

Committee:	Date:
Markets Committee	5 September 2018
Subject: Markets Business Plan Update Period 1 2018/19 (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 2018-19 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

- A Programme Board and Members Working Group have been established and terms of reference agreed. Lambert Smith Hampton (LSH) have been engaged to undertake the search for a suitable site of up to 100 acres. Consultation with key stakeholders has begun.

Billingsgate Market

- All merchants have been written to regarding the return of polystyrene boxes from their trade customers.
- Parking income slightly below profile budget. Parking packages and office accommodation are being advertised to attract new customers.
- All filming requests that generate an income have been facilitated and this activity is ahead of budget.
- New agreement with a waste contractor has resulted in 60% increase in payments for recycled polystyrene.

Smithfield Market

- Income from Rotunda car park is ahead of profile budget.
- The risk status associated with HGV Bankmens duties remains Amber following a recent audit.
- There is one outstanding activity to be resolved with the Tenants' Association on the Working Manual.

New Spitalfields Market

- Tender awarded to install the controlled barrier entry system.
- The design and costs for the CCTV system is being finalised and the installation of the system will come under the Police CCTV contract pending final approval.
- A Separate joint procurement exercise for CCTV will be undertaken at each of the other markets pending further analysis.

Finance

- At the end of July 2018, the Department of Markets & Consumer Protection was £93k (24.3%) overspent against the local risk budget to date of £382k, over all the services now managed by the Director of Markets & Consumer Protection covering the Markets Committee. Appendix C sets out the detailed position for the individual services covered by this department.
- Overall the Director of Markets & Consumer Protection is currently forecasting a year end overspend position of £78k (4.2%) for his City Fund and City Cash services. A significant element of this overspend relates to reduced lettings income from the Poultry Market, as the letting of further premises is 'on hold' while the future of the Poultry Market is determined. It is anticipated that this shortfall in lettings income will be reimbursed to the Markets & Consumer Protection budget.

Recommendation(s)

Members are asked to note the content of this report and its appendices.

Main Report

Background

1. The 2018-19 Markets Business Plan sets out four Key Performance Indicators (KPIs) and 10 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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