

<b>Committee:</b>	<b>Date:</b>
Markets	24 January 2018
<b>Subject:</b> Markets Business Plan Update Period 2 2017/18 (August – November)	<b>Public</b>
<b>Report of:</b> Director of Markets and Consumer Protection	<b>For Information</b>
<b>Report author:</b> Don Perry - Department of Markets and Consumer Protection	

### Summary

This report provides an update on progress for Period 2 (August-November) of 2017-18 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
- Debt Information – Appendix D
- Sickness statistics – Appendix E

#### Key points from the report are that:

##### General

- Following consultation with tenants, GVA (formerly GVA Grimley) have determined that traders at all markets recognise the advantages of moving to a composite site, in terms of remaining viable and potentially increasing their trade. There will be a further briefing provided to the Committee on 24 January.

##### Billingsgate Market

- A tug vehicle is being purchased, with the aid of a 75% EU fishing industry grant, to pull waste bins across the site and this will replace a hired vehicle.
- Despite a high turnover in customers, car park income for 2017/18 is on target to be achieved (£450k).
- The LFMA has elected a new council under the chairmanship of Russell Parish – Director of J Bennetts (Billingsgate) Ltd.
- The LFMA has agreed to restart the Additional Facilities project, which was on hold pending recalculations of cost.

### **Smithfield Market**

- The SMTA has agreed to provide a response to the proposed amendments to the Working Manual by the end of January.
- An initiative to increase the usage of the car park and income by utilising third party booking platforms and the installation of automatic number plate recognition (ANPR) is being developed.
- The target date for reducing the risk associated with HGV Banksmen duties to Amber has been revised to January 2018. A joint letter from the SMTA and CoL was issued to 16 freight delivery companies on 1 December 2017 highlighting that continued non-compliance with Site Rules will result in deliveries being rejected.

### **New Spitalfields Market**

- The 'Polluter Pays' scheme is now fully implemented and waste levels should reduce to approximately 9,000 tonnes per annum. An income of £13,000 was generated via recyclates in October 2017.
- The quotations received for both design and installation for the entry barrier system were unexpectedly high so the proposal now is to appoint a single supplier. This is now with City Procurement who have shortlisted 6 companies. The tender will be published in January 2018.
- The Superintendent, with the support of City Procurement, has decided it would be more cost-effective to have one company appointed to both design and install a new CCTV system. It is intended to go out to five or six suitable companies when a pan-Market Strategy for CCTV is agreed.

### **Finance**

- At the end of November 2017, the Department of Markets & Consumer Protection was £59k (24.8%) underspent against the local risk budget to date of £238k, over all the services managed by the Director of Markets & Consumer Protection covered by the Markets Committee. Overall, the Director is currently forecasting a year end overspend position of £60k (4.1%) for the City Fund and City Cash elements of the Wholesale Markets.

