

**UNRESTRICTED MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

*Denotes attendance

Councillors Egan* (Chair), Strickland* (Vice-Chair), Hare*, Peacock*, Scott*, Stewart*, and Williams

Non-Voting Representatives: Val Paley*, Mike Tarpey, Nigel Willmott

Observer: David Liebeck (Ms Hutchison substituting)

Also present:

Mr A. Gill – Interim General Manager – Alexandra Palace
Mr I. Harris – Trust Solicitor
Mr M. Evison – Park Manager – Alexandra Palace
Ms R. Kane – Managing Director – Alexandra Palace Trading Limited
Ms J. Parker – Director of Corporate Resources – LB Haringey
Mr C. Hart – Committee Manager (Clerk to the Board) LB Haringey

**MINUTE
NO.**

SUBJECT/DECISION

<p>APBO01.</p>	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Mr Tarpey, Mr Willmott and Councillor Williams, from Mr Liebeck (for whom Ms Hutchison was substituting), and Ms Downie – Head of Finance Alexandra Palace.</p> <p>The Chair also welcomed Sue Barrett and Adam Titmus from Deloitte LLP who were in attendance in respect of Agenda Item 10 – Final Consolidated statutory accounts for the year ending 31 March 2010.</p> <p>NOTED</p>
<p>APBO02.</p>	<p>URGENT BUSINESS</p> <p>The Chair asked if there were any items of urgent business.</p> <p>The Clerk to the Board – Mr Hart advised that though there were no items of urgent business as such there were TABLED 2 attachments being the comments and references from the Alexandra Park and Palace Advisory Committee arising from its meeting on 7 September 2010 marked 'A', and the Alexandra Palace and Park Consultative Committee arising from its meeting on 14 September 2010 marked 'B'. The contents of each set were for noting at this stage and that the Board would respond at the point of each of those items being formally considered by the Board in the future. Copies of each would be interleaved with the minutes of this meeting.</p> <p>NOTED</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

APBO03.	DECLARATIONS OF INTERESTS The Chair advised the Board that those members who sat as Directors to the Board of Alexandra Palace Trading Limited were on this occasion required to declare only a personal interest with regard to exempt agenda item 15 – Finance Update and would not be required unlike previously to leave the proceedings during consideration of the Item as the detail of the report and the discussion was a matter of fact and not an operational issue. Councillors Egan, Hare, Scott and Strickland respectively declared a personal interest with regard to exempt agenda item 15 - as Directors to the Board of Alexandra Palace Trading Limited. NOTED
APBO04.	QUESTIONS, DEPUTATIONS OR PETITIONS : TO CONSIDER ANY QUESTIONS, DEPUTATIONS OR PETITIONS RECEIVED IN ACCORDANCE WITH PART 4, SECTION B29 OF THE COUNCIL'S CONSTITUTION There were none. NOTED
APBO05.	TO CONSIDER A REQUEST FROM THE FOLLOWING ORGANISATIONS FOR REPRESENTATION ON THE ALEXANDRA PALACE AND PARK CONSULTATIVE COMMITTEE The Chair advised that applications for representation on the Alexandra Palace and Park Consultative Committee had been received from (i) CUFOS, (ii) The Grove Café, and (iii) Vitrine Ltd – The Lakeside Café - details of which had been circulated with the agenda pack. The Chair then MOVED and it was: RESOLVED That approval be given to the applications for membership to the Alexandra Palace and Park Consultative Committee as follows:- (i) CUFOS (ii) The Grove Café (iii) (iii) Vitrine Ltd – The Lakeside Café
APBO06.	FINANCE UPDATE The Chair asked for a brief introduction of the report. The Interim General Manager – Alexandra Palace – Mr Gill, in the absence of the Head of Finance advised the meeting that results for the five month period to 31 st August 2010 were tabulated against budget at Appendix 1 of the report. Mr Gill reported that restricted income consisted of the £500k capital grant from LB Haringey to address key areas of buildings dilapidations and other capital

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

projects on site. Mr Gill further reported that unrestricted income was £10.5k above budget and unrestricted expenditure was £77.6k below budget, giving a net adverse variance against a budget of £87k.

