

Report of the Livery Committee

To be presented on 26th June 2023

To the Right Honourable the Lord Mayor, Aldermen and Liverymen of the several Companies of the City of London in Common Hall assembled.

1. The Livery Committee;
2. Nominations for positions on the Livery Committee;
3. The Livery Liaison Scheme;
4. The Livery Committee website;
5. The appointment of an Auditor.

1. The Livery Committee

Formally established by Common Hall in 1864, the Livery Committee assists Livery Companies in their support of the Mayoralty and the City of London Corporation. Its purpose is to create an improved awareness amongst Liverymen and the general public of the work of the Livery Companies. It undertakes such tasks which are intended to be in the best interests of the general body of the Livery. The Committee also oversees the arrangements for Common Hall each year (*see appendix one*).

In all these Livery matters it is key to maintain a close relationship with the City Corporation, and with Mansion House and the Chamberlain in particular, on matters concerning, respectively, the Mayoralty and Shrievalty and the Freedom. This is helped by the Livery Committee's current membership:

- two Liverymen who are Aldermen, nominated by the Court of Aldermen;
- four Liverymen who are Common Councillors, nominated by the Court of Common Council;
- four Liverymen, not Aldermen or Common Councillors or Clerks, nominated by the Livery Companies, one through the Clerks of the Great Twelve Livery Companies, one through the Clerks' Association and two through the Fellowship of Clerks;
- five Livery Company Clerks, one nominated from the Clerks to the Great Twelve, one from the Clerks' Association and three from the Fellowship of Clerks.
- four co-opted members, who may be Liverymen or Clerks, whose terms of office will be reviewed annually.

The Livery Committee is aware and respectful of the importance of the independence of each and every Livery Committee; we are here to help if asked, and welcome ideas for opportunities to improve our activities.

2. Nominations for Appointment

The nominating bodies have submitted their nominations for those whose term of office has expired. Those nominations are:

One (of two) Liverymen who are Aldermen, nominated by the Court of Aldermen

- Alderman Alison Gowman, Worshipful Company of Glovers (first year of first three-year term)

Three (of five) Clerks, nominated through the Clerks' Associations

- Richard Cole-Mackintosh, Deputy Chair of the Fellowship of Clerks, nominated by the Fellowship of Clerks (first year of first three-year term);
- Christine Cook, Secretary to the Fellowship of Clerks, nominated by Fellowship of Clerks (first year of first three-year term);
- Malachy Doran, Clerk to the Worshipful Company of Barbers, nominated by the Clerks' Association (first year of three-year term);

(Each member nominated can serve for two 3-year terms and service as either Chair or Deputy Chair does not count in the total years served).

Co-opted members

David Barrett, former Secretary of the Fellowship of Clerks and a Liveryman of the Coachmakers & Coach Harness Makers, is the only co-optee at present. It is proposed that three additional individuals be nominated for co-option, as follows:

- Rob Abernethy, Clerk, Worshipful Company of Mercers;
- Penny Graham, Clerk, Worshipful Company of Cordwainers;
- The Senior Alderman below the Chair (SABTAC).

We RECOMMEND that Common Hall approve the nominations as set out above.

3. The Livery Liaison Scheme

The Livery Committee has, for a number of years, run a scheme that offers to every Master and Prime Warden, and to the Clerks in every Livery Company and Guild, a link to the knowledge and experience that members of the Committee may be able to provide when and if needed.

The members of the Livery Committee have previously acted as the primary link between the Masters/Livery Company Clerk and this Committee. This year, for the first time, the Livery Committee took the decision to invite the Court of Aldermen to join the Scheme: I am pleased to report that the Court of Aldermen was happy to accept that invitation.

Going forwards, each Alderman will act, therefore, as the primary liaison with their allocated Companies, although each member of the Livery Committee of course remains willing to continue serving as a link should it be helpful.

Whilst most of the questions a Master has can usually be answered within a Guild, a Company or a Livery Company and the Clerks do also, of course, already have extensive connections with each other through whichever of the three Clerks' Associations to which they belong, experience has shown that it has been helpful for a Master to discover how other Companies do things. This has been found to be particularly helpful on a matter that has not come up before in their Company or Guild. Certainly the feedback we have is that the Scheme has, from time to time, been very helpful in that way and in providing a direct link into this Committee.

There is information about this Scheme, and which Aldermen is linked with which Company, on the Clerks' section of the Livery Committee website.

