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| Committee: | Date: |
| Markets | 25 September 2019 |
| Subject: Markets Business Plan Update Period 1 2019/20 (April– July) | Public |
| Report of: Director of Markets and Consumer Protection | For Information |
| Report author: Don Perry - Department of Markets and Consumer Protection | |

Summary

This report provides an update on progress for Period 1 (April-July) of 2019-20 against key performance indicators (KPIs) and objectives outlined in the Markets' Business Plan.

The report consists of:

- Performance against the key performance indicators (KPIs) and progress report on the business plan – Appendix A
- Matters of general interest to the Committee – Appendix B
- Financial information – Appendix C

Key points from the report are that:

Markets Consolidation project

- The initial public consultation closed on 6 August.
- A series of very successful design workshops have been held during the summer for Billingsgate and New Spitalfields markets with a good level of engagement from tenants.

Billingsgate Market

- The Code of Practice is being revised with tenants, and the recommendations from the transport risk assessment will be added to the revised version.
- A major filming project has meant that the filming budget for the year has already been achieved.
- Transport consultant appointed, and transport risk assessments being carried out.

Smithfield Market

- The audit carried out in May showed that tenants' banksmen were 100% compliant.
- Income from the Rotunda car park for period 1 is £10.5k above budget.
- A system to manage fire safety systems compliance now in place.

New Spitalfields Market

- Tenants survey carried out with positive results; the survey will be repeated next year so any changes can be measured.
- Floodlights in the carpark to be renewed at a projected cost of £40k, and a 2-year payback period expected.
- 146 CCTV cameras to be installed around the site.

Finance

- At the end of July 2019, the Department of Markets & Consumer Protection was £385k (63.5%) underspent against the local risk budget to date of £606k, over all the services managed by the Director of Markets & Consumer Protection covering the Markets Committee. Overall the Director of Markets & Consumer Protection is currently forecasting a year end underspend position of £125k (7.9%) for his City Fund and City Cash services.

Recommendation(s)

Members are asked to:

- Note the content of this report and its appendices.

Main Report

Background

1. The 2019-20 Markets Business Plan sets out four Key Performance Indicators (KPIs) and Key Improvement Objectives against which the Markets' performance will be measured throughout the year.
2. The KPIs and objectives are updated in Appendix A.
3. Matters of interest and visits to the Markets are updated in Appendix B.
4. Financial information including a table detailing the position for the individual services covered by this department are updated in Appendix C.

Current Position

5. To ensure that your Committee is kept informed of progress against the current business plan, progress against KPIs (Appendix A), matters of general interest (Appendix B), and financial information (Appendix C) are reported on a periodic (four-monthly) basis.
6. This approach allows Members to ask questions and have a timely input on areas of particular importance to them. Members are also encouraged to ask the Director for information throughout the year.
7. Periodic progress is also discussed by Senior Management Groups (SMG) to ensure any issues are resolved at an early stage.

Consultees

8. The Town Clerk and the Chamberlain have been consulted in the preparation of this report.

Appendices

Appendix A - Performance against the key performance indicators (KPIs) and progress reports on the business plan

Appendix B - Matters of general interest to the Committee.

Appendix C – Financial Information

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