
Mansion House & Mayoralty Advisory Group

24 February 2010

Report of the Head of Civic Democratic & Legal Services

Remit and Work Plan

Summary

1. This report sets out the Advisory Group's remit as approved by Full Council in December 2009. It also gives an outline of a proposed work plan for the Group over the coming year.

Background

2. At the Council meeting in December 2009, this Advisory Group was set up to report to the Executive on matters relating to the development/use of the Mansion House and the role of the Lord Mayoralty in York, together with the use of the Guildhall.

Remit

3. The remit for the Group, as revised and agreed by Council, is set out below:

"This Advisory Group will be established on a task and finish basis, reporting and making recommendations to the Executive:

It will have the delegated authority to co-opt such external or other representation as may be appropriate to enhance its ability to fulfil the following terms of reference:

- *To produce a long term Development Plan for the Mansion House, identifying how to improve income generation and sponsorship opportunities, and to better fund its on-going maintenance;*
 - *To review the remit and functions of the Lord Mayor and Civic Party in York for the 21st century and how they can best enhance the City's standing and reputation, and bring additional benefit to the City and its residents, businesses and other organisations;*
 - *To review the current operation and use of the Mansion House/Guildhall and its repair and maintenance."*
4. On average, it is assumed that the Advisory Group will meet approximately 4 times a year, whilst its work remains unfinished. Initially, there may be a need

for the Group to meet more frequently, to enable a full understanding of the various civic and Mansion House issues to be developed and to make consequential recommendations, for instance, on a Development Plan and future actions.

Work Plan

5. In view of the work to be undertaken and that which has already started due to the current momentum, at this meeting the Advisory Group is receiving a report on progress to date to help inform a Business and Development Plan for the Mansion House to be submitted to a future meeting. In addition to looking at the development of the Mansion House and Guildhall, however, the Group will need to review the current operation of the Mayoralty, in order to address its remit regarding functions of the Civic Party.
6. The table below sets out a draft work plan for an initial four further meetings over the coming year with some suggested meeting dates:

Meeting Date	Business	Responsible Officer	Timescale
21 April 2010	<ul style="list-style-type: none"> • Draft Mansion House Business & Development Plan 	Dawn Steel/Richard Pollitt	For initial consultation before presentation of final version in October 2010
	<ul style="list-style-type: none"> • Review article in Constitution on Lord Mayoralty; 	Monitoring Officer/Dawn Steel	Any changes to be considered by Executive and recommended to Full Council – end July 2010
	<ul style="list-style-type: none"> • Define and publish roles for Lord Mayor (and Civic Party) 	Dawn Steel/Anne Platt	As above
	<ul style="list-style-type: none"> • Understanding of civic budget re-alignment 	Dawn Steel/Anne Platt	Already done – intended for Group feedback.
30 June 2010	<ul style="list-style-type: none"> • Progress update on joint Mansion House/York Archaeological Trust Events Planning and review 	Richard Pollitt/YAT	Events horizon for ongoing calendar year agreed. This update would help the Group get an early overview

	<p>commitment for the future</p> <ul style="list-style-type: none"> • Mansion House and Guildhall planned repairs, conservation maintenance programme • Refresh Annual civic calendar of events 	<p>Richard Pollitt</p> <p>Dawn Steel/Anne Platt</p>	<p>Ongoing but guidance on any future repairs/maintenance issues at this stage would help shape the programme for remaining months and assist in budget planning</p> <p>To help inform ongoing events planning, taking into account revised civic roles</p>
20 October 2010	<ul style="list-style-type: none"> • Final version Business & Development Plan • Progress update on conservation/repairs and business development 	<p>Dawn Steel/Richard Pollitt</p> <p>Richard Pollitt</p>	<p>Prior to submission to Executive in November 2010</p> <p>To ensure any incompleting works can be progressed within the financial year</p>
February 2011	<ul style="list-style-type: none"> • Mansion House and Guildhall Year end report on visitor figures and income generated 	<p>Richard Pollitt</p>	<p>To make any changes to current arrangements for consideration</p>

Consultation

7. No consultation has been necessary with others on the preparation of this report. Consultation and engagement with the Advisory Group on what work it wants to do over the coming year. This report suggests a possible work plan above, to which Members of the Group will wish to add.

Options

8. This Group can adopt the above work plan and make additions or alterations to it at this stage. During the course of the coming year, the Group will no doubt wish to vary and add to the work plan further.

Corporate Strategy

9. Supporting and developing the Mansion House both as a commercial and cultural activity contributes to the Council's stated aims of becoming a Thriving City, supporting successful economic activity, as well as being both a Cultural and Learning City. Reviewing the operation of the Lord Mayoralty will equally contribute the messages the Council sends regarding its cultural and inclusive city ambitions.

Implications

10. There are no known financial, legal, human resource or other implications associated with the recommendations in this report.

Risk Management

11. There are no known risks associated with the recommendations in this report. However, if the Advisory Group failed to set a work plan and implicitly some targets for achieving within that, there would be a danger of development and progress with it drifting.

Recommendations

12. Members are asked to note the Groups remit set out in paragraph 3 above and to endorse and/or amend the proposed work plan outlined in paragraph 6 above, as a basis for future work planning.

Reason: In order to ensure the Group has a framework in place for planning its work.

Contact Details

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Report Approved



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2010

Specialist Implications Officer(s)

Finance: N/A

Legal: Alison Lowton

Wards Affected:

All



For further information please contact the author of the report

Background Papers: None

Annexes: None