



Freedom Applications Committee

Date: WEDNESDAY, 28 NOVEMBER 2018
Time: 10.00 am
Venue: COMMITTEE ROOM 1 - 2ND FLOOR WEST WING, GUILDHALL

Members: Alderman Sir David Wootton (Chairman)
Jeremy Mayhew (Deputy Chairman)
Alderman & Sheriff Vincent Keaveny
Simon Duckworth (Ex-Officio Member)
Deputy Catherine McGuinness (Ex-Officio Member)
John Scott (Chief Commoner) (Ex-Officio Member)
Deputy Tom Hoffman (Ex-Officio Member)

Enquiries: Joseph Anstee
Tel: 0207 332 1480
joseph.anstee@cityoflondon.gov.uk

N.B. Part of this meeting may be subject to audio-visual recording.

**John Barradell
Town Clerk**

AGENDA

1. **APOLOGIES**
2. **MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the public minutes of the meeting held on 27 September 2018.

For Decision
(Pages 1 - 4)
4. **CITY APPRENTICESHIPS**
Report of the Chamberlain

For Decision
(Pages 5 - 10)
5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
7. **EXCLUSION OF THE PUBLIC**
MOTION - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Part 2 - Non-Public Agenda

8. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 27 September 2018.

For Decision
(Pages 11 - 14)
9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

Part 3 - Confidential Agenda

10. **CONFIDENTIAL MINUTES**
To agree the confidential minutes of the meeting held on 27 September 2018.

For Decision

11. **FREEDOM APPLICATION**
Report of the Town Clerk

For Decision

12. **FREEDOM APPLICATION**
Report of the Town Clerk

For Discussion

13. **LIST OF HEADS OF MISSIONS**
Report of the Town Clerk

For Discussion

14. **FREEDOM BY SPECIAL NOMINATION - COMPOSITE LIST OF POTENTIAL RECIPIENTS**
Report of the Chamberlain

For Decision

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

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FREEDOM APPLICATIONS COMMITTEE

Thursday, 27 September 2018

Minutes of the meeting of the Freedom Applications Committee held at the Guildhall EC2 at 3.00 pm

Present

Members:

Alderman Sir David Wootton (Chairman)	Simon Duckworth (Ex-Officio Member)
Alderman & Sheriff Vincent Keaveny	Wendy Mead (Ex-Officio Member)
Jeremy Mayhew (Deputy Chairman)	

Officers:

Michael Cogher	- Comptroller and City Solicitor
Laura Miller	- Chamberlain's Department
Bruce Hunt	- Remembrancer's Department
Joseph Anstee	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Deputy Catherine McGuinness and John Scott.

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

There were no declarations.

3. MINUTES

RESOLVED – That the public minutes and non-public summary of the meeting held on 26 July 2018 be agreed as a correct record.

4. MINUTES OF THE SPECIAL MEETING OF THE FREEDOM APPLICATIONS COMMITTEE

RESOLVED – That the public minutes and non-public summary of the Special Meeting of the Freedom Applications Committee on 6 September 2018.

5. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

7. EXCLUSION OF THE PUBLIC

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

Item No.	Paragraph(s) in Schedule 12A
8	3
9 – 10	1
11	-
12 – 17	1
18	-

8. **NON-PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the meeting on 26 July 2018 be agreed as a correct record.
9. **NON-PUBLIC MINUTES OF THE SPECIAL MEETING OF THE FREEDOM APPLICATIONS COMMITTEE**
The Committee considered the non-public minutes of the Special Meeting of the Freedom Applications Committee held on 6 September 2018.
10. **THE HONORARY FREEDOM**
The Committee considered a report of the Town Clerk.
11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
12. **CONFIDENTIAL MINUTES**
The Committee considered the confidential minutes of the meeting held on 26 July 2018.
13. **FREEDOM APPLICATION**
The Committee considered a report of the Town Clerk.
14. **HONORARY FREEDOM - VERBAL UPDATE**
The Committee considered a verbal update on the Honorary Freedom.
15. **100 WOMEN FOR 100 YEARS**
The Committee considered a report of the Town Clerk.
16. **LIST OF HEADS OF MISSIONS**
The Committee considered a report of the Town Clerk.
17. **FREEDOM BY SPECIAL NOMINATION - COMPOSITE LIST OF POTENTIAL RECIPIENTS**
The Committee considered a report of the Chamberlain.
18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was one item of other business.

