

MARKETS COMMITTEE

Wednesday, 30 January 2019

Minutes of the meeting of the Markets Committee held at Guildhall at 11.30 am

Present

Members:

James Tumbridge (Chairman)	Deputy Edward Lord
John Chapman (Deputy Chairman)	Alderman Nicholas Lyons
Tom Anderson	Alderman Professor Michael Mainelli
Rehana Ameer	Wendy Mead
Adrian Bastow	Deputy Robert Merrett
Matthew Bell	Deputy Brian Mooney
Peter Bennett	John Scott (Chief Commoner)
Nicholas Bensted-Smith	Ian Seaton
Mark Bostock	Mark Wheatley
Michael Hudson	
Angus Knowles-Cutler	
Gregory Lawrence	
Tim Levene	

In Attendance

Officers:

Julie Smith	- Chamberlains
Leyla Dervish	- Chamberlains
Andrew Fothergill	- Comptroller and City Solicitors
Jon Averbs	- Interim Director of Consumer Protection and Market Operations
Philip Everett	- Project Co-ordinator Markets Consolidation Programme
Anna Dunne	- Programme Director, Markets Consolidation Programme
Julie Mayer	- Town Clerk's
Don Perry	- Consumer Protection and Market Operations
Daniel Ritchie	- Superintendent, Billingsgate Market
Mark Sherlock	- Superintendent, Smithfield Market
Ben Milligan	- Superintendent, Spitalfields Market
Peter Young	- City Surveyors
Steven Chandler	- City Surveyors
Ian Hughes	- Department of the Built Environment

1. APOLOGIES

Apologies were received from Deputy Kevin Everett, Deputy Henry Jones, Andrien Meyers, Deputy Joyce Nash, John Petrie and Deputy Giles Shilson.

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

By virtue of his position as the Chairman of the Smithfield Markets Tenants Association, Mr Gregory Lawrence advised that he would leave the room in respect of agenda items 16 and 18, reports on the Markets Relocation and Consolidation Programmes, although he was not (in his view) obligated to do so. The Chairman of the Markets Committee therefore changed the running order of the agenda, to take items 16 and 18 at the end of the non-public part of the agenda, in order to reduce disruption of the meeting and inconvenience to Mr Lawrence. Mr Lawrence advised that he was available for questions whilst still in the room. The Chairman advised that he had asked the Comptroller and City Solicitor, as a matter of urgency, to provide clear advice to Mr Lawrence as to what he should and should not participate in. The Chairman thanked Mr Lawrence for his co-operation and offer to leave.

3. **PUBLIC MINUTES**

RESOLVED, that – the public minutes and non-public summary of the meeting held on 7 November 2018 be approved as a correct record.

Matters arising

At this point in the meeting, the Chairman invited updates from the Superintendents; Members were reminded that this was usually a standing agenda item and would continue to be so at future Committees.

Billingsgate

The Superintendent advised that a recent wholesalers forum had been dominated by Brexit and, whilst traders were not overly concerned at this time, there would be further consultation meetings.

Smithfield

The Superintendent was pleased to report that the Christmas Traffic Management plan had worked well and there had been no major road problems. The only unforeseen issue was a major water main burst on Farringdon Road for the whole pre-Christmas week.

Members noted that free parking reached a peak of 450 vehicles on 20th December, and that overall parking in the car park was up 14% on last year, mainly due to the weekend opening before Christmas and Christmas eve this year falling on a Monday. There were 270 fixed penalty notices issued for parking offences, compared to 227 last year.

The Superintendent advised that the Working Manual had been agreed with the Tenants Association and was to be signed shortly by both parties. Members noted that the NABMA Best Wholesale Market Award would be announced on 31st January 2019 and Smithfield had entered the nominations. The Superintendent finally reported on the recent HGV banksman 4 night audit. There were 96 deliveries witnessed and a 2% non-banksman result. This information had been shared with the SMTA and a jointly-signed letter issued to the relevant freight transport companies.

