

MARKETS BOARD

Wednesday, 20 September 2023

Minutes of the meeting held at Guildhall at 9.30 am

Present

Members:

Deputy Henry Pollard (Chairman)	James Tumbridge
Deputy Philip Woodhouse (Deputy Chairman)	Catherine McGuinness
Gregory Lawrence	Alderman Sir David Wootton
Deputy Brian Mooney	Hugh Selka
	Paul Martinelli (Smithfield Markets Tenants' Association)

Officers:

Emma Moore	- Chief Operating Officer (COO)
Ben Milligan	- Markets Director, Department of the COO
Daniel Ritchie	- Department of the Chief Operating Officer
Mark Sherlock	- Smithfield Market General Manager
Emma Beard	- New Spitalfields Market General Manager
Damian Coffey	- Department of the Chief Operating Officer
Matthew Lyons	- Department of the Chief Operating Officer
Ali Sajedi	- Department of the Chief Operating Officer
Marcelina Gilka	- Department of the Chief Operating Officer
Peter Barlow	- Media Services, Town Clerks
Julie Mayer	- Town Clerks
Steven Chandler	- City Surveyors
Andrew Fothergill	- Comptroller and City Solicitor's Department
John James	- Chamberlain's Department

1. APOLOGIES

Apologies were received from Deputy Edward Lord, Alderman Alison Gowman, Henry Jones, Wendy Mead, Oliver Sells (Mr Sells joined the meeting remotely), Tony Lyons (Billingsgate Market Tenants Association) and Paul Walker (Spitalfields Market Tenants Association).

The Chair was pleased to welcome Members back to the Market Board, further to the meeting of the Court of Common Council in July 2023 which had considered, and rejected, a proposal to abolish it. The Chair was confident that the Board would continue to make a useful contribution.

The Board then observed one minute's silence to commemorate the sad passing of Mark Bostock, who had a wealth of experience and had been a great asset to the Markets Board. The Board passed on their condolences to Mark's family.

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

Mr Gregory Lawrence had been granted a dispensation to speak on all matters concerning the London Central Markets (Smithfield) other than: (i) those in which he has a disclosable pecuniary interest as a shareholder or director of any company which holds a tenancy in the market; and (ii) those which would affect only him personally or his business interests as opposed to the generality of tenants within the market.

NB. This dispensation will be in place until the next Common Council elections in March 2025.

3. **PUBLIC MINUTES**

RESOLVED, that – the public minutes and non-public summary of the meeting held on 10th May 2023 be approved.

Matters arising

The Chief Operating Officer (COO) reminded Members that the Board's Terms of Reference had not changed at the Annual Meeting of the Court of Common Council in April 2023. Members were also reminded that the Markets Co-location Programme (MCP) now falls under the remit of the Capital Buildings Board (CBB), with the Barking Reach Group (BRG) having been established as a Working Party (of CBB). However, the COO would be providing an update on the MCP in the Confidential part of today's agenda.

In response of a further query in respect of bringing non-public agenda items onto the public agenda, the Town Clerk explained that non-public reports were exempt under the Local Government Act, as referred to under agenda item 11.

4. **GENERAL MANAGER UPDATES**

The Board received the General Managers' update, noting the following additions since the publication of the agenda.

Smithfield

The General Manager advised that the outstanding cleaning issues would be resolved in the next few weeks.

The Board noted the Poultry Market's move as an historical moment for the City Corporation, and to the future of the MCP and Museum of London and asked for this to go on record. The Chair thanked staff and tenants for their exemplary planning and risk management, together with their willingness to compromise and work together. The Ward Member for Farringdon extended thanks on behalf of his constituents.

The issues with refrigeration had been resolved and the project team were drawing up a mitigation plan against further potential risks to the Poultry Market Towers during the demolition works. The parties pursuing compensation had been asked to provide full details of their losses and a response was imminent.

