

Committee(s)	Dated:
Public Relations and Economic Development Sub-Committee	24 April 2018
Subject: Updates available to Members	Public
Report of: Bob Roberts, Director of Communications	For Information
Report author: Jan Gokcen, Corporate Affairs Officer	

Summary

This report has been prepared in response to a Member's inquiry into the means available for all Members to be updated of City of London Corporation's public statements and positions on issues of local, regional, national and international importance.

There are a number of existing products designed to inform all Members of City Corporation policies, general political developments and City Corporation positions on a daily, weekly, monthly, quarterly and ad hoc basis. Amongst other things, these include the Members' Briefing, Parliamentary Brief and Morning Media Briefing.

Recommendation

Members are asked to:

- note the report.

Main Report

1. Members are updated on City Corporation activities, positions and policies, and general developments on issues of relevance to the City Corporation through a variety of products.
2. These products include:
 - Media updates on the City of London Corporation website (<https://news.cityoflondon.gov.uk/>)
 - Morning Media Briefing;
 - Weekly Media Summary;
 - Members' Briefing;
 - Email updates from the Chairman of Policy and Resources;
 - Town Clerk's Bulletin;
 - Parliamentary Brief;
 - Reports on legislation;
 - Public Policy Bulletin;

3. They are in addition to the committee minutes of meetings produced by the Committee and Member Services team.
4. Any Member who wants to know what our position is on any subject can also contact the Director of Communications Bob.roberts@cityoflondon.gov.uk or the Head of Corporate Affairs Eugenie.denaurois@cityoflondon.gov.uk.
5. In the past, there have been requests for the Communications Team to issue “lines to take” (positions on current issues). The Director of Communications considers this would not be appropriate for the following reasons:
 - It would risk interfering with the independence of Members;
 - It would invite comparisons between the City Corporation and a political party where “lines to take” are issued by the party’s headquarters of the Chief Whip;
 - It would duplicate the work of Service Committee officers as, when necessary, “lines to take” are already communicated to Members via approved committee minutes
6. Hereby, further details on the above-mentioned communications:

- **Media updates on the City of London Corporation website** (<https://news.cityoflondon.gov.uk/>)

In addition to a selection of latest coverage relevant to the City Corporation, further information regarding official policy positions, policy updates and the City Corporation’s various functions can be found on the City Corporation’s website. News releases can be found on the City Corporation’s newsroom.

- **Morning Media Briefing**

Circulated daily, the Morning Media Briefing outlines the City Corporation’s media coverage and the wider media landscape.

- **Weekly Media Summary**

The Weekly Media Summary highlights the key coverage of City Corporation activity each week, details selected social media engagement and major upcoming events or activities

- **Members’ Briefing**

The Members’ Briefing, issued monthly, updates Members on the City Corporation’s recent and upcoming activity, including that of the Lord Mayor, Chief Commoner, Chairman of Policy and Resources and City Corporation departments.

It includes relevant newspaper cuttings and Members can lodge enquiries at MembersBriefings@cityoflondon.gov.uk.

- **Email updates from the Chairman of Policy and Resources**

The Chairman of Policy and Resources has recently started to provide Members of the Public Relations and Economic Development Sub Committee with regular updates of strategic engagements via e-mail. In addition, Officers from Corporate Affairs, the Economic Development Office and the Office of the Remembrancer

will provide Members of the Public Relations and Economic Development Sub-Committee with regular e-mails concerning business and political engagement.

- ***Town Clerk's Bulletin***

The latest information from the Town Clerk, including diary highlights, news from across the City Corporation, and upcoming activity is circulated monthly and is available on the intranet.

- ***Parliamentary Brief***

The Parliamentary Brief, circulated weekly by the Office of the City Remembrancer, deals with the main issues arising in Parliament and City Hall as they relate to the City Corporation and its interests. The Office of the Remembrancer also provides written updates of Parliamentary business and engagement, circulated to Members on an ad hoc basis.

- ***Reports on legislation***

The Office of the City Remembrancer provides reports to service committees on legislation passing through Parliament that has a direct or indirect impact on departmental activity. These are produced in consultation with the relevant department.

- ***Public Policy Bulletin***

The Public Policy Bulletin, coordinated by the Corporate Affairs team and Office of the Remembrancer, provides timely updates on political events and/or developments of relevance to the City Corporation, responding to major political, governmental and parliamentary events.

- ***Events and Dinners***

Members attending Banquets and Committee events are provided with briefings ahead of the event, including background, speakers and policy issues and positions.

Conclusion

7. Products designed to inform Members of City Corporation policies, general political developments and City Corporation positions on issues of local, regional, national and international importance are available on a daily, weekly, monthly, quarterly and ad hoc basis.

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