
MEETING	MANSION HOUSE AND MAYORALTY ADVISORY GROUP
DATE	7 JULY 2010
PRESENT	COUNCILLORS SUE GALLOWAY (CHAIR), GALVIN, HORTON, TAYLOR, B WATSON AND HUDSON. MRS J HOPTON (VICE-CHAIR) AND HONORARY ALDERMAN K WOOD MR J WALKER (CO-OPTED NON-STATUTORY MEMBER) AND MR P BROWN (CO-OPTED NON-STATUTORY MEMBER)
APOLOGIES	MR P VAUGHAN AND HALL (CO-OPTED NON-STATUTORY MEMBER)

1. DECLARATIONS OF INTEREST

Members were invited to declared at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda. No interests were declared.

2. MINUTES

Further to the minutes of the last meeting, the Group provided updates on work which had taken place in relation to minute 13 (**Draft Outline Framework for the Mansion House Business and Development Plan 2010-15**) in the following areas:-

Collection Management/Development – Honorary Alderman Wood advised the Group that he had met with Councillor Brian Watson and Mrs Janet Hopton to look at how to manage civic gifts received by the Lord Mayor. The Group put a number of suggestions forward in relation to arrangements for the future display of gifts and the Democratic Services Manager agreed to pursue these actions which had been identified. ¹

Income Generation – In response to a request for an update on the maximum number of persons allowed in State Room, the Chair stated that the Chief Fire Officer had been contacted and would visit the Mansion House in due course. The Democratic Services Manager agreed to pursue this further and report back to the Group. ²

Building Maintenance - The Group advised that Action 2 should refer to Mr John Walker (instead of Mrs J Hopton) and Cllr D Taylor contacting the Council's Conservation Architect and the Historic Buildings Officer at the

Council for British Archaeology to discuss environmental sustainability issues relating to the Mansion House.

In relation to minute 11 (**Reviewing the Role of the Lord Mayor and Civic Party**), one member of the Group suggested that the Constitution should refer to the Lord Mayor being the honorary keeper of the archives. The Democratic Services Manager advised that this could instead be included in the list of operational duties listed under the role of the Lord Mayor in the Civic Guide.³

RESOLVED:

- (i) That the minutes of the meeting of the Mansion House and Mayoralty Advisory Group held on 21 April 2010 be approved and signed as a correct record, subject to the Minute 13 (Draft Outline Framework – Mansion House Business and Development Plan 2010-15) be amended so that Action point 2 refers to Mr J Walker (instead of Mrs J Hopton) and Councillor Taylor.
- (ii) That issues raised relating to the minutes of the meeting on 21 April 2010 be noted.

Action Required

- 1. Democratic Services Manager to follow up suggestions made in relation to collection management. DS
- 2. Democratic Services Manager to follow up visit by Chief Fire Officer and report back to the Group. DS
- 3. Democratic Services Manager to update Civic Guide DS

3. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak under the Council's Public Participation Scheme.

4. PROMOTING AND RAISING THE PROFILE OF THE MAYORALTY AND MANSION HOUSE IN YORK

The Group considered a report which set out new arrangements in place and proposed some specific ways to raise the profile, locally, nationally and ultimately internationally, of the Mayoralty and the Mansion House.

The Group discussed what was currently taking place and what more could be done in relation to raising the profile of the Mayoralty, promoting the Mansion House as the home of the Lord Mayor and as a premier venue in the city, and maintaining networks and contacts.

With regard to raising the profile of the Mayoralty, the Chair advised that she had met with the Chief Executive of Visit York to discuss visits to the city and the involvement of the Lord Mayor. This work would continue.

The Group requested an update on current work around the creation of the Mansion House website. The Mansion House and Guildhall Manager provided an update to the Group and agreed to circulate information on the website to members of the Group as requested.¹ The Democratic Services Manager advised the Group that both the brochure and the website would hopefully be launched in September/October 2010.

The Group considered civic and other links to the city. They noted that some Council departments already have existing links with other countries but felt there was no apparent process in place to coordinate this. The Head of Civic, Democratic and Legal Services advised the Group that the Council needed to think strategically about how such links were formed and undertook to pursue this further.

The Group discussed details contained in the report on international visits undertaken by former Lord Mayors in recent years. Further information from Councillors Brian Watson and Irene Waudby which had been received after the agenda was published was circulated at the meeting.

RESOLVED: (i) That the steps already being taken to improve promotion and profile of the Mayoralty and Mansion House be noted.

(ii) That comments made by members of the Advisory Group be taken into consideration, particularly in relation to the forging of appropriate corporate links.

REASON: To ensure that the great traditions of the Mayoralty and Mansion House are maintained.

Action Required

1. Mansion House and Guildhall Manager to circulate requested website information. RP

5. MANSION HOUSE AND YORK ARCHAEOLOGICAL TRUST PARTNERSHIP WORKING

The Group considered a report which set out the work which has been carried out to date between the Mansion House and the York Archaeological Trust (YAT).

Mr John Walker, Chief Executive of the York Archaeological Trust and a co-opted member of the Advisory Group, and the Mansion House and Guildhall Manager explained the types of work which have been carried out between the two organisations to date and future collaborative work which has been planned.

The Chief Executive of YAT answered queries from the Group regarding the organisation of events.

The Group expressed their thanks to YAT for their help in organising events which raise the public's awareness of the Mansion House and in particular noted the excellent work which had been carried out to repair and conserve the Sigmund sword.

In response to enquiries from the Group regarding the mosaic floor in the Guildhall, the Mansion House and Guildhall Manager updated the Group on progress to date with regard to providing labour for the work which he stated could be carried out in August.

RESOLVED: That the continuing productive relationship between York Archaeological Trust and the Mansion House, offering wide ranging support to the Mansion House, be noted.

REASON: To keep the Advisory Group informed of the valuable work emerging from the relationship between the Mansion House and York Archaeological Trust.

6. MANSION HOUSE AND GUILDHALL PLANNED REPAIRS AND CONSERVATION MAINTENANCE PROGRAMME

The Group received a verbal update on the Mansion House and Guildhall repairs and maintenance programme.

The Mansion House and Guildhall Manager explained that the planned repairs and maintenance programme included the refreshing of paintwork in the hallway and repair of flaking paintwork and water damage around the staircase window, ongoing repairs to chairs and the purchase of new cases for the Civic Party's chains. However he went on to inform that Group that sadly due to budget constraints funding for much of this work was not currently available and would therefore not go ahead at this stage.

However he advised the group that improved security measures for the Mansion House were now in place with the alarm and CCTV equipment now installed. He stated that this work would ensure the security of the Mansion House and prevent insurance premiums being increased. He advised the Group that if there was any money remaining in the budget from this work, it could be used to towards the planned work detailed above.

RESOLVED: That the update be noted.

REASON: In order that the Group is kept informed on ongoing repair and maintenance work on the Mansion House and Guildhall.

7. WORKPLAN

The Group considered a draft workplan for the Mansion House and Mayoralty Advisory Group for the remainder of the current civic year.

The Group were reminded that at the next meeting on 20 October 2010, they would be asked to consider the final version of the Mansion House Business and Development Plan 2010-15 and in response to a question from the group, officers confirmed that finance was an integral part of this plan.

RESOLVED: That the workplan be noted.

REASON: In order to progress the work of the Group.

Councillor Sue Galloway, Lord Mayor, Chair
[The meeting started at 4.00 pm and finished at 6.00 pm].