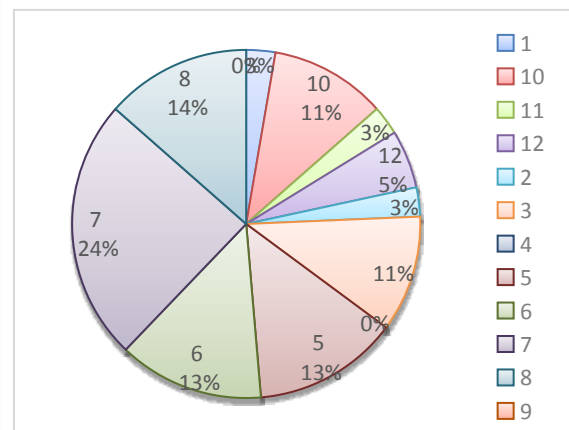


We safeguard the constitutional position of the City of London Corporation and support its contribution to society, the economy and the environment. **APPENDIX 2**

Our work contributes to and supports all twelve corporate outcomes but in particular, the following:



What we do is:

Parliamentary

- Present the City's views and interests to opinion formers in Parliament and Whitehall, the Greater London Authority and other significant bodies.
- Act as Parliamentary Agents for the City Corporation and promote the City's private legislation.
- Scrutinise all government legislation and provide evidence to Parliamentary and GLA Committees to safeguard and promote the City's interests.

City events

- Deliver events that support the interests of the City and the UK, including the State Visits Programme and the Lord Mayor's Banquet.
- Liaise with the Royal Household and the London Diplomatic Corps.

Member services

- Provide a service for the City's elected Members including arrangements for Committee events and Common Hall.

Private events

- Generate income from private use of the Guildhall.

Our Local Risk budget for 2019/20 is:

£000

Finance Committee 349

(Guildhall Admin – Private Events and Attendant teams)

Policy & Resources (1,196)

(City events team, Parliamentary and Business Support)

Our top line objectives are to:

- Propose amendments or new clauses to Brexit-related legislation to reflect City views.
- Draft and secure the passage through Parliament of City of London Corporation Bills including a possible Markets Bill.
- Obtain amendments to draft legislation where necessary in the interests of the City and make submissions to Parliamentary committees on all relevant issues.
- Respond to any issues or concerns raised in Parliament or the GLA, whether in debates, committee hearings or during the passage of Bills.
- Engage with Ambassadors and High Commissioners in London to collaborate on matters of common interest and enhance the City's profile with them.
- Deliver the City's programme of events for 2019/20 and develop a programme of events for 2020/21 and future years.
- Optimise income from the use of Guildhall for commercial events so far as consistent with the City Corporation's own use.
- Maximise the effectiveness of Committee events and other City hospitality.

Our deliverables within corporate programmes and projects are to:

- Represent City Corporation interests in respect of the Government's legislative programme in collaboration with the Economic Development Office and other departments.
- Report on progress of Brexit-related legislation, facilitating debate and proposing amendments.
- Prepare a Private Bill on Markets and contribute to the Markets Relocation programme with Markets, City Surveyor, Comms and other departments.
- Make the savings in 2019/20, required by the Efficiency and Sustainability Plan.

What we'll measure:

The outcome of the passage of Bills through Parliament at the appropriate stages.

The outcome of issues subject to legislative amendments or undertakings in response to representations.

The number of meetings arranged with the Chair of Parliamentary Select Committees and other senior parliamentarians.

The number of submissions made to Select Committee inquiries.



- Work with the City Surveyor's department to develop a repair, maintenance and works schedule for the function areas so that the venue is fit for purpose.
- Implement the new City Corporation contacts database (Dynamics 365).
- Manage departmental risk and CR10 and CR26 (Brexit Legislation) in line with the City's Audit and Risk Management Strategy.
- Implement the Internal Customer Services Strategy and contribute to the development of the External Customer Services Strategy and other corporate initiatives including the Apprenticeship programme.

Our deliverables within departmental / service programmes and projects are to:

- Enhance Parliamentary engagement, in particular in respect of matters arising in connection with Brexit.
- Liaise with the City Office in Brussels on proposed EU laws taking effect before and after Brexit.
- Secure appropriate amendments to other legislation as needed.
- Prepare draft City Bills including a Markets Bill and a Private Members Bill aimed at improving air quality in London and introduce in Parliament as agreed by the Court of Common Council.
- Enhance engagement with GLA officers and Assembly Members on matters of interest to the City, including devolution and business rates and to enhance relations with the UK devolved institutions.
- Implement a revised event marketing strategy taking account of potential additional venue spaces.
- Continue to build a strategic element into City events and review feedback from previous events to support this.
- Review and develop business continuity arrangements.

We plan to develop our capabilities this year by:

- Being pro-active in Parliament, liaising with members of both Houses and developing contacts with Parliamentary officers.
- Liaising closely with Committee Chairmen and relevant Chief Officers to agree objectives and evaluation process for Committee dinners.
- Engaging with our commercial clients and acting on feedback to ensure continuous improvement to our services.
- Developing and following up on Hospitality Sounding Board for Members' suggestions for future hospitality events.
- Recruiting experienced, highly skilled staff and providing relevant training for both new and existing staff.
- Using Dynamics software for event management and seeking a replacement for the existing diary system.
- Actively participating in the facilities management of Guildhall and related projects.

What we're planning to do in the future:

- Represent the views of the City in relation to Brexit-related legislation and report on progress through Parliament, proposing amendments where necessary.
- Respond to any other new government legislation, and submit evidence to Select Committee and GLA inquiries, in respect of any issue of interest to the City and develop relationships with the UK devolved institutions, together with external relations in the light of the post Brexit scenario.
- Update the Guildhall marketing strategy identifying new ideas for marketing Guildhall to continue to attract increased business.
- Obtain the upgrading of the facilities in Guildhall's lettable spaces, working with the City Surveyor's department.

What we'll measure:

Feedback from guests at City hosted events and from clients for private events.

Income generated through hire of Guildhall.

New business (number of new commercial clients using Guildhall).

Service response standard (speed of responses to private event enquiries).

