



Communications & Corporate Affairs Sub (Policy & Resources) Committee

Date: WEDNESDAY, 28 FEBRUARY 2024

Time: 1.45 pm

Venue: COMMITTEE ROOM 2 - 2ND FLOOR WEST WING, GUILDHALL

Members:

Deputy Keith Bottomley, Deputy Chairman, P&R (Chairman)	Ruby Sayed, P&R Representative
Deputy Christopher Hayward, Chairman, P&R (Deputy Chairman)	Tom Sleigh, P&R Representative
Deputy Rehana Ameer, P&R Representative	Deputy Sir Michael Snyder, former Chairman, P&R
Emily Benn, Court Member	Alderman Sir William Russell, Chairman of GP Aldermen
Tijs Broeke, Vice-Chair, P&R	Jason Groves, P&R Representative
Alderman Prem Goyal, OBE, Court Member	Caroline Haines, Vice Chair P&R
Deputy Shravan Joshi, P&R Representative	Deputy Madush Gupta, Finance Chairman (nominee)
Alderman Alastair King DL	Helen Fentimen, Court of Common Council
Catherine McGuinness, former Chairman, P&R	Deputy Charles Edward Lord, Court of Common Council

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Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

Ian Thomas CBE
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES FOR ABSENCE**

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

3. **MINUTES**

To agree the public minutes and summary of the meeting held on 15 November 2023.

For Decision
(Pages 5 - 10)

4. **OUTSTANDING ACTIONS**

Report of the Town Clerk

For Discussion
(Pages 11 - 12)

5. **CORPORATE COMMUNICATIONS & EXTERNAL AFFAIRS UPDATE REPORT**

Report of the Executive Director of Corporate Communications and External Affairs

For Discussion
(Pages 13 - 32)

6. **DRAFT HIGH-LEVEL BUSINESS PLAN 2024/25 - CORPORATE COMMUNICATIONS AND EXTERNAL AFFAIRS**

Report of the Executive Director of Corporate Communications and External Affairs

For Discussion
(Pages 33 - 46)

7. **ENHANCED POLITICAL AND STRATEGIC ENGAGEMENT**

Report of the Executive Director of Corporate Communications and External Affairs

For Decision
(Pages 47 - 52)

8. **ELECTION ENGAGEMENT CAMPAIGN 2025**

Report of the Executive Director of Corporate Communications and External Affairs

For Decision
(Pages 53 - 64)

9. **MEMBERSHIPS AND SUBSCRIPTIONS**

Report of the Executive Director of Communications and External Affairs, Executive Director of Innovation & Growth (IG) and the Remembrancer

For Discussion
(Pages 65 - 72)

10. **PARLIAMENTARY TEAM UPDATE**

Report of the Remembrancer

For Discussion
(Pages 73 - 80)

11. **DRAFT HIGH-LEVEL BUSINESS PLAN 2024/25 - REMEMBRANCER'S OFFICE**

Report of The Remembrancer

For Discussion
(Pages 81 - 90)

12. **CONSIDERATE LIGHTING CHARTER - OPERATIONAL PROPERTY UPDATE**

Report of the City Surveyor & Interim Executive Director Environment

For Discussion
(Pages 91 - 110)

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

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

15. **EXCLUSION OF THE PUBLIC**

MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

For Decision

Part 2 - Non-Public Agenda

16. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 15 November 2023.

For Decision
(Pages 111 - 112)

17. **MEMBERSHIPS AND SUBSCRIPTIONS - NON-PUBLIC APPENDIX**

Report of the Executive Director of Communications and External Affairs, Executive Director of Innovation & Growth (IG) and the Remembrancer

For Discussion
(Pages 113 - 114)

18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**