

MARKETS COMMITTEE

Wednesday, 26 November 2014

Minutes of the meeting of the Markets Committee held at the Guildhall EC2 at 11.30 am

Present

Members:

John Scott (Chairman)	Edward Lord
Hugh Morris (Deputy Chairman)	Professor John Lumley
Christopher Boden	Wendy Mead
Deputy John Chapman	Deputy Joyce Nash, OBE
Karina Dostalova	Graham Packham
Deputy Stanley Ginsburg	Elizabeth Rogula
Alderman Timothy Hailes	Angela Starling
Christopher Hayward	James Tumbleidge
Tom Hoffman	Mark Wheatley
Michael Hudson	

Officers:

Saimah Tahir	Town Clerk's Department
Angela Roach	Town Clerk's Department
Susan Attard	Town Clerk's Department
Debbie Howard	Chamberlain's Department
Paul Nagle	Chamberlain's Department
Julie Smith	Chamberlain's Department
Steven Chandler	City Surveyor's Department
Andrew Crafter	City Surveyor's Department
Paul Hickson	City Surveyor's Department
Malcolm Macleod	Markets and Consumer Protection Department
Nigel Shepherd	Markets and Consumer Protection Department
David Smith	Markets and Consumer Protection Department
Robert Wilson	Markets and Consumer Protection Department
Donald Perry	Markets and Consumer Protection Department

1. APOLOGIES

Apologies were received from Nicholas Bensted-Smith, Alderman Charles Bowman, Jamie Ingham Clark, Robert Merrett, Chris Punter, Deputy Giles Shilson and Patrick Streeter.

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

There were no declarations.

3. **PUBLIC MINUTES**

The public minutes of the meeting held on 19th September were approved as a correct record.

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

A report of the City Surveyor provided Members with an update on the performance of the Condenser Water Cooling System at Smithfield Market which serves Tenants' refrigeration equipment, and the works currently being undertaken to improve the system. The report highlighted that the performance of the condenser water cooling system was satisfactory but some operational issues had been experienced which had impacted refrigeration equipment.

In response to a question by a Member, the City Surveyor explained that five out of the seven Phase 3, sections of work had been completed with the remaining two due to be completed within the next two weeks.

RESOLVED – That the report be noted.

5. **RISK MANAGEMENT STRATEGY**

A report of the Chamberlain was received introducing the new Risk Management Strategy which had been approved by the Audit and Risk Management Committee. At the request of the Audit and Risk Committee, a revised framework for the review of key departmental risks had been developed. The Markets and Consumer Protection Department risk review was due to take place on the 24th February 2015.

In response to a question, the City Surveyor informed Members that a list of risks was presented triannually to the Markets Committee.

RESOLVED – That the report be noted.

6. **REVENUE AND CAPITAL BUDGETS - 2014/15 AND 2015/16**

A joint report of the Chamberlain and Director of Markets and Consumer Protection provided the annual submission of the revenue and capital budgets which were overseen by the Committee. The report sought approval for the provisional revenue budget for 2015/16 and will then be submitted to the Finance Committee.

A discussion took place regarding the changes from the original 2014/15 revised 2014/15 budgets. Members requested that a report be produced detailing the changes that had taken place.

A Member also requested a breakdown of the 2015/16 depreciation charges for the markets to be provided to Members of the Committee.

RESOLVED – That –

- a) Members review the provisional 2015/16 revenue budget including the service based review proposals and approve for submission to the Finance Committee.

- b) The Town Clerk in discussion with the Chairman and Deputy Chairman be given authority to substitute service based review proposals if the current proposals are rejected. If the new proposal is complex in nature that the Town Clerk shall consult with the Chairman and Deputy Chairman of the Policy and Resources prior to approving an alternative proposal.
- c) Members review and approve the draft capital budget.
- d) Members authorise the Chamberlain to revise the budgets to allow for further implications arising from potential budget developments including any changes from Markets Service Reviews, City of London Procurement Initiative Savings, changes to the Additional Works Programme, implications arising from Carbon Trading Allowances and changes in respect of recharges. If the revisions vary by more than 10% of total expenditure, a further report will be submitted to this Committee for approval.
- e) A report detailing the changes from the original 2014/15 budget to the revised 2014/15 budget be circulated to Members.

7. ENFORCEMENT ACTIVITY AT SMITHFIELD MARKET

Members considered a report of the Director of Markets and Consumer Protection regarding enforcement activity carried out by Smithfield Enforcement Team. Members were advised that current information from the Food Standards Agency on enforcement activity within Smithfield Market was not available.

Members were informed that the Food Standards Agency attendance at Smithfield Markets would be reduced from 75 to 35 a week due to budget pressures. The Smithfield Enforcement Team would be working with tenants and the Food Standards Agency to ensure that the food handling regime would not be compromised as a result.

RESOLVED – That the report be noted.

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

There were no questions.

9. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

10. 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
11-16	3

11. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on the 19th September 2014, were approved as a correct record.

12. **APPENDIX TO THE 'SMITHFIELD WATER CONDENSER COOLING SYSTEM - UPDATE'**

A report of the City Surveyor provided Members with an update which was to be read in conjunction with Item 4.

RESOLVED – That the report be noted.

13. **DEBT ARREARS MARKETS - PERIOD ENDING 30 SEPTEMBER 2014**

A report of the Director of Markets and Consumer Protection informed Members of the invoiced income raised and outstanding as of 30th September 2014.

RESOLVED – That the report be noted.

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

There were no questions.

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

There was one urgent item.

16. **SERVICE BASED REVIEW PROPOSALS - DEPARTMENT OF MARKETS & CONSUMER PROTECTION**

The Committee considered a report of the Director of Markets and Consumer Protection that sought approval to the savings proposed under the Service Based Review.

RESOLVED – That:-

- a) the next phase of work which will include consultation with staff and the Trade Unions and may require minor changes and a degree of management flexibility, be noted; and
- b) the savings and income generation proposals for the Department of Markets and Consumer Protection, be approved.

The meeting closed at 12.45 pm

Chairman

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