4. The Livery Committee Website

The Livery Committee website was launched on 1 September 2020. In its first 12 months it logged 79,280 page views from 19,046 visitors. In its first full calendar year (Jan 2021–Dec 2021) it logged 107,300 page views from 28,320 visitors.

For the 2022 calendar year it returned a 63% increase in visitor numbers and a 44% increase in page views – 46.9k visitors c.f. 28.3k, and 154.4k pageviews c.f. 107.3k. The first five months of 2023 have seen further growth, with a 14% increase in page views and a 12% increase in visitors over the same period in 2022.

The total number of pageviews since launch will pass 350,000 in early June and I am delighted to report that the 100,000th visitor was recorded in the afternoon of 31 May!

The database listing of Companies and Guilds was the most popular page in the first five months of the year with 10,400 views. This led to 15,700 views of individual Company records. The Calendar is the most popular service page with 1,830 views this year. The page 'How to join a Livery Company' maintains its position as the most popular 'static' page with 1,550 views, but is followed closely by the Great XII Clerks' Association with 1,262 views.

Since its launch the site has been developed constantly in response to suggestions by the Website Working Group and in response to feedback from Clerks. These include improvements to returns from the search function, the layout of the calendar, and the database of companies. Thus far in 2023 this has involved:

- A move to a faster and more secure server;
- Improved search facility on the database of Companies;
- An A-Z index of pages following a request from Clerks;
- Access provided to current Masters (online request form).

The site has submission forms for news and calendar events. It is your site: I encourage you to please use them. If you are a Clerk or Assistant Clerk (or equivalent) you can request a user ID to access the comprehensive Clerks' area on the site. Please make sure that you keep the information on your Company up to date.

5. Appointment of an Auditor

In 2021, Common Hall resolved to make changes to the arrangements associated with the appointment of Auditors for the accounts of City's Cash, Bridge House Estates and the Sundry Trusts and Open Spaces charities. Whereas, until that point, the process had included the appointment of multiple individuals to act as an Audit Review Panel, it was recognised that changes made to the regulatory framework since 2015 had rendered this impractical and unnecessary. Common Hall resolved, therefore, to appoint only one Auditor.

This arrangement now having been established, there is one candidate who has fulfilled the requirements and made such undertakings as required by resolution of Common Hall in 2012 and the subsequent Act of Common Council of 2014, which governs these proceedings and regulate the qualifications of Auditors as may be elected.

I, Philip John Woodhouse, Citizen and Grocer, as Chairman of the Livery Committee, together with Julia Sibley, Citizen and Innholder, Deputy Chair of the Livery Committee, am therefore pleased to nominate the said individual, Tina Allison, Citizen and Freeman, of Crowe UK LLP, to be appointed as Auditor for the year ensuing.

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If any Liveryman has a question in relation to any of the matters referred to in this report, the website offers an opportunity to [contact us](#) and please do.

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All of which we submit to the judgement of Common Hall.

Dated this 26th Day of June, 2023.

SIGNED on behalf of the Committee

PHILIP WOODHOUSE, Chair

Livery Committee and why we exist.

- (i) Established in 1864 to oversee the running of Common Hall including, where appropriate, the voting procedures;
- (ii) To help increase awareness of and support the work of the Lord Mayor, the City Corporation and the wider livery movement and, where possible and practical, to help create an awareness among opinion formers of the work of livery companies, their charitable activities and benefit to society as a whole;
- (iii) To act as a forum to which livery companies can bring matters of concern for discussion and to help in the sharing of good practice among livery companies.

The Key Tasks of the Livery Committee are to help it deliver its objectives:

1. Giving guidance to candidates, through literature and/or meetings, on the various processes relating to the elections in Common Hall;
2. Developing a skills program. Please see the skills program that is attached. This has been distributed to all Clerks and is a tremendous initiative between The City and Guilds, The City and The Livery. This is a good example of how the subtle/soft power of the Livery can really work in an area needing real support;
3. To run such courses as may be helpful. Current courses include:
 - City of London Briefings (primarily for new and existing Freemen and Liverymen);
 - The Wardens' & Court Assistants' Course (half-day for them and their spouse/partner);
 - The Livery After Dinner Speaking Course (half-day for Wardens and Court Assistants);
 - The Clerks' Forum.

Details, including dates, of all the courses are available on your website.