**Baseline Service Statement**

**Baseline Ares Head of Service Date**

**HDC Markets Clare Mangan 24 July 2023**

**West Street/Bishopric**

|  |  |
| --- | --- |
| **Number of Staff &**  **Equipment** | Operated under contract by Coden Events  The West Street Entrepreurs Market is operated on a rolling contract as stall numbers have been so low so as not to have been viable to tender previously.  All equipment and staffing is provided by the market operator. Traders are allowed to use their own stalls and vehicles.  No local equipment storage is provided. The operator makes their own arrangements. |
| Specification | HDC’s Markets are an Economic Development tool for the support of small and start up businesses. They are co-ordinated through a District Wide all operators working group to this end.  The specification is as set out in the 2016 contract. (To be reviewed at the end of 2023 dependeant on impact of rebranding and promo on average stall numbers)  Weekly Entrepreurs markets (Saturdays) plus ad-hoc market based events.  Introducing last Sunday of the month antiques, arts and crafts markets  Stalls are laid out by the operator within a contract defined boundary  Any stalls wanting to sell alcohol need to apply for their own TENS  Fees are paid to the Council based on a percentage scale of stall income plus a fixed fee for each Electicity connection. |
| **Performance Measure** | Work within agreed guidelines and regulations |
| **Non - Compliance Procedure** | By mutual agreement (has not been necessary to invoke) |
| **Existing Value of Contract** | **Approx £15,000 pa** |
| Boundary Area | Bishopric  DC/05/2324 Street Market, West Street (Bishopric), Horsham, West Sussex |
|  |  |
| **Suggested Additional BIDs Activity** |  |
| **Estimated Cost of Additional BIDs Activity** |  |