### **Recommendation(s)**

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

### **Main Report**

#### **Background**

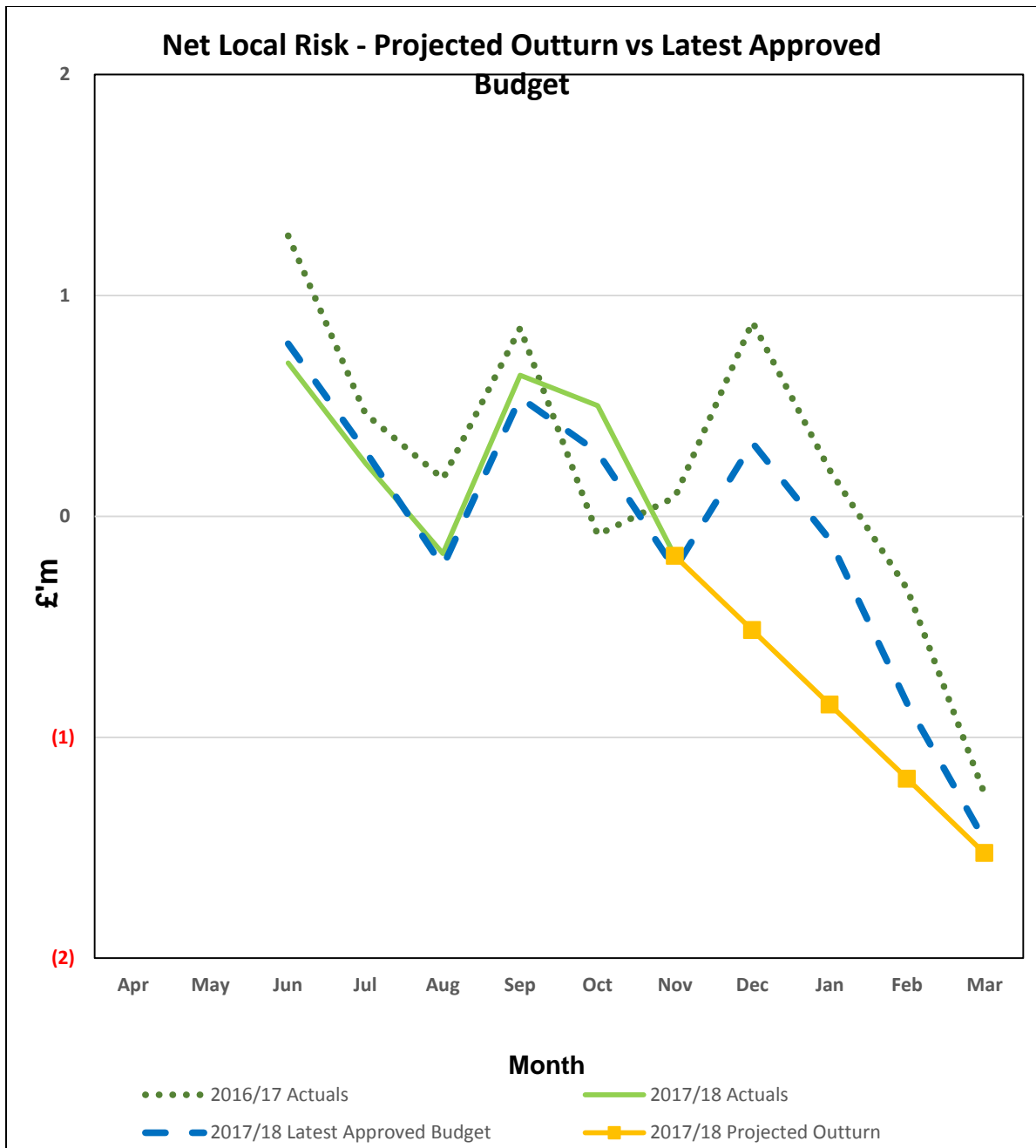
1. The 2017-18 Markets Business Plan sets out five Key Performance Indicators (KPIs) and 23 Key Improvement Objectives against which the Markets performance will be measured throughout the year.
2. The KPIs and objectives are updated in Appendix A.

### **Current Position**

3. To ensure that your Committee is kept informed of progress against the current business plan, progress against KPIs (Appendix A) and matters of general interest (Appendix B), a financial summary (Appendix C) and further debt information (Appendix D) are reported on a periodic (four-monthly) basis, along with sickness statistics (Appendix E).
4. 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.
5. Periodic progress is also discussed by Senior Management Groups (SMG) to ensure any issues are resolved at an early stage.

