

## **MARKETS COMMITTEE**

**Wednesday, 14 May 2014**

Minutes of the meeting of the Markets Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 14 May 2014 at 11.30 am

### **Present**

#### **Members:**

Nicholas Bensted-Smith	Wendy Mead
Christopher Boden	Hugh Morris
Alderman Charles Bowman	Deputy Joyce Nash
Karina Dostalova	Graham Packham
Alderman Timothy Hailes	Chris Punter
Brian Harris	Adam Richardson
Christopher Hayward	Ian Seaton
Michael Hudson	John Scott
Jamie Ingham Clark	Deputy Dr Giles Shilson
Deputy Keith Knowles	Angela Starling
Edward Lord	Mark Wheatley
Professor John Lumley	

#### **In Attendance**

Mark Boleat CC

#### **Officers:**

Rakesh Hira	Town Clerk's Department
Alistair MacLellan	Town Clerk's Department
David Smith	Director, Markets & Consumer Protection
Malcolm Macleod	Markets & Consumer Protection
Robert Wilson	Markets & Consumer Protection
Steven Chandler	City Surveyor's Department
Andrew Crafter	City Surveyor's Department
Paul Hickson	Comptroller and City Solicitor's Department
Julie Smith	Chamberlain's Department
Debbie Howard	Chamberlain's Department
Julie Zhu	Public Relations Office

#### **1. APOLOGIES**

Apologies were received from Revd Dr William Campbell-Taylor, Deputy John Chapman, Deputy Stanley Ginsburg, Brian Harris, Tom Hoffman, Robert Merrett, Elizabeth Rogula, Patrick Streeter and James Tumbridge.

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

There were no declarations.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

The Order of the Court of Common Council, of 1 May 2014, appointing the Committee and approving its Terms of Reference was received.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No. 29.

The Town Clerk read out a list of Members eligible to stand as Chairman. Michael Hudson and John Scott indicated their willingness to serve and therefore a ballot was taken.

The results were as follows:

Michael Hudson            8

John Scott                 13

John Scott was therefore declared Chairman for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30.

Hugh Morris, the Immediate Past Chairman, exercised his right to be Deputy Chairman and was duly elected for the ensuing year.

**LATE CHAIRMAN – VOTE OF THANKS**

**RESOLVED UNANIMOUSLY –**

Members of the Markets Committee wish to record their sincere thanks and gratitude to

**HUGH FENTON MORRIS**

for his excellent work as their Chairman.

AS Chairman, he has been active in all aspects of the work of the Committee showing great drive and commitment to ensure the success of the Committee.

UPON commencing chairmanship, he was fortunate to inherit the work carried out by his predecessors on the Billingsgate Market working practices and, through his drive and vigour, he brought this vital area of work to a highly successful conclusion, which has transformed the atmosphere of the Market.

HIS chairmanship, however, was truly marked by the work leading to the renewal of the leases at Smithfield Market. He was instrumental in reaching a successful conclusion on the lease negotiations which is a testament to his diligence, professional manner and skills of tact and diplomacy. He spent an immense amount of his personal time actively engaging with the relevant parties and demonstrated a high level of dedication in achieving a result which enables the City Corporation to recover the costs of operating the Market, via the Service Charge plus a separate rent, which should ensure the long term health of the Market.

DURING his tenure he demonstrated a robust and energetic style which enabled him to steer the Committee in an exemplary and courteous manner. He presided over the Committee's debates allowing full consideration to the routine business of the Committee including areas such as the Markets and Consumer Protection Department business plan, revenue and capital budgets and proposed new lettings.

OVERALL, he has managed the Committee's deliberations with a fair and firm hand whilst ensuring that the Committee executed its duties in a very competent manner with due consideration for all Members.

FINALLY, in congratulating their former Chairman upon a most successful term of office, his colleagues wish to thank him for his passion and commitment and to sincerely express that his services be available to serve the City Corporation for many years to come.

The former Chairman thanked the Committee for their support and kind words.

The Chairman welcomed Nicholas Bensted-Smith and Jamie Ingham Clark to their first meeting of the Committee, and thanked John Fletcher, Ann Holmes and Deputy Michael Welbank, who no longer served on the Committee, for their contributions.

The Chairman also thanked the previous Deputy Chairman for his hard work and contributions to the work of the Committee.