5. **MARKETS REVENUE OUTTURN 2022/23**

The Board received a report of the Chamberlain in respect of the Outturn for the year, which showed net income of £991,000, compared to the final net expenditure budget of £750,000, representing a net underspend of £1,741m. Members noted that this position had resulted from the settlement of Spitalfields Market's arrears. Members also noted the detailed balances on the various reserves at Appendix A (6) to the report.

RESOLVED, that – the report be noted.

6. **MARKETS BUSINESS PLAN UPDATE PERIOD 1 - 2023/24 (APRIL-JULY)**

The Board received a report of the Markets Director which provided an update on progress made during Period 1 (April-July) of 2023/24 and key improvement objectives outlined in the Markets' Business Plan 2023/24. Members noted that work was underway on next year's Business Plan, in respect of redefining Key Performance Indicators (KPI's); i.e. – the Waste KPI would be expanded to include recoverable and recyclable waste.

In response to a question about consultation on the detailed design brief for the new consolidated market, Members would be advised of the dates as soon as possible.

RESOLVED, that – the report be noted.

7. **MARKETS RISK UPDATE**

The Board received a report of the Markets Director which sought to provide assurance in that the risk management procedures in place are satisfactory and meet the requirements of the Corporate Risk Management Framework.

In response to questions, the following points were noted:

The building maintenance works target had been moved back, with completion expected by mid-2024. The likelihood of this risk would be reduced considerably once the works were complete, as would the consequences.

The Markets Director explained that as much had been done as possible to mitigate the risks associated with forklift trucks, within the physical structure, together with policies and procedures, which would be worked into the new markets. There has been 2 injuries reported in the past 12 months, which had been beyond the Market's control.

RESOLVED, that – the report be noted.

8. **ENERGY UPDATE**

The Board received a report of the City Surveyor, which provided an update to the on energy and carbon related matters; in particular:

- The reduction in energy and carbon emissions consumption across all three markets;
- The increase in energy costs incurred for 2022/24 and the forecast increase in energy costs for 2023/24; and
- The forecast PPA rebate savings for 2023/24.

RESOLVED, that – the report be noted.

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

In response to a question about recruitment issues across the Markets, the Director explained that the City Corporation’s pay gap currently represents a £15-20k shortfall for electricians and maintenance managers. This was being addressed and the Corporate Services Committee would be receiving a report, at their next meeting, seeking a change of grade or market forces supplement.

The Director advised that the HR team were now fully resourced and the use of ‘head hunters’ was very effective for some positions. The City Corporation’s benefits as an employer was also being promoted. The Director confirmed that the current level of cover is satisfactory, with some very effective interim staff across all sites, who might be inclined to apply for permanent roles once the pay gap had been addressed.

Members also noted that the Constabulary tends to have a regular turnover, as they generally employ retired police/prison and security officers.

10. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

Members noted that the Board is carrying a vacancy and were asked to consider nominees from their Court of Common Council colleagues.

11. 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:-

Item	Paragraph
12	3
14 -15	2 & 3
16	3
17	2 & 3
18-19	-
20-21	3

12. NON-PUBLIC MINUTES

RESOLVED, that the non-public minutes of the meeting on 10th May be approved.

13. **MARKETS DEBT ARREARS**
The Board received a joint report of the Markets Director and the Chamberlain
14. **MARKETS DEBT WRITE OFF**
The Board received a report of the Chief Operating Officer
15. **GENERAL MANAGER UPDATES**
The Board noted a non-public update in respect of one the Markets
16. **BILLINGSGATE CONSOLIDATED VAN DELIVERY CHANGES**
The Board received a report of the Chief Operating Officer.
17. **TENANCIES AT WILL AND ASSIGNMENTS**
The Board received a report of the Markets Director.
18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There were no urgent items.
20. **CONFIDENTIAL MINUTES**
RESOLVED, that – the confidential minutes of the meeting held on 10th May 2023 be approved.
21. **MARKETS CO-LOCATION PROGRAMME UPDATE**
The Chief Operating Officer was heard.

The meeting ended at 11.30 pm

Chairman

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