The meeting closed at 4.25 pm

Chairman

Contact Officer: Joseph Anstee
Tel: 0207 332 1480
joseph.anstee@cityoflondon.gov.uk

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Committee(s):	Date(s):
Freedoms Application Committee	28 November 2018
Subject: To Consider City Apprenticeships for Pupils of our Associated Schools and Academies	Public
Report of: The Chamberlain	For Decision
<p>Summary</p> <p>The purpose of this report is to consider that as a means of encouraging pupils of the City associated schools and academies to become more interested in the City of London that they be taken on as City apprentices.</p> <p>Recommendation: That this scheme be implemented as a means of enhancing the link between the schools and academies and the City of London and to encourage younger people to take up the City Freedom.</p>	

Main Report

Background

This Committee had previously instigated a scheme whereby pupils from our academies and schools be invited to receive the freedom both as a means of encouraging the links (some long-established and historic, others more recent) between the City of London and its academic institutions and as a way of enhancing diversity.

This is ongoing but so far has had limited take up with only two pupils, both from the City of London School for Girls, having received the freedom.

One major limitation is that the minimum age for freedom is 18, so only the older pupils are eligible. The initiative could be extended if the pupils became apprentices as the age limits are wider, between the ages of 14 and 21. The process of becoming an apprentice is set out in Appendix 1.

Such apprentices would be notional because they would not be learning a trade or a craft as in the Middle Ages, but they would follow an ancient custom and establish a unique bond with the City.

Members of the Committee could be the Master. The commitment would be relatively light. A joint annual visit to the Guildhall could be arranged, where all the apprentices would be given a guided tour of Guildhall, or of the Art Gallery, or a lecture about the Honorary Freedom by the Clerk of the Chamberlain's Court. At the

end of their term, the apprentice would be required to write a short essay about some aspect of the history of the City of London.

During the first year of the term, the apprentice is required to attend in person at the Chamberlain's Court with the indentures and other documentation (full birth certificate and master's copy of freedom) to "inrole" the indentures. Historically, this was to give all parties time to consider the full and proper understanding of the long-term transaction being entered by Master, apprentice and parents. Also, to check that the indentures and documentation was fully accurate, and no onerous terms had been inserted. Today it is an interesting little ceremony where the documents are checked by asking three questions, the answer to all of them is yes and the apprentices are shown the cautionary tale of Hogarth's Idle and Industrious Apprentice.

At the end of the term they will receive the freedom at an interesting and memorable ceremony to which family and friends are invited along with the Master.

Current Position

1. Historically, freedom by servitude was very common. It was an excellent way of widening company membership to include young people who would learn a trade or craft through an older experienced Master. At the end of the term they would be entitled to the Freedom by right of servitude and would continue to assist the Master with his trade or may be set up in their own right.
2. Servitude is less common today, but the Chamberlain's Court still admit between 50 and 60 per annum. They are mainly from the ancient companies such as the Merchant Taylors, Skinners and Haberdashers who have a pool of potential young membership through their various schools. However, the Company of Security Professionals have an excellent scheme.
3. The Goldsmiths still have genuine apprenticeships whereby they learn the trade or craft of diamond mounting, polishing, silver smithing over a four-year period and are paid wages (food and lodging is no longer provided as in the Middle Ages!)
4. Otherwise the apprenticeships are purely "colourable" or notional. This is where young people are bound as a matter of form to masters whose trades they do not intend to follow but became apprentices to be involved with the City, its history and traditions.

Recommendation

That this scheme be implemented as a means of enhancing the link between the schools and academies and the City of London and to encourage younger people to take up the City Freedom.

Background Papers:

Report of Freedom Application Committee, 8 February 2018

Murray Craig

Clerk of the Chamberlain's Court

T: 020 7332 3055

E: murray.craig@cityoflondon.gov.uk

Appendix 1

CUSTOM OF LONDON RELATING TO APPRENTICESHIPS IN LIVERY COMPANIES

Masters (those persons to whom apprentices are bound)

Liverymen and freemen of London Livery Companies may take apprentices, but an apprentice may only be bound in a master's first or 'mother' livery company.

Masters may be male or female, but in either case are referred to as 'master.'

A master may take any number of apprentices. Restrictions in number are a domestic matter for individual Companies.

Parents may bind their own children apprentice, but children of freemen and liverymen who, upon reaching the age of twenty-one, will have the right by patrimony to the freedom of the Company and of the City, should not be bound apprentice.

Apprentices

Apprentices, male or female, must be unmarried, above the age of fourteen years and below the age of twenty-one years at the time of binding.