Ms Gill referred to salaries budget being £5k underspent due to the delay in appointing to the post of Facilities Manager. Contracted services were £6k over budget due to an RPI increase applied retrospectively to the Parks contract, and the Parks Manager was covering this increase from elsewhere in their budget. Mr Gill added that fixed overheads were slightly under budget due to lower central administration charges from LB of Haringey, with variable overheads £65k below budget, primarily due to underspends in repairs and maintenance (£57k). This was largely due to the timing of remedial and capital works and the forecast had been revised to reflect this. Mr Gill added that Governance costs were £13k below budget, although this budget line was expected to be fully spent by year end.

Mr Gill commented on the overall forecast for a net underspend of £49k on budget. This was primarily due to the cancellation of the fireworks, which had resulted in a net saving in the Trust's accounts of circa £60k. The impact of this decision on the trading company's gift aid projections was covered in the exempt appendix to this report at agenda item 15. Income was forecast to be £25k below budget due to the removal of £29.5k income from the fireworks and £6k concession income from ice cream vans in the park. The latter was now managed by APTL and a significantly higher contract payment to APTL had been secured. These two adjustments were offset by the £10.5k positive variance for the year to date.

In terms of risks, Mr Gill advised that the forecast presented at Appendix 2 represented a prudent estimate of the Trust's anticipated deficit position for 2010/11, based on the information currently available. As with any forecast, it was subject to a number of risks, with the key risks identified as follows;

- Repairs and maintenance budgets proving inadequate should the building, plant or equipment suffer a major failing
- Utility budgets included a 15% price increase from 1st October 2010 with an assumption of usage levels similar to 2009/10
- The road maintenance budget remaining unchanged at £60k. Management had been aware of necessary street lighting works at a cost of circa £30k and depending upon the extent of winter road damage - this budget may be insufficient to cover the Trust's needs.

- Overall, the forecast allowed for little contingency to cover unforeseen expenditure.

With regard to Capital and Revenue bids 2011/12 Mr Gill reported that the Board was aware of the impending cuts to public sector finances and the extremely difficult funding environment the Council would be faced with over the next three years and beyond. The Council would be required to make difficult decisions over the coming weeks and months regarding where scarce resources would be allocated.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

(Ms Paley arrived at 19.39hrs).

Mr Gill commented on the success in 2010/11 in obtaining a £243k uplift in the Trust's revenue budget allocation to reflect current operating levels, together with a capital grant of £500k to address key buildings dilapidations. The Council agreed a further £500k capital grant on an indicative basis for 2011/12, although the Board would be formally required to submit a formal bid to obtain the funds. The draft capital bid to the Council was attached as Appendix 3 to the report. Mr Gill briefly advised of the Trust's revenue budget allocation for 2011/12, with a bid for £50k additional revenue funding, representing a 2.5% inflationary increase on the current year, is being prepared. The aim of the bid was to protect the Trust's revenue funding stream from any cuts in real terms. Any additional revenue growth bid would be likely to fail and could be prejudicial to the interest of the Trust in the current funding climate.

The Chair thanked Mr Gill for his introduction and asked if there were any points of clarification from Members.

Members raised a number of concerns in relation to the road maintenance around the park area, effective bollard lighting, and water leakage from pipes around the park.

In response, Mr Evison advised that in terms of bollard lighting, there were major problems with cabling and work would be circa £30K to repair. Officers were now taking a phased approach to the work. As the cabling and lighting was installed in the early 1980s, it was now coming to the end of its working life. In terms of the piping around the park it was a fact there a mix of water pipes, some were trunk mains which were the responsibility of Thames Water and others were palace services. Various leaks were known and these would be investigated and repairs carried out accordingly

With regard to clarification as to the capital and revenue bid progress Mr Gill advised that he had been liaising with colleagues in LB Haringey as to the detail of the bids but there were no guarantees that the bid would be successful. The bid submitted had been fairly solid and set at £0.5million. It would be prudent that this amount be requested on a year by year basis. As alluded to by Mr Evison, Mr Gill commented on the fact that a number of systems had been installed at the Palace in the 1980s and were now beyond their serviceable life.. The bid was not a growth bid and would not allow for refurbishment, but it represented the amount the Palace needed to kept its basic systems operational and to stay open.