The Superintendent agreed to bring a paper to the next meeting on car park usage.

Spitalfields

The Superintendent reported an incident at the Market on the 17th December 2018, which resulted in the death of an HGV driver, just after Christmas, as a result of sustained injuries. The Police investigated but the incident occurred in a CCTV blind spot. Members noted a report on today's agenda at item 8, in respect of CCTV replacement at the Market. Initial findings concluded that the incident occurred in an area not authorised for unloading and therefore the market operators were not responsible. The Chairman and Director had sent condolences to the driver's family.

In respect of other updates, there had been a new security system procured for the constabulary (Gartech); and the purchase of new LED lights in the market hall, at a cost of £8,000, had reduced energy consumption by 52% with payback expected in 9 months' time.

Finally, Members noted that City Harvest, a charity which utilises products towards their end of life, were using the site as a City distribution hub; previously located in West London. The Charity received City Bridge Trust funding and were able to freeze produce, on site, to make soups and smoothies. The Charity had expressed interest in taking space but did not want to pay commercial rent. The Chairman asked for a proper request to be made, to consider them as tenants, and was happy for a report on their potential tenancy to be considered to enable Members to take an informed decision.

4. TERMS OF REFERENCE OF THE MARKETS COMMITTEE AND FREQUENCY OF MEETINGS

Members considered a report of the Town Clerk in respect of the Committee's Terms of Reference and frequency of meetings.

RESOLVED, that:

- a) subject to any comments, the terms of reference of the Committee be approved for submission to the Court of Common Council, as set out at the Appendix to the report, and that any further changes required in the lead up to the Court's appointment of Committees be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman; and
- b) the frequency of meetings per annum be arranged in consultation with the Chairman, Deputy Chairman and the Director of Markets & Consumer Protection, in order for them to align with the anticipated work programme for the year.

5. IMPACT OF BREXIT ON THE CITY'S WHOLESALE FOOD MARKETS

Members received a report of the Interim Director of Consumer Protection and Market Operations, which provided an update on the potential impact of Brexit on the City's wholesale food markets. The Chairman referred to the City

Corporation's contingency planning for Brexit, as a whole, and advised Members that he had raised a question at the Finance Committee, in respect of a joined up approach, which would not favour one area of the Corporation's business over another. Members noted that Billingsgate had been particularly successful in securing EU Grants, but whilst there had been a promise of existing agricultural funding being maintained, this might be affected post Brexit. Additionally, there were some concerns at Spitalfields about the availability of fruit pickers but no specific staff concerns at the other markets. Whilst Brexit was a trader, rather than a City Corporation risk, Members accepted that if traders left or could not pay rent, then it would be. Furthermore, Members noted that negotiations in respect of the consolidation project included the efficient flow of goods from the continent. In respect of the volume of meat products imported to Smithfield, Members noted this was 50% and not 80%, as stated in the report. The City Corporation had written to the Tenant Associations 14 days ago, offering support, but as yet there had been no responses.

RESOLVED, that – the report be noted.

6. MARKETS BUSINESS PLAN UPDATE PERIOD 2 - 2018/19 (AUGUST - NOVEMBER)

Members received a report of the Interim Director of Consumer Protection and Markets Operation which provided an update on progress for Period 2 (August-November) 2018-19, against key performance indicators (KPIs) and objectives outlined in the Markets' Business Plan.

Members noted the possibility of a GLA Visit to Smithfield and they would be notified of the date in due course. Officers agreed that future reports would show total capacity, with annotations on the percentage of occupancy, and include the unused sections of the Poultry Market. Members noted there was currently no vacant space at Smithfield.

RESOLVED, that – the report be noted.

7. MARKETS COMMITTEE RISK

Members received a report of Consumer Protection and Market Operations in respect of the Markets Committee Risk Register, which sought to provide Members with assurance that risk management procedures in place within the Department of Markets and Consumer Protection were satisfactory and met with the requirements of the Corporate Risk Management Framework.

