

**PUBLIC RELATIONS AND ECONOMIC DEVELOPMENT SUB (POLICY & RESOURCES) COMMITTEE**

**Monday, 6 June 2016**

**Minutes of the meeting of the Public Relations and Economic Development Sub (Policy & Resources) Committee held at the Guildhall EC2 at 12.00 pm**

**Present**

**Members:**

Mark Boleat (Chairman)  
Keith Bottomley  
Alderman Peter Estlin  
Anne Fairweather  
Lucy Frew

Edward Lord  
Jeremy Mayhew  
Deputy Catherine McGuinness  
Tom Sleigh

**Officers:**

John Barradell	- Town Clerk and Chief Executive
Alistair MacLellan	- Town Clerk's Department
Damian Nussbaum	- Director of Economic Development
Bob Roberts	- Director of Communications

**1. APOLOGIES**

Apologies were received from Deputy Doug Barrow, Stuart Fraser, Wendy Hyde, Sir Michael Snyder and Alderman Sir David Wootton.

**2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations.

**3. MINUTES**

The minutes of the meeting held on 19 May 2016 were approved as a correct record, subject to Item 3 (Terms of Reference) being amended to read:

*'The Terms of Reference were received.'*

*Members took the opportunity to discuss the amended terms of reference, namely the proposal to co-opt up to two external persons on to the sub committee, who shall not have voting rights. The Chairman agreed to review the comments outside of the meeting and to bring a proposal back to a future meeting.'*

**4. MEMBERSHIP OF COMMITTEE**

The Chairman noted the sub committee's new ability to co-opt up to two external persons and asked Members for their views. The following points were made.

- Co-option was welcome provided it enhanced the public relations and economic development work of the City of London Corporation.
- It should form part of, and strengthen, the City's wider engagement.
- It should benefit Small and Medium Enterprises.
- The sub committee could deal with recurring internal agenda items in a single meeting, and hold further extraordinary meetings at other locations such as Canary Wharf.
- Co-option should be undertaken with wider City objectives in mind – such as how would it contribute to City's efforts to build a Smart City.

The Chairman noted that there was general support for co-option of external members subject to the comments made, and asked the Town Clerk to bring a report to a future meeting.

#### 5. **COMMUNICATIONS UPDATE**

Members received a report of the Director of Communications regarding core messages. The following comments were made:

- These core messages should be distributed to Members regularly, as well as the City's communications grid.
- Core messages should also include a description of the City of London Corporation's overall role.
- The section around Supporting the City should make the City's positive contribution to the arts, education, heritage and open spaces more explicit.

Members were asked to send any detailed comments to the Director.

In response to a query from a Member, the Town Clerk agreed to bring a report to a future meeting on the purpose of Ward Newsletters.

**RECEIVED**

#### 6. **PARTY CONFERENCES 2016**

Members received a report of the Director of Economic Development on Party Conferences 2016. In response to queries from Members, the Director agreed to circulate a list of potential dinner guests to Members, and to consider Member attendance at the SNP Conference in Glasgow.

**RECEIVED**

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

**EU Referendum – Contingency Planning**

In response to a question from a Member, the Town Clerk confirmed that media contingency planning had been carried out for the event of a vote for the UK to leave the European Union.

**EU Referendum – Registration as Permitted Participant**

In response to a question from a Member, the Town Clerk confirmed that the City had registered as a permitted participant in the EU Referendum campaign, in line with guidance from the Electoral Commission. Registration had taken place as the spending threshold had been met by the forthcoming Bankers' and Merchants' Dinner, as well as research items commissioned by the Economic Development Office.

8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

**The Queen's Speech**

Members received a tabled report of the Remembrancer concerning the recent legislative programme outlined in the Queen's Speech 2016.

**RECEIVED**

**The meeting closed at 12.53 pm**

-----  
Chairman

**Contact Officer:**

**Alistair MacLellan**

**020 7332 1416**

**[alistair.maclellan@cityoflondon.gov.uk](mailto:alistair.maclellan@cityoflondon.gov.uk)**