In response to further points of clarification, and in noting Members endorsement of the stated views of the Chief Financial Officer of the LB Haringey, the Chair commented that there would need to be some contingency plans in place in order for the financial situation to be managed. It would not, in the current financial climate, be advisable for the Board to be requesting additional funding from the LB Haringey. It may be the case that consideration would have to be given to parts of the building being closed down or 'mothballed' and whilst this may not be the preferred option it may well be a necessary one.

Mr Gill advised that there may be some problem with attempting to identify further

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

savings. It was the case that in terms of identifying necessary savings from the repairs and maintenance the whole allocated budget for the purpose was necessary and there would always be a need to expend more on repairs and maintenance if available. Mr Gill advised that all options were being examined specifically to try to identify where savings may be found – mothballing parts of the building may not prove to be cost-effective. Members would be asked in the exempt part of the proceedings to consider the financial situation in relation to the gift aid payment situation. However he stressed that taking all expenditure and income into account it was likely that there would be an overspend by year end 2010/11.

The Chair then summarised and it was:

RESOLVED

- i. That the results for the five month period to 31st August 2010 and the forecast outturn for the 2010/11 financial year be noted; and
- ii. that the position on the capital and revenue bids be noted.

APBO07. CAPITAL PROJECTS UPDATE

The Chair asked for a brief introduction of the report.

The Interim General Manager – Alexandra Palace – Mr Gill informed the Board that in terms of the key issues regarding progress with capital projects the Ice Rink replacement was proceeding to budget and the programmed completion date was 10 December 2010, with a planned opening on 4 January 2011. Mr Gill commented that the project was currently one week behind on the groundwork and action was being taken to mitigate the delay.

With regard to the dilapidations works Mr Gill reported that they were proceeding to programme, and £200k of monies had been committed/spent. A further £230k had been committed to the external and internal dilapidation works during September 2010. A further bid of £500k was to be made to the LB Haringey for capital funding during 2011/12 to replace the fire alarm systems and further address the external fabric of the building, with a contract commissioned through the Council's Framework to produce a detailed survey of the building external fabric. Mr Gill advised of the recently received report which prioritised and budgeted the minimum works need to be undertaken to ensure the deterioration of the fabric was arrested. Mr Gill reported that an estimated sum of £500k per annum was required for investment over the next 10 years with a large portion of this expenditure falling within the next 2 to 3 years. This would provide a minimal investment on the structure to keep it safe and water proof; though these monies would not address the severe fabric dilapidations in areas of the East wing (e.g. Theatre).

Mr Gill also advised that the survey had shown that the area along the South terrace adjacent to the Panorama Room was in an extremely poor condition.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

Some preliminary works had since been undertaken and structural engineers were devising the most economic solution for repair. Although it was unlikely that the required works would not cause catastrophic failure, there was an urgent need to get the repairs underway before the winter.

In conclusion, Mr Gill advised that in respect of the Integrated Facilities Management (IFM) contract a letter of intent and contract had been issued in order to mobilise the contract. The TUPE arrangements would commence the following week commencing 18 October 2010.

The Chair thanked Mr Gill for his introduction, and in asking if there were any comments/ clarification from members, asked if there were effects to the theatre auditorium overall by the proposed balcony works. Mr Gill advised that the work would not affect the Theatre and the works were fairly minimal involving the spraying/treating of timbers for dry rot.

Ms Paley sought clarification as to the actual opening of the Ice Rink. The Managing Director Alexandra Palace Trading Ltd – Ms Kane advised that the Ice Rink would open in early January 2011. There was a re-launch planned but the timing of the publicity for the event needed to be finalised in order to have the biggest impact possible.