## 6. **APPOINTMENT OF THE REFERENCE SUB COMMITTEE**

Members proceeded to appoint the Reference Sub Committee for the ensuing year.

**RESOLVED** – That the Reference Sub Committee be comprised of the following Members:-

Chairman, John Scott  
Deputy Chairman, Hugh Morris  
Chris Hayward  
Jamie Ingham Clark  
Edward Lord  
Deputy Joyce Nash  
Deputy Giles Shilson  
x2 vacancies

7. **PUBLIC MINUTES**

The public minutes of the meeting held on 5 March 2014 were approved as a correct record subject to minor amendments.

8. **MARKETS BUSINESS PLAN UPDATE PERIOD 3 2013/14 (DECEMBER - MARCH)**

The Committee considered a report of the Director of Markets and Consumer Protection which provided Members with an update on progress against the Business Plan of the Markets Department for Period 3 (December-March) of 2013-14 against key performance indicators (KPIs) and objectives outlined in the Business Plan. The report consisted of:

- Performance against the key performance indicators (KPIs) and progress report on the business plan
- Matters of general interest to the Committee
- Markets Risk Register
- Financial information
- Sickness statistics

The report highlighted that at the end of February 2014, the Department of Markets & Consumer Protection was £311k (21.2%) underspent against the local risk budget to date of £1.5m, over all the services now managed by the Director of Markets & Consumer Protection covering the Markets Committee. Overall the Director of Markets & Consumer Protection was currently forecasting a year end underspend position of £142k (8.9%) for the Department's City Fund and City Cash services.

The Chairman pointed out that on page 11 of the report the reference to all accidents reports to be completed within 3 days following the notification of an incident, for Billingsgate Market, should read 100% and not 83.3%.

A discussion took place and in response to a question by a Member the Superintendent of Smithfield Market explained that an audit had been carried out by the Corporate Health & Safety Manager and within it the safety

concerns relating to the banksmen duties would be highlighted. It was noted that individual operators were looking at their own responsibilities to ensure that they carry out the banksmen duties effectively. Members emphasised that this issue needed to be kept under review by officers.

In relation to the Smithfield Poultry Market Re-roofing and Rewiring Project the Director reported that the project was progressing to the Gateway 4 Options Appraisal stage and that tenants views were being taken into account.

In response to a question by a Member the Director explained that the level of sickness at the three Markets was generally going in the right direction and being in line with the corporate target.

**RESOLVED** – That the report be noted.

**9. DEPARTMENT OF MARKETS & CONSUMER PROTECTION BUSINESS PLAN 2014-2017**

A report of the Director of Markets and Consumer Protection detailed the Business Plan for 2014-17 for the Department of Markets and Consumer Protection. The report highlighted that the Department reported to three discrete City Committees: Markets; Port Health and Environmental Services; and Licensing. The Business Plan consisted of an overarching plan which contained information relating to the whole department, and a separate annex for each of the three Committees which reflected the responsibilities of that Committee only.

The Business Plan identified some key achievements from the past year and set out what the Department aimed to achieve this year, the standards which will be attained, and where this fit within the corporate plans.

A discussion took place on the Key Performance Indicators (KPIs) and that these be listed next to the objective in future reports. The Director undertook to explore whether the KPIs could be described as more outcome based.

**RESOLVED** – That Members approve the contents of the report.

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

**West Poultry Avenue**

In response to a question by the Deputy Chairman, which was colloquially known as the 'Michael Farrow memorial question', the Director explained that in respect of the opening of the West Poultry Market this was a highways matter.

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

There were no urgent items.

12. **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
13	3
14	3,5&7
15 -17	3
18-19	-

13. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 5 March 2014 were approved as a correct record.

14. **DEBT ARREARS - MARKETS - PERIOD ENDING 31 MARCH 2014**

A report of the Director of Markets and Consumer Protection was received.

15. **POULTRY MARKET - LETTING OF FIRST FLOOR OFFICE**

A joint report of the City Surveyor and the Director of Markets and Consumer Protection was considered and agreed.

16. **SMITHFIELD MARKET - CONDENSER WATER COOLING SYSTEM - UPDATE**

A report of the City Surveyor was received.

17. **TENANCIES AT WILL AND ASSIGNMENTS**

A report of the Director of Markets and Consumer Protection was received.

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

There were no questions.

19. **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 12.17 pm**

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Chairman

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