

Appendix 2 – Lead Member role descriptions

All Lead Members

Lead Members are appointed annually by the Policy & Resources Committee.

The purpose is to support the Policy Leadership Team with the delivery of agreed City Corporation and Committee strategy by:

- Providing additional senior, external political representation on a the respective issue area, with partner organisations by formally joining external boards on behalf of the Policy Chairman and informally, in response to requests for input on panels, events and similar.
- Providing informal advice to officers in the formulation of new policy in advance of reports being brought to Committee by convening fellow Members as appropriate and collating their insight and expertise.
- Supporting officers and the Policy Chairman on the delivery of two priority areas as identified in Appendix 1.

NB – these posts have no decision-making responsibility or powers and are purely advisory; post holders are expected to operate within the boundaries of the Member / Officer Protocol at all times and not be unduly involved in the operational aspects or delivery of the policy areas

	International Markets Lead
Headline role description:	Supporting the Policy Chairman to promote the UK FPS and maximise the UK's global reach in line with the City Corporation's Competitiveness Strategy and Vision for Economic Growth.
Supporting Corporation Strategic Goals:	<p><u>Competitiveness Strategy</u></p> <ul style="list-style-type: none"> To Attract capital, firms, talents and exports by pitching the competitive strengths of the UK globally and to Retain FPS activity. To Attract and increase uptake of sustainable/ green finance and professional services from the UK to High-Growth Markets <p><u>Vision for Economic Growth</u></p> <ul style="list-style-type: none"> Pursue world-class promotion and interconnectivity Big Move #8 Showcase the UK's financial and professional services on the international stage like never before. Big Move #6 and #7 Create the conditions to scale and accelerate finance for the transition; scale new, high-integrity markets and be at the forefront of new investment opportunities.
Main roles and responsibilities:	<ul style="list-style-type: none"> Liaison with Policy Chairman, OPC and relevant officers working on Trade & Investment Advanced and High Growth Market strategy and projects. Key priorities include promoting the flow of capital professional services and knowledge transfer to high growth markets to fuel their net zero ambitions, attracting FDI capital and trade in banking FPS technology and asset management as well as promoting the Insurance sector. Member point of contact for regular updates with Trade and Investment Director on Advanced and High Growth Markets. FPS T&I Advanced and High Growth Markets external representation in panels, seminars, speeches and other invited engagements, as agreed through OPC. Acting as sounding board for officers on T&I Advanced and High Growth Markets, providing expert input, including on new proposals. External stakeholder engagement in pursuit of Open and Global and Sustainable Finance related goals of Competitiveness Strategy and Vision for Economic Growth as agreed with OPC. Other activities arising as agreed with Policy Chairman.
Formal external representation on behalf of the Policy Chairman	None

	Innovation & Technology Lead
Headline role description:	Supporting the Policy Chairman in promotion and communication of the UK's strengths in FPS innovation and technology adoption.
Supporting Corporation Strategic Goals:	<p><u>Competitiveness Strategy</u></p> <ul style="list-style-type: none"> • Nurture innovation by supporting potential high growth FPS-tech solutions to scale. • Accelerate technology adoption by FPS firms. <p><u>Vision for Economic Growth</u></p> <ul style="list-style-type: none"> • Turn the UK into a digital-first economy. • Ensure the UK is internationally competitive in terms of its approach to data, for example by exploring options around advancing digital verification and machine-readable regulation. • Invest in driving an innovation and growth mindset, working with government, regulators and industry to ensure that the UK keeps pace with competing jurisdictions.
Main roles and responsibilities:	<ul style="list-style-type: none"> • Liaison with Policy Chairman, OPC and relevant officers working on FPS Innovation & Technology. • Member point of contact for regular updates with Policy & Innovation Director on FPS Innovation & Technology. • FPS Innovation & Technology external spokesperson in panels, seminars, speeches and other invited engagements, as agreed through OPC. • Acting as sounding board for officers on Innovation & Technology, providing expert input, including on new proposals. • External stakeholder engagement in pursuit of Innovation & Technology goals of Competitiveness Strategy and Vision for Economic Growth as agreed with OPC. • Primary point of contact for all Member enquiries on FPS Innovation and Technology. • Other activities arising as agreed with Policy Chairman.
Example formal external representation on behalf of the Policy Chairman	<ul style="list-style-type: none"> • City of London Corporation representative on Centre for Finance, Innovation & Technology Board. • Board Adviser to Innovate Finance Board alongside the Policy Chairman. • Board Adviser to the National Cyber Resilience Centre Group.

