgets allowed.
- The 2023/24 forecast showed a deficit of £499k.
- APTL had a good 2022/23. It will contribute a significant and record sum which will be effective in the figures for next year. Contribution was equivalent to £2.4m in comparison to the initial 2m to underwrite from the Council.
- Car Parking came into effect in July 2023 to achieve a planned contribution of £115,000 based on income of £495,000. Insurance has gone up by 10% and

estate guarding by 3%. There was no change in the contracts, this is just by general inflation.

- The Trust still had loans outstanding with the Corporate Trustee, some of which dated back to 2016. Repayments had recommenced in this financial year.

## **RESOLVED**

To note the 2022/23 full year position and approve the 2023/24 Budget.

## **12. APPOINTMENTS TO COMMITTEES**

The voting members of the Alexandra Park and Palace Charitable Trust Board are appointed by Haringey Council, the Corporate Trustee of Alexandra Park and Palace Charitable Trust.

## **RESOLVED**

1.1 To note membership of the Alexandra Park and Palace Statutory Advisory Committee, as listed in Appendix 1

1.2 To note the membership of the Alexandra Park and Palace Consultative Committee, as listed in Appendix 1; To also note that the Consultative Committee will need to re-nominate co-opted trustees at their next meeting on 14<sup>th</sup> Sept. (following the unexpected passing of Val Paley unexpected passing).

1.3 To appoint Trustee Board members for the Finance, Resource, Risk and Audit Committee (FRRAC).

|               |                                       |
|---------------|---------------------------------------|
| Lotte Collett | APPCT Vice Chair of the Trustee Board |
| Ahmed Mahbub  | APPCT Board Member                    |
| Sarah Elliott | APPCT Board Member                    |
| Anne Stennett | APPCT Board Member                    |
| Claire Pape   | Independent Member                    |

1.4 To agree which of the FRRAC members appointed will act as Chair of FRRAC. Cllr Lotte Collett as appointed Vice Chair of the Board would be the obvious choice.

***The Chair nominated Cllr Collett to continue as FRRAC Chair and this was unanimously agreed by the Trustee Board.***

1.5 To appoint Trustee Board members to act as APTL Company Directors.

Agreed that the following would remain as APTL Company directors.

|               |                               |
|---------------|-------------------------------|
| Nick da Costa | Director (APPCT Board Member) |
| Emine Ibrahim | Director (APPCT Board Member) |
| Lotte Collett | Director (APPCT Board Member) |
| Anne Stennett | Director (APPCT Board Member) |

1.6 To agree which APTL Director will act as Chair of the APTL Board

***The Chair nominated Cllr da Costa continue as Chair of the APTL Board and this was unanimously agreed by the Trustee Board.***

1.7 To appoint Trustee Board Members to the Programme Board.

***Agreed should a programme board be called that Nick and Emine would remain.***

***Emine Ibrahim***

***APPCT Board Member***

***Nick da Costa***

***APPCT Board Member***

1.8 To appoint Lead Trustee Board Members for the following areas:

Chair highlighted before nominations were made: The Lead Trustee role is about taking on a continuing special interest on behalf of the Board. Keen to create a culture in which Lead Trustees visit (or Teams meet) every quarter to consult with the relevant staff and really understand the particular area they are championing.

- i. Safeguarding; Cllr Anne Stennett***
- ii. Whistleblowing; Cllr Lotte Collett***
- iii. Equality, Diversity and Inclusion;***
- iv. Sustainability Role. To be confirmed***

### **13. REGISTER OF TRUSTEES' INTERESTS**

The report was noted.

Charity Trustees had a legal duty to identify and manage conflicts of interest and any perceived conflicts of interest to maintain public trust and confidence that Trustees are taking decisions only in the best interests of the Charity and are not influenced by their other interests.

The Charity Secretary maintained a register of trustees' interests and invited trustees and revised their declarations and updated as necessary.

- Cllr da Costa provided updates.
- Cllr Ibrahim had one or two updates then will re-publish.
- Anne Stennett – member of the law society.
- Cllr Collett is also a member of the Nuclear Weapons Disarmament Society.
- All committees to be added.

**RESOLVED**

To note the attached Register of Trustees' Interests' and consider whether any of the interests are likely to give rise to a serious conflict of interest, which will affect the Board's decision making.

**14. 2022/23 END OF YEAR MONITORING REPORT**

**RESOLVED**

To consider and note the end of year monitoring report.

**15. STRATEGIC RISK REGISTER**

The report was noted.

**RESOLVED**

- To approve the Trustee Board's Risk Appetite Statement in section 3.2 (page 44).
- To approve the updated Risk Register, Exempt Appendix 2; but any discussion on the risks to take place during agenda item 21.
- To conduct a deep dive into a single area of risk at each Trustee Board meeting. Which will now be a standing Exempt agenda item.

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

None.

**17. DECISIONS TRACKER**

Noted.

**18. FUTURE MEETINGS**

Thursday 12<sup>th</sup> October 2023  
Thursday 14<sup>th</sup> December 2023  
Monday 26<sup>th</sup> February 2024

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

**RESOLVED** to exclude the press and public for the consideration of items 20-25 as they contained 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 legal professional privilege could be maintained in legal proceedings.

**20. EXEMPT MINUTES**

**RESOLVED**

To approve the exempt minutes of meeting held on 20 March 2023 and to note that the meeting on 3 May 2023 was inquorate, therefore no minutes were produced.

**21. EXEMPT - STRATEGIC RISK REGISTER**

Noted and approved.

**22. EXEMPT - RISK DEEP DIVE: STAFF RETENTION**

The presentation was noted.

**23. EXEMPT - ATTENDANCE**

The report was noted.

**24. EXEMPT - APTL BOARD CHAIR'S REPORT**

The report was noted.

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

None.

CHAIR: Councillor Emine Ibrahim

Signed by Chair .....

Date .....