

Mansion House and Mayoralty Advisory Group Workplan

Meeting Date	Business	Responsible Officer	Timescale
21 April 2010	Reviewing and Defining roles for Lord Mayor/Civic Party	Dawn Steel/Anne Platt	Any changes to be considered by Executive and recommended to Full Council – 1 July 2010
	Draft Mansion House Business & Development Plan	Dawn Steel/Richard Pollitt	For initial consultation before consideration of final version in October 2010
	Verbal update on future of Guildhall	Dawn Steel/Richard Pollitt	
30 June 2010	Progress update on joint Mansion House/York Archaeological Trust Events Planning	Richard Pollitt/YAT	Events horizon for ongoing calendar year agreed. This update would help the Group get an early overview
	Promoting the Civic Function & Mansion House – the future?	Dawn Steel	
	Mansion House (and Guildhall) planned repairs, conservation maintenance programme	Richard Pollitt	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
	Refresh Annual civic calendar of events	Dawn Steel/Anne Platt	To help inform ongoing events planning, taking into account revised civic roles

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20 October 2010	Final version Business & Development Plan Progress update on conservation/repairs and business development	Dawn Steel/Richard Pollitt Richard Pollitt	Prior to submission to Executive in November 2010 To ensure any incomplete works can be progressed within the financial year
February 2011	Mansion House and Guildhall Year end report on visitor figures and income generated	Richard Pollitt	To make any changes to current arrangements for consideration