In response to further clarification as to the capital funding for 2011-12 from Councillor Hare Mr Gill advised that overall the Trust was not in a great position and that it may well be the case that £0.5million top up was going to need to be required on a year by year basis. The Trust Solicitor – Mr Harris advised that the first obligation of the Trustees was to uphold, maintain and repair the building.

The Chair then summarised and it was:

RESOLVED

- i. that the progress report on the Capital projects be noted;
- ii. that the proposed bid to the LB Haringey for further Capital funding for 2011/12 be endorsed; and
- iii. that further updates on the matters covered by the report be reported to future Board meetings.

APBO08. GOVERNANCE UPDATE

The Chair asked for an introduction of the report.

The Interim General Manager Alexandra Palace – Mr Gill advised that the report detailed progress, following the resolutions of the Board on 6 September 2010 in the areas of the recruitment of Independent Advisors to the Board, Master planning (the Alexandra Park & Palace Regeneration Working Group) and structural changes to streamline processes and systems

Mr Gill advised that following the end of the Governance and Future Vision Project and the winding up of the Project Steering Group, the report detailed the

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

tasks remaining at the handover by the Project Manager to the Interim General Manager. Mr Gill placed on record his thanks to Ms Kane – the Project Manager for the sterling work and effort that she had contributed as the project manager.

Mr Gill further commented on the further reports to be submitted to future meetings on the matters referred to and also progress and timescale concerning financial independence (including the focus of APTL on increasing profits and APCCT on fundraising), and the review of the Alexandra Park and Palace Advisory Committee (APPA) and Alexandra Palace and Park Consultative Committee (APPC).

In respect of the key tasks, Mr Gill gave a brief outline of these – being:-

- Development of the NCVO Code of Good Governance code adopted by the Board on 2 March 2010 into a bespoke Code of Governance for the Trust. (detailed as a separate agenda item to Board)
- The appointment of Independent Advisors to the Board
- Working towards a Stakeholder Forum via the review of the Alexandra Park and Palace Advisory Committee and Alexandra Palace and Park Consultative Committee - the Advisory Committee having established a sub group to consider the issues of commonality, and both the Advisory, and the Consultative Committee addressing the issues further at their forthcoming meetings on 2 & 9 November 2010 respectively;
- The development of a new Strategy for the Trust following the Board's decision to abandon the former Strategy of granting a long lease of the palace building to a single developer – this would be informed by the outputs of the Regeneration Working Group and a further report to the Board in November 2010 detailing strategy, vision and branding
- Work towards achieving financial and (ultimately) legal independence of the Trust - unlikely to be achieved in the near future and may take a number of years to achieve, because, among other reasons it would require new legislation.

The Chair thanked Mr Gill for his succinct introduction and asked if there were any points of clarification.

In response to clarification from Members in respect of timescales for appointing Independent Advisors Mr Gill advised that the process could be completed in approx 6 weeks though before the process could commence the Board it would be helpful for the Board to agree the vision for Alexandra Park & Palace in order to set the tone of the recruitment. The Board would consider these issues at a future Board meeting and following this, the agreement of the Full Council of LB Haringey would be required prior to the appointment of Independent Advisors, as this was a variation to the Membership of the Board – albeit the Independent Members would only be appointed in a non voting advisory capacity.

In response to comments from Councillor Hare regarding the person specification Mr Gill reminded the Board that it gave a steer of the person specification which was detailed at para 6.7 of the report. Following further work on finalising the person specification as well as the vision and strategy Mr Gill advised that he was intending to circulate details to all Board members for comment in order for the matter to then be fully reported to a future Board meeting.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

The Managing Director Alexandra Palace Trading Limited (APTL) – Ms Kane commented that the person specification used for the Non-Executive Directors for APTL had similar requirements to those for the proposed Independent Advisors to the Board and therefore she would be happy to forward these on to Mr Gill to assist in the process.

Councillor Strickland also commented on the need to ensure that the matter was discussed through the political groups of the LB Haringey prior to submission at Full Council.