RESOLVED, that – the report be noted.

8. CCTV REPLACEMENT AT NEW SPITALFIELDS MARKET

Members received a report of the Interim Director of Consumer Protection and Market Operations in respect of a full scale design and reinstallation of current CCTV technology across the site, in a phased process, that would maintain CCTV coverage throughout the installation. Members noted that the cameras would be of higher quality, with 360 degree coverage, the user interface would be more intuitive and coverage of the site more extensive. The system would

also be networked and wireless where possible. Members noted that the project would go out to tender in the next couple of weeks.

RESOLVED, that – the report be noted.

9. **PROPOSED REVENUE AND CAPITAL BUDGETS -2019/20**

Members considered a report of the Chamberlain and the Director of Consumer Protection and Market Operations in respect of the annual submission of the revenue and capital budgets overseen by the Markets Committee. Members noted that the budgets had been prepared within the resources allocated to the Director, including a 2% reduction for efficiency savings as well as a 2% allowance for inflation. In response to a question about filming at Billingsgate, Members noted this was increasing and therefore reflected in the budget.

RESOLVED, that:

1. The latest 2018/19 budget and reasons for movement from the original budget be noted.
2. Having been reviewed to ensure it reflects the Committee's objectives, the proposed 2019/20 Revenue Budget be approved and recommended for submission to the Finance Committee
3. Having been reviewed, the draft Capital Budget be approved.
4. Any minor budget changes for 2018/19 and 2019/20, arising from the completion of the asset verification exercise, be delegated to the Chamberlain, in consultation with the Chairman and Deputy Chairman of the Markets Committee

10. **PUBLIC CAR PARKS UPDATE**

Members considered a report of the Director of the Built Environment which provided an update on the short, medium and long-term strategies in the last major report on public off-street car parking, approved in November 2016. Members noted that, since the report, the financial position of the car parks had improved, following the first of two agreed tariff increases. Members expressed disappointment in that this report was not well structured and asked for recommendations to be clearer at the front of the report.

RESOLVED, that:

1. The second phase in the hourly tariff increase in respect of Smithfield Car Park, to £3.50, as previously agreed by the Markets Committee, be implemented in April 2019.
2. For non-zero emission capable vehicles, agree to introduce a three-year phased increase in residential season tickets to align them with the rate per sqm, currently £335 per annum.

3. The overnight parking rate for Smithfield Car Park, of £36, be amended so that it applies seven days a week.

11. **CHRISTMAS PARKING AT SMITHFIELD AND BILLINGSGATE MARKETS**

The Chairman was heard in respect of Christmas traffic management at Smithfield and Billingsgate Markets. Members were reminded of Mr Morris's email summary of his experience. A Member reported that this had been managed very well and asked for staff to be commended. In response to a question, Members noted that the Rotunda car park had been open on the Saturday and Sunday before Christmas.

12. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

13. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no urgent items.

14. **EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act as follows:-

Items	Paragraph
15 – 21	3
17	2 & 3

15. **NON-PUBLIC MINUTES**

RESOLVED, that – The non-public minutes of the meeting held on 7th November 2018 be approved as a correct record.

16. **MUSEUM OF LONDON RELOCATION PROGRAMME: CITY PROJECTS TO FACILITATE THE RELOCATION**

Members received a report of the City Surveyor.

17. **TENANCIES AT WILL AND ASSIGNMENTS**

Members received a report of the Interim Director of Consumer Protection and Market Operations.

18. **CITY'S WHOLESALE MARKETS - CONSOLIDATION PROGRAMME**

Members considered and approved a report of the City Surveyor and Director of Major Projects.

19. **ACTION TAKEN BETWEEN MEETINGS: MARKETS CONSOLIDATION PROGRAMME - APPOINTMENT OF A STRATEGIC PROPERTY ADVISER**

Members received a report of the Town Clerk.

20. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

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

There were no urgent items.

The meeting ended at 1.20 pm

Chairman

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