### **Financial and Risk Implications**

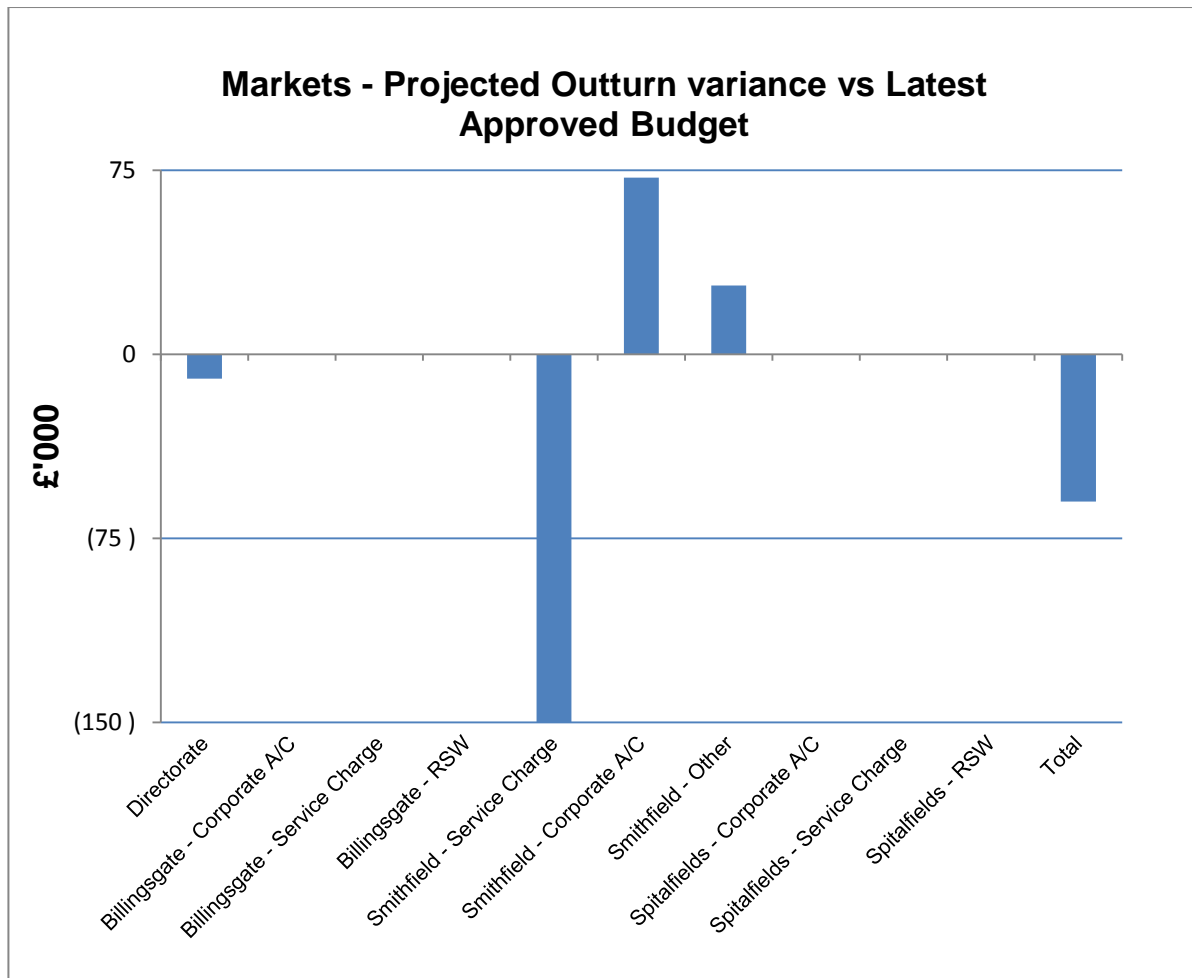
6. The end of November 2017 monitoring position for Department of Markets & Consumer Protection services covered by Markets Committee is provided at Appendix C. This reveals a net underspend to date of £59k (24.8%) against the overall local risk budget to date of £238k for 2017/18.



**Notes:**

1. Graph compares local risk actual net position to date and future projected outturn against the profiled budget for Markets.
2. Markets forecast outturn is £1.524m, representing a projected overspend of £60k against the latest approved budget of £1.464m.

7. Overall the Director Protection is currently forecasting a year end overspend position of £60k (4.1%) for the Wholesale Markets City Fund and City Cash services under his control.



1. Zero is the baseline latest approved budget for each Division of Service.
2. Graph shows projected outturn position against the latest approved budget.
3. A variance above the baseline is favourable i.e. either additional income or reduced expenditure.
4. A variance below the baseline is unfavourable i.e. additional expenditure or reduced income.
5. Overall the Department is forecasting an overspend of £60k at year end.

8. The reasons for the significant budget variations are detailed in Appendix C, which sets out a detailed financial analysis of each individual division of service relating to this Committee, for the services the Director of Markets & Consumer Protection supports.
9. The better than budget position at the end of November 2017 relates mainly to salary underspends at New Spitalfields Market relating to staffing vacancies. These underspends will be offset at year end by a reduced service charge to the tenants to balance the service charge account to zero.
10. The Director anticipates this current better than budget position will reverse by year end mainly because of reduced service charge income at Smithfield Market due to delays in completing the additional premises lets.

## Consultees

11. 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

Appendix D – Debt Information

Appendix E – Sickness Graph

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