The Chair then summarised and it was:

RESOLVED

- i. That the progress in implementing a number of resolutions on Governance and Future Vision be noted.
- ii. that it be noted that the Project Steering Group for Governance and Future Vision had ceased its operation following the completion of its key objectives as previously reported to the Board; ,
- iii. that it be noted that the remaining key tasks associated with the Project Steering Group for Governance and Future Vision in developing the governance of the Trust had now been entrusted to the Interim General Manager Alexandra Palace;
- iv. That the approach to the recruitment of the Independent Advisors to the Board as detailed in section 6.7 of the report be endorsed; and
- v. That the draft job description for Independent Advisors appended to the report be circulated to the Board for further comment together with draft details of the strategy and vision in order for comments, views and guidance to be submitted the Interim General Manager prior to consideration on 30 November 2010.

APBO09. BESPOKE CODE OF GOVERNANCE - PART 1

The Chair asked for a brief introduction of the report.

The Interim General Manager Alexandra Palace – Mr Gill informed the Board that the report gave a progress update in making the NCVO Code of Governance bespoke to Alexandra Park & Palace Charitable Trust. Mr Gill reported that it was not considered practicable to incorporate all the Trust's governing documents into one single document, but that the NCVO Code would form the cornerstone of the Trust's Governing Documents, and ultimately the Trustee Handbook. Mr Gill referred to figure 1 as detailed in the report which depicted the relationship between the various documents forming the proposed Trustee Handbook.

Mr Gill further advised that the report identified those areas where the Trust would be able to comply (assuming the implementation of the Trustee Handbook) with the Code and those few areas where it may not comply. In order to comply

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

with the Code a number of new policies and procedures would require adoption, and subject to the Board's approval of the approach to the Trustee Handbook the Implementation Plan would be submitted to the Board at its meeting on 30 November 2010.

Mr Gill also referred the Board to TABLE 2, in particular the establishment of Sub-Committees to consider Finance, Audit, and Human Resources (HR) issues similar to that which operated in Alexandra Palace Trading Limited (APTL) and commented that such establishment would allow for more in-depth examination of both budget and audit issues, as well as matters relating to HR issues such as disciplinary appeals, and appointments of candidates to posts.

The Chair thanked Mr Gill for his precise introduction and asked if there were any comments.

Councillor Stewart commented that in his view it made sense to have such a proposed bespoke code, and given the current austerity regime to establish one Sub-Committee which would be able to have some in-depth focus and analysis of budget/financial issues, and HR matters as well.

In sharing the views expressed Councillor Strickland commented that it would be useful to have sight of the proposed terms of reference of the proposed Sub-Committee and that in his view such a Sub-Committee would be of immense value to the Trust and make a real difference.

Mr Gill advised that in terms of HR issues, as Interim General Manager he reported to the Chief Executive of the LB Haringey. As with the previous appointments to posts as Interim general Manager he had been given delegated authority to appoint to these.

The Director of Corporate Resources _ LB Haringey – Ms Parker, advised that the benefit of small Sub-Committees allowed for a focus and review of specific issues, and then allowed the Board to concentrate on more strategic issues. The establishment of an HR Sub-Committee would be established for practical reasons allowing for delegation of appointments and disciplinary issues.

The Trust Solicitor – Mr Harris advised that the task of an Audit Sub-Committee would be not only to focus on financial issue but also assess the performance of the Charity in ensuring it was meeting its charitable obligations, and also having meetings which could take place away from the public spotlight.

The Chair commented that in his view there needed to be a rationale of the number of Sub-Committees – 1, either 2 or 3.

Ms Parker commented that the establishment of one Sub-Committee to cover all 3 areas could work providing the correct cohort and with each meeting perhaps concentrating on a specific aspect of the terms of reference.

