

<b>Committees:</b>	<b>Date:</b>
Corporate Asset Sub-Committee – For Decision	23 September 2016
General Purposes Committee of Aldermen – For Information	18 October 2016
<b>Subject:</b> The Mansion House Conservation Management Plan	<b>Public</b>
<b>Report of:</b> The City Surveyor (CS.294/16)	<b>For Decision</b>
<b>Report author:</b> Julian Kverndal, Senior Heritage Estate Officer	

### Summary

To ensure that the Mansion House, a Grade I Listed Building, is being looked after to modern day conservation standards, a Conservation Management Plan (CMP) for the property has been created. It will guide proposals for the building's ongoing use, maintenance and repair.

The CMP states that the current maintenance regime is generally very good. A small number of repair and management issues were highlighted, as were potential opportunities for refurbishment and spatial re-arrangement. This report focuses on the implementation of the 12 policies set out by the CMP. The 10 policies pertaining to ongoing use, maintenance, service installations, security review, disaster recovery planning and collections care are either matching current practice or can be implemented without significant financial outlay.

The policy concerning the introduction of quinquennial (five-yearly) inspections will be incorporated in the 20 year maintenance plan for the House. The policy for periodic extension of the summer recess period for essential repair works will require long term planning and the agreement of the General Purposes Committee of Aldermen.

### Recommendation

Members of the **Corporate Asset Sub-Committee** are asked to endorse the implementation of the Mansion House Conservation Management Plan's policies.

Members of the **General Purposes Committee of Aldermen** are asked to note the contents of this report.

### Main Report

#### Background

1. The last time the Mansion House was surveyed/examined was over 25 years ago, as part of the preparation for the 1992/93 refurbishment of the property. As a means of getting an up-to-date survey carried out, a CMP was commissioned in July 2015.
2. The Mansion House CMP explains the significance of the building and sets out policies to ensure that that significance will be retained. It also provides a condition report, a summary of the current maintenance regime and a maintenance manual for the specialist decorations and furnishings.

3. The CMP was completed in March 2016 by Donald Insall Associates, the consultant architects for the last refurbishment of the House; the cost was met by the Additional Works Programme budget.
4. External stakeholders have not been consulted; the plan is an internal management tool. The CMP is a key element in the developing Asset Management Plan for this asset and will be fully incorporated accordingly. Asset Management Plans and their role within the new Corporate Asset Management Strategy 2017-20 is the subject of a separate report to the Corporate Asset Sub-Committee.

## Current Position

5. The CMP states that the current maintenance is generally very good.
6. It highlights a small number of repair and management issues, as well as potential opportunities for refurbishment and spatial re-arrangement. Issues are being addressed by the Keeper of the House and the Property Facilities Manager (PFM) within existing programmes. Opportunities will be taken into consideration should the need for major works or alterations arise.
7. The CMP sets out twelve policies for future care and maintenance:-

Policy No	Policy Text	Current Position
4.2.1	The Mansion House was built as the official residence of the Lord Mayor of London and remains in that use to this day. This continuity is important and should be maintained.	Matches current practice.
4.2.2	The building is currently maintained very well. The maintenance regime should be continued with further attention to specific areas in need of refurbishment, as set out in the maintenance report.	Matches current practice.
4.2.3	A record should be kept of all new services installations, and alterations and a précis included within the relevant room sheets in the Gazetteer. Redundant services should be removed and adjoining fabric made good. For all future service upgrades there must be a coherent strategy for plant and service installations.	Matches current practice.
4.2.4	The need to maintain security is having an increasing impact on the management and presentation of the building. Consideration should be given to new forms of access control and protection from bomb-blast, as the present arrangements are unsightly and space-consuming.  See comment below.	The Keeper of the House is currently looking into the upgrading of the CCTV system and the installation of bomb-blast window film.