Apprentices below the age of eighteen require consent of parent or guardian unless, of course, the master is also a parent.

Apprentices must be bound willingly.

Term of service

Continuous service not less than four years, not more than eight years.

Indentures

Livery Companies may use their own forms of indenture providing they conform to the Custom of London; otherwise, pre-printed indentures are obtainable from the Chamberlain's Court, Guildhall.

The Chamberlain's Court will prepare indentures on request.

The Chamberlain's Court will be pleased to check draft text of indentures in advance of binding.

There must be two identical documents of indenture - one to be signed by the apprentice, one to be signed by the master (or they may each sign both.) Both indentures to be witnessed and signed by the Clerk of the Company.

It is customary for the indenture signed by the master to be kept by the apprentice and vice versa, but it is strongly recommended that the part signed by the apprentice be retained for safekeeping by the Clerk, as this is the part required by the Chamberlain's Court when the apprentice eventually proceeds to the freedom of the City.

Binding

Master and apprentice must be present at the binding, which must take place at the Company's hall or offices at a Court meeting.

The binding must be entered in the Company's binding book and a record of it included in the minutes of the Court meeting.

The act or ceremony of binding is of the Company's own devising.

Apprenticeships, page 2

Inrolement

Indentures may be inroled at the Chamberlain's Court within one year of the date of binding but not on the day of binding. If, for convenience, the apprentice wishes to inrole at the Chamberlain's Court on the day of binding, the indentures may be predated by one day.

The apprentice must attend in person and by appointment with the following:

- Indentures signed by the apprentice and Master
- Apprentice's full birth/adoption certificate
- Master's copy of freedom.
- There is no fee.

The presence of master/parents is welcome but not required.

Inrolement is not essential and non-inrolement does not prevent or hinder eventual admission to the freedom of the City when the term has been completed. However, inrolement does provide an independent record of the binding, ensures correct binding procedure has been followed and that both master and apprentice are eligible for the undertaking.

Turning over an apprentice

If the master dies during the term of servitude or is for some reason unable to continue as master, the apprentice should be turned over to another master who is a freeman or liveryman of the Company for the remainder of the term.

The apprentice should bring indentures and new master's copy of freedom to the Chamberlain's Court by appointment to have indentures turned over. An apprentice who does not do this is deemed not to be in continuous service and the apprenticeship discontinued.

If there are less than eighteen months of the term remaining to be served it may not be necessary to turn over but before the apprentice can be admitted to the freedom of the City the Court of Aldermen must be petitioned in the matter. Forms of petition to be signed by the apprentice are available from the Chamberlain's Court.

Marriage of an apprentice

Apprentices who marry during the term may not be admitted to the freedom of the City unless they first petition the Court of Aldermen in the matter. Forms of petition are available from the Chamberlain's Court.

Master's Testimony

If the Master is not in attendance at the Chamberlain's Court when the apprentice receives the freedom of the City of London, the Master should provide written evidence that the term has been properly and fully served. Printed forms for this purpose may be obtained from the Chamberlain's Court, or the Company may

provide its own form of testimony or the testimony may be written on the reverse of the indenture to be presented for City freedom.

If the Master has died since completion of the term, or is otherwise unable to sign the testimony, it may be signed by any freeman or liveryman of the Company.

Chamberlain's Court, Guildhall
020 7332 1369/1008

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Freedom of the City of London by right of service

When the term has been satisfactorily served the apprentice may be admitted to the freedom of the Company and a certificate of freedom of the Company by servitude issued. Or certification of Company freedom may be written on the reverse of the inroled indenture. The apprentice is then eligible for freedom of the City of London by servitude, providing the age of twenty-one has been reached and should telephone the Chamberlain's Court for an appointment to be admitted to the freedom by servitude.

On production of correct documentation, one personal visit to the Chamberlain's Court, Guildhall is required. Freedom admissions cannot be made by post or by proxy. By appointment only.

Documents required

If indentures were inroled

Inroled indenture
Certificate of livery freedom
Fee £100

If indentures were not inroled

Indenture
Certificate of livery freedom
Full birth/adoption certificate
Master's copy of freedom
Fee £100

Presence of master/parents is welcome but not essential. If the master is not in attendance when the apprentice receives the freedom of the City the master should provide written evidence that the term has been faithfully and fully served. 'Master's Testimony' forms are obtainable from the Chamberlain's Court. Alternatively, the Company may provide their own forms of testimony, or it may be written on the back of the inroled indenture.

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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