In response to clarification of Councillor Hare Mr Gill commented that whilst the Trust was not a large employer there were issues that would require consideration. It was also the case that there may be an aspiration at a future juncture to having both APTL and the Trust combined as one but not at present.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

Mr Harris further commented that the membership of the Sub-Committee could be 3 and he reiterated his earlier comments that the benefit of a Sub-Committee would be for more detailed analysis of financial and other performance issues away from public gaze.

Councillor Stewart welcomed the establishment of a single Sub-Committee with a broader remit which would allow it to focus on all 3 issues.

Councillor Hare, in reference to the Member's code, sought clarification as to an Officer's code of conduct and how this would be drawn up.

Mr Gill responded that as his staff and he were ultimately employed by the LB Haringey they were bounded by the officer's code of conduct. Should any Member have any concerns as regards to the conduct of officers then they should raise them through him or if about him then through the LB Haringey Chief Executive and the Chair of the Board. Mr Harris also advised that in terms of the Membership of the Sub-Committee it was general practice that the Chair of the Board of a Charitable Trust would not sit on an Audit Sub-Committee as a Member but would attend as 'Observer'.

The Chair summarised and it was:

RESOLVED

- i. That approval be given to the proposed exemptions from the NCVO Code of Governance as listed at section 6.9 of the report;
- ii. that approval be given to the proposed approach to the integration of the NCVO code with the existing governing documents of APPCT and ancillary documents as listed in the report and that the suite of documents shall collectively be known as the Trustee Handbook;
- iii. That approval be given in principle to the adoption of a Code of Conduct for Trustees and the provision of such guidance as appropriate on the content of such a code.
- iv. That approval be given to the creation of a Sub-Committee of the Alexandra Palace and Park Board to enable compliance with the Code of Good Governance as outlined in section 6.10 of the report, with the terms of reference to be drawn up centring on Audit, Finance and Human Resources issues, and that the matter be further reported to the Board for consideration; and
- v. That the Interim General Manager Alexandra Palace be instructed to progress the development and further drafting of the documents as necessary to present the Trustee Handbook to a future meeting of the Board for consideration.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

APBO10.	<p>FINAL CONSOLIDATED STATUTORY ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2010</p> <p>The Chair MOVED that Standing Orders be suspended in order to allow Ms Barrett and Mr Titmus from Deloitte LLP to address the Board.</p> <p>The MOTION was carried nemine contradicente.</p> <p>The Chair asked for an introduction of the report.</p> <p>The Interim General Manager Alexandra Palace – Mr Gill (in the absence of the Head of Finance – Alexandra Palace), advised the Board that the audit of the Trust and its wholly owned trading subsidiary for the financial year to 31st March 2010 was now complete and an unqualified audit opinion had been given. The Report and Accounts were attached as Appendix 1 to the report, and prior to the signing of the accounts, the Board was asked to consider and approve the letter of representations to the auditors in relation to the accounts for the year ended 31st March 2010. This was included as Appendix 2 to this report.</p> <p>Mr Gill also advised that when approving the Report and Accounts, the Board were formally required to consider whether the Trust was able to continue as a going concern for at least twelve months from the date of signing the accounts. Mr Gill also advised of the report produced by Deloitte on their findings relating to the audit of the accounts of the Trust and Trading Company and this was attached as Appendix 4 of the report.</p> <p>Mr Gill concluded that the Board was also asked to formally re-appoint Deloitte as auditors to the Trust for the financial year ended 31st March 2011.</p> <p>The Chair welcomed Ms Barrett and Mr Titmus from Deloitte LLP to the meeting and asked them to give a brief outline of their report and findings.</p> <p>Ms Barrett advised the Board that the audit had been completed and that there were no significant matters to report. The process of carrying out the audit had been extremely smooth and straightforward and it was the 2nd annual report she had led on in the past 3 years of auditing the accounts of the trading company. Ms Barrett thanked Mr Gill and officers of the Trust for assisting in the process.</p> <p>Ms Barrett commented that in terms of key risks there were no significant areas of concern and in regard to legal matters there were no changes. It was the auditor's view that the organisation was a going concern, on the basis of the financial support provided by the LB Haringey (which it was legally obliged to provide). Ms Barrett advised that in terms of the consolidation of Alexandra Palace Trading Limited (APTL) this was a justified area of liability with external factors affecting assumptions. In terms of employees of APTL there was an income revenue equivalent and as before the audit had been a straightforward process.</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

Ms Barrett referred to the previous audit and the caveat of LB Haringey indemnification and that the previous recommendation in terms of treatment of this issue remained unchanged, as well as some small recommendations in relation to the capital grant which were not of concern.

