

Roles and Responsibilities

To join with the Committee in carrying out the work that Common Hall expects it to undertake, ie as set out in the approved strategy and key tasks and to bring to that work your knowledge, enthusiasm and commitment

To attend the 3-4 meetings of the Livery Committee each year (each meeting being held during the working day and lasting 1-2 hours)

To be prepared to get involved in the work of a Sub Group asked to look into a matter in detail

To take part in the Liaison Scheme, ie keeping in touch with Clerks or Masters so matters of likely interest to them can be passed on, together with any issues or matters they would like to hear from the Committee about; 'keeping in touch' in whatever way is most convenient to those involved by phone, by email, through ad hoc or regular meetings and, from time to time, reporting back on activity to the co-ordinator of the scheme or the Committee

To assist in the periodic review of the Committee's Strategy and Key Tasks

To attend Common Hall twice a year, first to assist as may be needed in the process of admitting liverymen to Guildhall and, secondly, to join the Committee for the meeting itself.

To attend some of the events run by the Committee for liverymen or Clerks, particularly some of the Livery Briefings (early evening events)

Nominations to serve

The Committee currently comprises:-

- 2 Liverymen who are Aldermen, nominated by the Court of Aldermen
- 6 Liverymen who are Common Councilmen, nominated by the Court of Common Council
- 6 Liverymen, not Aldermen or Common Councilmen or Clerks, nominated by the livery companies, one through the Clerks of the Great Twelve livery companies, one through the Clerks association and four through the Fellowship of Clerks
- 6 Livery Company Clerks, nominated by the three Clerks associations, two by each association or as mutually agreed between them

(together with up to 4 co-optees)

But is planning to reduce its number to:-

- 2 Liverymen who are Aldermen, nominated by the Court of Aldermen
- 4 Liverymen who are Common Councilmen, nominated by the Court of Common Council
- 4 Liverymen, not Aldermen or Common Councilmen or Clerks, nominated by the Livery Companies, one through the Clerks of the Great Twelve livery companies, one through the Clerk's Association and two through the Fellowship of Clerks

- 5 Livery Company Clerks, one nominated from the Clerks to the Great Twelve, one from the Clerk's Association and three from the Fellowship of Clerks or otherwise as mutually agreed between them

(together with up to 4 co-optees who should be liverymen)

If you are interested in serving in one of these capacities, please get in touch with the nominating body or with the Chairman or Deputy Chairman (who will also be happy to meet with potential nominees to answer any questions they have and better explain what is involved)

The Nominating Bodies and the contact details for the Chairman and Deputy Chairman can be obtained from the Town Clerk's Office at Guildhall (rhiannon.leary@cityoflondon.gov.uk)