	SME Lead
Headline role description:	Supporting the Policy Chairman to renew the City Corporation's offer to small businesses and enhance engagement with key partners.
Supporting Corporation Strategic Goals:	<p>Corporate Plan priorities:</p> <ul style="list-style-type: none"> • Vibrant Destination • Dynamic Economic Growth <p>Strategic Link:</p> <ul style="list-style-type: none"> • SME Delivery Plan (subject to agreement)
Main roles and responsibilities:	<ul style="list-style-type: none"> • Liaison with Policy Chairman, OPC and relevant officers working on SMEs. • Supporting implementation of the SME Delivery Strategy (subject to agreement) including: <ul style="list-style-type: none"> ○ Consolidating and coordinating the City Corporation's offer to small business. ○ Development and agreement of agreements with partners on joint working. ○ Supporting and advising on the development of a targeted, proactive support offer for growing businesses in specified sectors. • Member point of contact for regular updates for SMEs • External facing role in panels, seminars, speeches and other invited engagements, as agreed through OPC. • Acting as sounding board for officers on SMEs, providing expert input, including on new proposals. • Primary point of contact for all Member enquiries on FPS Innovation and Technology. • Other activities arising as agreed with Policy Chairman.
Formal external representation on behalf of the Policy Chairman	Heart of the City

	Resident Engagement Lead
Headline role description:	Supporting the Policy Chairman to improve and enhance the City Corporation's relations with its residents both within the Square Mile.
Supporting Corporation Strategic Goals:	Corporate Plan outcomes: <ul style="list-style-type: none"> • Excellent Public Services • Diverse Engaged Communities.
Main roles and responsibilities:	<p>To support the Policy Chairman with residential engagement activities.</p> <p>Acting as sounding board for officers, providing expert input, including on new proposals on resident facing activities. This would include <u>Residential Reset</u> activities agreed by Policy & Resources in February 2023, and supporting engagement with City of London residents.</p> <p>Aims:</p> <ul style="list-style-type: none"> • Ensuring a joined-up approach to all City Corporation engagement with residents, including communications, consultation and service delivery across departments. • Ensure concerns and priorities of residents on our three managed estates within the Square Mile are fed back into the wider organisation and political leadership. • Helping to develop better engagement among City residents outside of our managed estates. • Ensuring a clear offer to residents is developed and articulated to enable all residents to feel the full benefit of living in the Square Mile. • Work with elected Members with substantial residential communities in their wards to ensure there is sufficient support in place to support their engagement with residents. • Ensure that resident engagement initiatives, such as City Question Time, ward meetings and the Destination City Resident Envoy are fully coordinated. • Helping to improve ties between the residential and business City – and with other community organisations and institutions. • Primary point of contact for all Member enquiries on resident engagement. • Other activities arising as agreed with Policy Chairman.

	Sports Engagement Lead
Headline role description:	Supporting the Policy Chairman in the delivery, promotion and communication of the City Corporation's new Sport Strategy for the Square Mile
Supporting Corporation Strategic Goals:	<u>Sport Strategy for the Square Mile (2023-2030)</u> <ul style="list-style-type: none"> • Invest in our sport and leisure facilities • Activate our streets and public spaces • Celebrate the impact of sport • Attract more high quality sport events • Support local community sport
Main roles and responsibilities:	<ul style="list-style-type: none"> • Chair quarterly meeting of the Sport Sounding Board (overseeing progress of new sport strategy) • Member point of contact on all sport related issues, including upcoming decisions on sport and leisure provision in the Square Mile • Oversight and support for the City Corporation's engagement during the Paris 2024 Olympic and Paralympic Games • Oversight and support for the City Corporation's overall sport engagement programme, including representation at sport related meetings and events with external partners • Provide guidance and facilitation in moving to Phase 2 of the new sport strategy, helping to determine long term funding and the positioning of sport within the City Corporation • Attendance and representation at external functions and events relating to sport • Other activities arising as agreed with Policy Chairman.
Formal external representation on behalf of the Policy Chairman	London Youth Games