

**The Lord-Lieutenant of Merseyside
The High Sheriff of Merseyside**

Protocol and Precedence - Getting It Right

These notes are intended to help you to have an enjoyable event and to get the protocol right. Experience teaches that people like to know the 'form' so that any possible embarrassment can be avoided.

The Lord-Lieutenant – Mr Mark Blundell

The Lord-Lieutenant is Her Majesty The Queen's personal representative in Merseyside. The Lord-Lieutenant therefore takes precedence over all others, except when a member of the Royal Family is present. For these occasions, additional advice is available from the Lord-Lieutenant's staff. At all other times, the Lord-Lieutenant is the last to arrive at an engagement, he must be met formally and other guests are introduced to him.

In speech, the Lord-Lieutenant is referred to as 'Lord-Lieutenant' and at the beginning of speeches he is acknowledged first. After initial introductions, the salutation of 'Mr Blundell' is also appropriate. At the end of an event the Lord-Lieutenant must be the first person to depart.

The High Sheriff

Each year, Her Majesty The Queen selects a new High Sheriff of Merseyside. The name and contact details of the current High Sheriff are always available from the Lord-Lieutenant's staff. The High Sheriff also represents Her Majesty The Queen, especially at engagements relating to the law and to the emergency services. The Lord-Lieutenant's staff will advise to which engagements it is appropriate to invite both the Lord-Lieutenant and the High Sheriff.

The High Sheriff takes precedence only after the Lord-Lieutenant. The High Sheriff assumes a similar status to that of the Lord-Lieutenant as Her Majesty The Queen's second most senior personal representative in the County. The High Sheriff takes precedence over all others and is the last to arrive at an engagement. The High Sheriff needs to be met formally and is referred to as 'High Sheriff'. In speeches he or she is acknowledged first (or second after the Lord-Lieutenant if applicable). After initial introductions the salutation of 'Mr/Mrs/Miss/Ms (Surname)' is also appropriate. At the end of the event the High Sheriff is the first person to depart.

**The Vice Lord-Lieutenant - Mr Robert Owen JP DL
Deputy Lieutenants**

The Lord-Lieutenant is supported by a Vice Lord-Lieutenant and around 40 Deputy Lieutenants (NB. 'Deputy Lieutenant' not 'Deputy Lord-Lieutenant'). The Lord-Lieutenant may choose to have the Vice-Lord-Lieutenant accompany him at an engagement or he may ask the Vice Lord-Lieutenant to represent him at an engagement. Similarly, the Lord-Lieutenant may ask a Deputy Lieutenant to represent him at an engagement.

When either the Vice-Lord Lieutenant or a Deputy Lieutenant is representing the Lord Lieutenant he or she assumes the status of the Lord-Lieutenant as Her Majesty The Queen's personal representative in the County. He or she takes precedence over all others, is the last to arrive at an engagement, needs to be formally met and is referred to formally as 'Vice Lord-Lieutenant'. Deputy Lieutenants are always referred to by name. In speeches the Vice-Lord-Lieutenant or the Deputy

Lieutenant is acknowledged first. After initial introductions the salutation of ‘Vice Lord-Lieutenant’ or ‘Mr/Mrs/Miss/Ms (Surname)’ is also appropriate. At the end of an event the Vice Lord-Lieutenant or the Deputy Lieutenant is the first person to depart.

(When the Vice Lord-Lieutenant or a Deputy Lieutenant is representing the Lord-Lieutenant and the High Sheriff is also present, the Lord-Lieutenant’s representative takes precedence over the High Sheriff.)

Lord Mayor and Mayors, and their Protocol Relationship to the Lord-Lieutenant and High Sheriff

When an event involves a Civic invitation from a Lord Mayor or a Mayor and is to a civic function, the protocol and precedence change somewhat. In these circumstances The Lord Mayor or Mayor is the senior figure and defers only to the Queen herself. However, it is common for Civic Heads to defer to the Lord-Lieutenant or the High Sheriff as a matter of courtesy.

Protocol list - set out below is the nationally recognised protocol list. Inevitably the City or local Boroughs will have their own views as custom and practice have developed.

The Lord Lieutenant (unless there is a member of the Royal Family present)

The High Sheriff

The Lord Mayor or Mayor

The elected Mayor (where the post exists)

The Chairman of the Council

The Deputy Mayor

Aldermen

Councillors

Justices of the Peace

The Chief Executive of the City or Borough

The Chief Constable or his representative