<b>Policy No</b>	<b>Policy Text</b>	<b>Current Position</b>
4.2.5	Fire, flood and physical attack can all result in catastrophic destruction of the buildings. A disaster recovery plan for the Mansion House should be prepared to enable recovery following any cataclysm.	Underway under the guidance of the City Surveyor's Fire Safety Advisor.
4.2.6	A longer period of recess might be required every five years in order to facilitate a concentrated, but more extensive, repair programme which would offer benefits in efficiency and economy. This strategy would allow for addressing all of the apparent problems and reducing both reactive and short term works within the maintenance plan.  See comment below.	The summer recess is currently limited to four weeks, which limits the scale of work that can be undertaken.
4.2.7	The building's maintenance plan should be based on a regime of quinquennial inspections by conservation accredited staff of the City of London Corporation. Similar to the role of a Surveyor of the Fabric, they will provide an overview of how repairs are to be prioritised, the materials and workmanship required and whether statutory consent needed to be obtained.  See comment below.	Not in place. PFM monitors condition of generally accessible spaces.
4.2.8	The collections are very important and are an integral part of the Mansion House "experience". They must be catalogued and maintained to appropriate museum standards. They need to be monitored regularly, and maintenance and conservation must be carried out as and when necessary. The furniture should remain within the rooms for which it was made or purchased.  See comment below	Matches current practice for paintings, plate, statues and maquettes; not furniture, copper pots & carpets.
4.2.9	The Art Collections are a very valuable asset to the Mansion House. Appropriate measures to ensure the security, safety and good condition of the collections should be maintained. Temporary loans or removals for conservation should continue to be catalogued.  See comment below	Matches current practice.
4.2.10	It is critical to ensure that all collections kept or exhibited in the building are not threatened by environmental or other factors. Mansion House's own collections are subject to their own management document. The various codes of practice for Cultural Collections Management will be applied to all of the materials, where practical.	Matches current practice.

<b>Policy No</b>	<b>Policy Text</b>	<b>Current Position</b>
4.2.11	The Mansion House is noted for the integration of Palladian design with a programme of external sculpture within the tympanum of the Portico, and the internal sculpture and plasterwork, to reflect the status of London as a world city, and of the Lord Mayor. As part of the ongoing maintenance strategy, sufficient protection measures to the sculpture and plasterwork should be put in place including ongoing inspection and repair as required.	Matches current practice.
4.2.12	Any future infrastructure projects in the vicinity of Mansion House must be coordinated with minimal intervention to the historic fabric. Any proposals which impact or require alteration to the fabric must be drawn up in association with the City Surveyor's Heritage Estate Section.	Matches current practice.

8. Policy 4.2.4 Security Review – The Mansion House and the City Surveyor's Department have reviewed the City of London Police Counter Terrorism unit's recommendations for security enhancements. It is proposed that, subject to the existing funding for bomb-blast nets and CCTV improvements being sufficient, these enhancements are implemented with the least disturbance to historic fabric.
9. Policy 4.2.6 Extended Summer Recess – As and when there is a need for maintenance works that take longer than four weeks to implement, senior management at the Mansion House will be consulted and they in turn, will consult the Lord Mayor or the Lord Mayor Elect as appropriate. When the project dates have been identified, the approval of the General Purposes Committee of Aldermen will then be sought.
10. Policy 4.2.7, Quinquennial Inspections – Five yearly inspections/surveys are common practice in large property owning organisations. The City Surveyor's Heritage Estate Section has implemented a quinquennial inspection regime of a number of heritage properties, particularly those that are in the public domain and will add the Mansion House to this regime, by adding it to the 20 year maintenance plan for the property, with the first inspection commencing in 2021.
11. Policy 4.2.8, Collections Care – The existing inventories of furniture, carpets and copper pot collections requires updating and standardising. Regular monitoring and maintenance of these items, is also needed. However, the Guildhall Art Gallery have advised that these objects fall outside their expertise. It is therefore proposed that, subject to appropriate resources being available via the City Surveyor's Local Risk budget, the City Surveyor's Heritage Estates Section will arrange for their cataloguing; potentially by a work experience student during the next summer recess. The catalogues will be kept by the Keeper of the Mansion House.
12. Policy 4.2.9, Art Collection – It should be noted that, although installed at the Mansion House, curatorial responsibility for the paintings and statuary comes

under the Guildhall Art Gallery and therefore the asset managing Committee for these works of art is the Culture, Heritage and Libraries Committee.

### **Proposals**

13. It is proposed, subject to approval, to implement all the policies as set out above.

### **Corporate & Strategic Implications**

14. Adopting the above policies will indicate that the City Corporation is adopting good practice systems for looking after its significant properties and support the ongoing upkeep of a key asset for the City.

### **Implications**

15. It will require adjustments to the Mansion House's 20 year maintenance plan, to implement the quinquennial inspections policy. This will be carried out upon approval of this report.

### **Conclusion**

16. The adoption of the CMP policies proposed for the Mansion House is essential to ensure the City Corporation is caring for this extremely significant building in the best and most appropriate manner.

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### **Background papers**

The Mansion House Conservation Management Plan – published 24 March 2016