Mr Titmus briefly advised of page 156 in relation to the disaster recovery plan which had now been prepared, and also the issue of journals and review by an independent person, and page 157 in relation to recommendations concerning grants and loans.

Ms Barrett concluded that there was a recommendation at page 158 in respect of UK GAAP and the impact on APPCT.

The Chair thanked both Ms Barrett and Mr Titmus for their succinct summary and in asking if there were any points of clarification from the Board, referred to the matter at page 157 in relation to recommendations concerning grants and loans.

The Director of Resources – LB Haringey – Ms Parker in reference to the Chair's comment advised that the LB Haringey needed to ensure there was clarity on the issue of grants to the Trust.

In response to the request for clarification from Councillor Hare in relation to whether there could be specific references to how the Charity dealt with risks, the Chair responded that the request could be put to the Head of Finance – Alexandra Palace in respect of the issue to see if the information could be provided – and if it were not an onerous task.

The Chair then summarised and it was:-

RESOLVED

- i. That the contents of the letter of representations be signed by the Chair on behalf of the charity;
- ii. that the relevant forms detailing declarations of interests or related party transactions be signed by Trustees;
- iii. That it be agreed that it is appropriate to prepare the consolidated accounts on a going concern basis;
- iv. That the Annual Report and Consolidated Accounts for 2009/10 be approved and that the Chair signed them on behalf of the Trust for submission to the Charities Commission;
- v. that the content of the report provided by Deloitte on the audit of the consolidated financial statements for the year ended 31st March 2010 be noted; and
- vi. That Deloitte LLP be reappointed as auditors to Alexandra Park and Palace Charitable Trust for the financial year 2010/11.

At this stage in the proceedings Standing Orders were reinstated.

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

APBO11.	<p>UNRESTRICTED MINUTES</p> <p>RESOLVED</p> <p>That the Chair be authorised to sign the unrestricted minutes of the special meeting of the Alexandra Palace and Park Board held on 6 September 2010 as an accurate record of the proceedings.</p>
APBO12.	<p>ANY OTHER UNRESTRICTED BUSINESS THE CHAIR CONSIDERS TO BE URGENT</p> <p>There were no items of unrestricted urgent business.</p> <p>NOTED</p>
APBO13.	<p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED</p> <p>That the press and public be excluded the from the meeting for consideration of Items 14 - 16 as they contain exempt information as defined in para 3 of Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); namely information relating to the business or financial affairs of any particular person (including the authority holding that information).</p> <p>At this point in the proceedings (21.00hrs) the Chair moved an adjournment of 5 minutes. The MOTION was agreed nemine contradicente.</p> <p style="text-align: center;">SUMMARY OF EXEMPT/CONFIDENTIAL PROCEEDINGS</p>
APBO14.	<p>EXEMPT MINUTES</p> <p>AGREED the minutes of the Board held on 6 September 2010</p>
APBO15.	<p>FINANCE UPDATE</p> <p>AGREED TO NOTE THE REPORT AND APPROVED RECOMMENDATION MOVED BY THE CHAIR</p>
APBO16.	<p>PROPERTY MATTERS</p> <p>AGREED to note the report.</p>

**MINUTES OF THE ALEXANDRA PALACE AND PARK BOARD
THURSDAY, 14 OCTOBER 2010**

APBO17.	ANY OTHER EXEMPT/CONFIDENTIAL BUSINESS THE CHAIR CONSIDERS TO BE URGENT Nil The meeting ended at 21.58hrs.

COUNCILLOR PAT EGAN

Chair