



Make It York Shareholder Committee

06 July 2015

17.00 pm – 18.30 pm

Severus Rm, 1st Floor, West Offices

Attendees

Cllr Johnny Hayes (JH)
Cllr Dave Taylor (DT)
Cllr Ian Cuthbertson (IC)
Steve Brown (SB) - Managing Director
Mark Alty (MA)
Phil Witcherley (PW)

Apologies

Ian Floyd

Item	Subject
2	Background to Make it York
	<p>JH updated members on MiY, giving an introduction on the company's background.</p> <p>The group discussed the Summary Budget and Business Plan.</p> <p>The group noted the need for more detailed budget for next meeting.</p> <p>SB provide background to Make it York, explained that staff were transferred from CYC. It was discussed that MiY should aim to be the best collaborators in the city.</p> <p>SB explained that MiY would support the York Business Improvement District, but highlighted that it needs to be distinguishable from MiY. The group discussed that MiY would ensure easy signposting towards the Business Improvement District.</p>
3	Terms of Reference for Make it York Shareholders Committee
	<p>The group agreed the Terms of Reference presented with suggested additional lines of responsibility on the diagram to demonstrate collaborative working with other functions.</p> <p>The group agreed that future meetings need to be open to the public and more transparent and CYC will publish future papers and minutes.</p> <p>DT declared an interest in the Comedy Festival and IC declared an interest as a member of the Museum Trust.</p>

	Action: future meetings to be held in public and with papers and minutes published on the Council website (except in cases of commercial confidentiality).
4	Draft Performance Monitoring Arrangements for Make it York
	<p>The group agreed the monitoring arrangements proposed in the papers.</p> <p>MA explained Make it York's baseline measures and reporting templates, the role of the shareholders committee, and the benefits of a public cross party group with Steve Brown as an executive figure for MiY.</p> <p>The group discussed commercial confidentiality, and that this is something it would need to be mindful of and handle accordingly, but with the aspiration to be as transparent as possible within this.</p> <p>The group discussed the need to work efficiently with other groups with whom Make it York report to ensure there is no unnecessary duplication.</p> <p>SB noted that if MiY was not meeting the targets they will listen collaboratively to address issues. The group expressed the need for positive input also.</p> <p>Action: Make it York to provide reports on performance and finance for future meetings.</p>
5	Any other business
6	Next meeting
	5 October 2015, 5.30pm