

## MARKETS BOARD

Wednesday, 13 November 2024

Minutes of the meeting of the Markets Board held at Committee Rooms, 2nd Floor,  
West Wing, Guildhall on Wednesday, 13 November 2024 at 11.00 am

### Present

#### Members:

Deputy Henry Pollard (Chairman)	Deputy Charles Edward Lord
Philip Woodhouse (Deputy Chairman)	Hugh Selka
Alderman Alison Gowman CBE	Henry Jones MBE
Wendy Mead OBE	Suzanne Ornsby KC
Deputy Brian Mooney BEM	Chris Hutchinson, New Spitalfields Market
Catherine McGuinness	Tenant Association

#### In Attendance

Julie Gibbs

#### Officers:

Ben Milligan	- Markets Director
Emma Beard	- City Surveyor's
Damian Coffey	- City Surveyor's
Stephen Dolamore	- City Surveyor's
Andrew Coke	- City Surveyor's
Daniel Ritchie	- City Surveyor's
Mark Sherlock	- City Surveyor's
Ali Sajedi	- City Surveyor's
Matt Baker	- City Surveyor's
Andrew Coke	- City Surveyor's
Evan Widdup	- City Surveyor's
Steven Chandler	- City Surveyor's
Marcelina Gilka	- City Surveyor's
Afsana Rahman	- Chamberlain's
Andrew Little	- Chamberlain's
John James	- Chamberlain's
Andrew Fothergill	- Comptroller and City Solicitor's
Michael Cogher	- Comptroller and City Solicitor
Theresa Grant	- MCP Consultant
Polly Dunn	- Assistant Town Clerk
Genine Whitehorn	- Commercial Director
Rhys Campbell	- Town Clerk's
Peter Barlow	- Town Clerk's

### 1. APOLOGIES

Apologies were received from Paul Martinelli, Greg Lawrence and Oliver Sells in advance of this meeting. James Tumbridge also provided his apologies but attended this meeting virtually.

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

There were no declarations.

**3. MINUTES**

The Town Clerk informed the Board of one correction to the minutes, to record Suzanne Ornsby KC apologies for July's meeting.

RESOLVED, that - The public minutes and non-public summary of the meeting held on 22 July 2024 were approved as a correct record, as amended.

**4. ANNUAL REVIEW OF THE BOARD'S TERMS OF REFERENCE**

The Chairman advised the Board that this report had been deferred to the next meeting of the Board scheduled for Wednesday, 22 January 2025.

**5. WHOLESALE MARKETS ZERO TOLERANCE POLICY INTRODUCTION**

The Board received a report of the Markets Director concerning the introduction of a zero-tolerance policy aimed at ensuring compliance, improving safety and culture, and promoting appropriate, professional behaviour within the City of London Corporation's wholesale markets.

The Markets Director advised the Board that this report sought to ensure professional conduct, safety and organisational integrity within the markets division and to reinforce that discriminatory and negative behaviour would not be tolerated. A Member asked if zero-tolerance staff training had taken place, and it was confirmed that training was underway. The Deputy Chairman asked for the Markets Board to receive an update in six months' time to review the implementation of this policy to which officers agreed, however qualitative data would be provided.

It was also agreed that officers would share the report with the Equality, Diversity and Inclusion Sub-Committee.

RESOLVED, that – the Board approve the introduction and implementation of the zero-tolerance policy across all three City of London Corporation wholesale markets.

**6. REVENUE AND CAPITAL BUDGETS 2025/26**

The Board received a report of the Chamberlain in respect of the annual submission of the revenue and capital budgets overseen by the Markets Board.

The Chairman raised a question in relation to inflation and its impacts on the revenue and capital budgets. Officers explained that service charge at Smithfield had been capped and that the Court of Common Council had previously recognised that the Board should not bear the costs of service charge caps it arose in line with inflation.

RESOLVED, that – the Board approve a request to RASC for the budget adjustment relating to the budget shortfall of £698k in 2025/26 at Smithfield Market and agree that any amendments for 2024/25 and 2025/26 budgets arising from changes to recharges, energy costs and any other minor changes be delegated to the Chamberlain in consultation with the City Surveyor.

**7. UPDATES FROM THE GENERAL MANAGERS**

The Board received an update from the General Managers of Smithfield, Billingsgate and New Spitalfields Markets.

RESOLVED, that – the report and its contents be noted.

**8. WHOLESALE MARKET RISK UPDATE REPORT**

The Board received a report of Markets Director in respect of the actions taken in the Markets Division to monitor, and manage effectively, risks arising from its operations.

RESOLVED, that – the report and its contents be noted.

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

There were no questions.

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

The Chairman thanked Stephen Dolamore, Ali Sajedi and Peter Barlow for their work in support of the Markets Board and the Markets Division and wished them all best in their future endeavours.

**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.

**12. NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 22 July 2024 were approved as a correct record.

**13. NOTE OF INQUORATE MEETING**

Members took note of the inquorate meeting of the Markets Board held on 3 October 2024.

**14. MOOD OF THE MARKETS (VERBAL)**

The Board received an update from the New Spitalfields Chair of the Tenants Association and General Manager for Smithfield Market.

**15. NEW SPITALFIELDS & BILLINGSGATE MARKETS WASTE MANAGEMENT & MARKET CLEANSING PROCUREMENT STAGE 2 AWARD REPORT**

The Board received a report of The Chamberlain in respect of the New Spitalfields & Billingsgate Markets Waste Management & Market Cleansing Procurement Stage 2 Award.

RESOLVED, that – the report and its contents be noted.

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

There were no questions.

**17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no urgent items.

**18. CONFIDENTIAL MINUTES**

RESOLVED, that - – the confidential minutes of the previous meeting held on 22 July 2024 be approved as a correct record.

**19. CONFIDENTIAL NOTE OF INQUORATE MEETING**

Members received the confidential note of the inquorate meeting held on 3 October 2024.

**20. MARKETS CO-LOCATION PROGRAMME UPDATE**

The Board received a report of The Board received a report of the SRO and Comptroller & City Solicitor, Deputy Chief Executive in respect of the Markets Co-Location Programme.

RESOLVED, that – the report and its contents be noted.

**The meeting ended at 12:35pm.**

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Chairman

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