

Appendix B

Cambridge General Market Terms and Conditions Consultation

Proposed Key Changes Overview Document - March 2025

The following table identifies the proposed changes to the current adopted General and Sunday Charter Market Regulations; and for each provides a brief explanation of why it has been proposed; what the anticipated impact of the proposed change is likely to be for Market Traders; and what corresponding management action the Council is proposing to take in response.

PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
Document Title			
Change of name from General & Sunday Charter Market Regulations to Cambridge General Market Terms & Conditions	Market is run over 7 days	None	None - Considered an administrative change
Terms and Conditions Introduction Page	Amended introductory text for terms and conditions introducing references to new Appendices	None	None - Considered an administrative change
If any Trader has a 'protected characteristic', as defined under the Equalities Act 2010, and notifies the Council of the nature of the protected characteristic and its impact on their ability to trade in accordance with the Regulations, the Council will consider making the necessary reasonable adjustments to the implementation of these Regulations to enable that Trader to be able to trade	To ensure the Council fulfils its Public Sector Equality Duty (under the Equalities Act), which requires it, in exercising its function, to have due regard to advance equality of opportunity between people who share a 'protected characteristic' (under the Act), such as a 'disability'; and those who do not	Enables Traders with 'protected characteristics' to trade on the market. Disciplinary action will be taken for any breach in accordance with the General Market Terms and Conditions. Traders need to be familiar with the Equality Act, as it relates to their business and trading on the market	The Council will consider any request for 'reasonable adjustments' from Traders, in terms of any disclosed 'protected characteristic'; and where it is deemed to be reasonable and feasible will implement the requested adjustment. Change is required to enable the Council to fulfil its legal duty

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Definitions And Interpretation			
<p>'Severe Weather' means the market will not trade during severe or extreme weather events that in the opinion of the market management team pose an unacceptable level of risk. As a guide this will be when the Met Office issues an Amber or Red weather warning or when winds are forecast to be above a certain threshold in Cambridge. metoffice.gov.uk - 0370 900 0100 - 0370 900 0100</p>	<p>To protect health and safety and for insurance purposes</p>	<p>Pitch fee charges will be waived for all affected Traders on days the market is closed (provided they are not in arrears with their Pitch fee)</p>	<p>Change is required to enable effective management of the market in response to exceptional health and safety situations</p>
Section 2.0 General Listing			
<p>2.4 Introduction of special activity or event days, such as civic, cultural or community events, and/ or extended trading times (for example evening screenings or late-night shopping)</p>	<p>To maximise the market's offer in response to customer needs and demands; and so, help support wider city centre economy</p>	<p>Opportunities for Traders to extend their trading hours and increase sales</p>	<p>Decisions on 'special event days' will be taken by the Council in consultation with Cambridge Market Traders and their representatives</p>
<p>2.5 The Council shall have the right to close the market on any given day at its absolute discretion if it considers it to be operationally necessary. For such closures, the Council will waive the pitch fee and any associated charge; but will not be liable for any loss incurred by the Trader, either directly or indirectly from the closure</p>	<p>To protect health and safety, such as in response to a severe or extreme weather event or pandemic 'lock down' situation; or other such exceptional operational situations, such as the death of the monarch. This list is not exhaustive</p>	<p>Inability for affected Traders to trade on the market on the days closed and associated loss of sales income. Pitch fee charges will be waived for all affected Traders on days the market is closed (provided they are not in arrears with their Pitch fee)</p>	<p>Change is required to enable effective management of the market in response to exceptional health and safety and other operational situations. This will be implemented only on occasional and in exceptional circumstances. Market Traders will be provided with as much notice as possible and informed in writing</p>

PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
<p>2.6 The Council shall have the right to alter the pitch location of licenced Traders on any given day at their absolute discretion if they consider this to be operationally necessary, either on a temporary or permanent basis</p>	<p>To improve the market, offer for customers, by grouping traders together on a particular part of the market. To protect health and safety, such as in response to a pandemic situation, where risk assessment highlights the need for social distancing and associated space for customer queue management and current fire safety advice</p>	<p>Affected Traders would have to move from their licensed pitch to an alternative pitch location. This could result in moving from a Premium to a Standard pitch. Traders, who are moved from a lower (Standard) to a higher (Premium) charge rated pitch will be charged at the higher rate, while Traders who from a Premium to a Standard will be charged at the lower Standard rate</p>	<p>This change will give the Council the flexibility to fill vacant pitches and so protect the overall viability and sustainability of the 7-day a week market and reacting to operational situations. The Council will seek to provide all affected Traders with as much notice as possible and engage affected Traders and their member organisation representatives and will endeavour to offer best available alternative</p>
<p>2.10 All complaints relating to the Council's Market Service, with the exception of trader-on-trader complaints, will be managed in accordance with the Council's Policy: Compliments, complaints and suggestions - Cambridge City Council</p>	<p>To formalise current complaint management arrangements</p>	<p>None - as current complaints are already being managed in accordance with the Council's Policy Considered an administrative change</p>	<p>To adopt existing Council policy and procedure Considered an administrative change</p>
<p>2.11 The mix of categories of goods and services licensed to be sold on the market and associated maximum number of available Licences by category type, will be managed in accordance with any future Balance of Trade Policy</p>	<p>To make explicit the basis on which applications for vacant pitches, or variations to existing licences to include the sale of additional secondary goods and services, will be determined</p>	<p>Any future Balance of Trade Policy will declare the City Council's 'statement of intent' for the future and is a tool by which markets can clearly and transparently demonstrate a commitment to the creation of a diverse, prosperous, and fair market economy</p>	<p>Any future Balance of Trade Policy document will be made available for a separate consultation for market traders and their representatives. It will be used to give the Council the flexibility to fill vacant pitches and so protect the overall viability and sustainability of the 7-day a week market</p>
Section 3.0 Licences			
<p>3.3 If a Trader applies in writing for a Casual Position on the Market, and that is confirmed by the Market Management Team then the Trader shall be charged for the Casual Position irrespective of whether the Trader attends. The Casual trading policy is available upon request</p>	<p>Market must practice good financial management and take appropriate care with maintaining Council funds</p>	<p>We look to Traders to support this principle to protect the overall viability and sustainability of the market</p>	<p>Management operational decision taken in the best interests of the whole of the market</p>

PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
<p>3.7 The Council shall have the right to terminate a Licence at any time by giving to the Trader at least three months written notice in advance. Such notice may be served by email, by post or in person. On such determination the Licencee shall remove all goods and fittings, and equipment as required by the Council</p>	<p>The lack of a standard Licence termination clause in the current Regulations has been highlighted by the National Association of British Market Authorities (NABMA) as a major operational management issue (for both Market Traders and the Council)</p>	<p>Affected Trader would be given at least three months written notice in advance prior to being required to cease being licensed to trade on the market</p>	<p>Affected Trader would be given at least three months written notice in advance prior to being required to cease being licensed to trade on the market</p>
<p>3.8 Without prejudice to the provisions of Clause 3.6 and 3.7 above, the Council has the right to terminate a Licence without notice on the following grounds:</p> <p>3.8.1 If a Trader is routinely absent on one of their licenced days (without Market Management Team approval) or if the Trader routinely fails to attend any weekday pitch, they are licenced to but continues to attend pitches they are licenced to on a Saturday or a Sunday. For example, if a Trader is licenced to a Monday, Saturday and Sunday but fails to attend the Monday pitch. This will be considered in breach of this paragraph.</p> <p>3.8.2 If the Trader has been declared bankrupt or insolvent</p> <p>3.8.3 If the Trader is found to have committed a material breach of these terms and conditions or for misconduct and their Licence is terminated in accordance with the Disciplinary Policy, as set out in Appendix 1</p>	<ul style="list-style-type: none"> • Greater clarity over expected behaviour and conduct • To make explicit that to deliberately and purposefully fail to attend on licenced trading days is an unacceptable that will not be tolerated • Traders are required to turn up and trade on their licenced days, so helping to maximise market occupancy rates <p>Disciplinary action will be taken for any breach in accordance with the General Market Terms and Conditions</p>	<p>The Council has the right to terminate a Licence without notice in certain circumstances as indicated in the terms and conditions of trading</p>	<p>Reasons a Licence would be terminated:</p> <ul style="list-style-type: none"> • In the event of gross misconduct • For contravention of terms and conditions • To enable a change of product lines to enable a diverse range of goods and services provision (new licence would be issued) • For non-payment of pitch fees/ significant arrears • If Trader activity compromises health and safety of public/ staff/ other traders • For Illegal disposal of waste • Illegal disposal of cooking oil by traders, etc. • For breaches of Disciplinary Policy whereby a Licence may be terminated without notice
<p>3.10.6 There are no outstanding arrears in connection with the Licence</p>	<p>Market must practice good financial management and take appropriate care with maintaining Council funds</p>	<p>We look to Traders to support this principle to protect the overall viability and sustainability of the market</p>	<p>Management operational decision taken in the best interests of the whole of the market</p>

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3.10.7 The existing Licencee will remain on the Licence for a minimum of 1 year	Classed as a management operational decision taken in the best interests of the whole of the market	We look to Traders to support this principle to protect the overall viability and sustainability of the market	Management operational decision taken in the best interests of the whole of the market
3.14 The minimum age to hold a Licence is age 16	Reduce age from 17 to 16 to encourage next generation of Market Trader	If under 18 a parent or guardian will be required to be on the Licence	None - Legal Requirement
Section 4.0 Product Lines and Product Line Extensions			
4.2 The Market Management Team will allocate product lines to vacant Pitches as it considers best for the market's overall social, economic and environmental viability	To make explicit the basis on which applications for vacant pitches will be determined	To give the Council the flexibility to fill vacant pitches and so protect the overall viability and sustainability of the 7-day a week market	We look to Traders to support this principle to protect the overall viability and sustainability of the 7-day a week market
5.4 All Saturday & Sunday Pitches will only be licenced to a Trader with at least one Licence for a Pitch on a Weekday	To make this requirement explicit and so, help to strengthen the weekday offer protecting the overall viability and sustainability of the 7-day a week market	Weekend trading comes with a duty to trade during the quieter weekday periods	The market operates 7 days a week. We look to Traders to support this principle to protect the overall viability and sustainability of the 7 day a week market
5.10 All unsuccessful applicants for Pitches or product line extensions will be advised in writing with reasons. This decision is final and not open to appeal or the Council's Complaints Procedure	Classed as a management operational decision taken in the best interests of the whole of the market	We look to Traders to support this principle to protect the overall viability and sustainability of the market	The Council reserves the right to determine boundaries as part of its operational management decisions for the running of the market and clarify the expected behaviour and conduct of those who wish to trade on Cambridge Market. It will take disciplinary action for any breach in accordance with the Cambridge General Market Terms and Conditions
5.11 All new Traders will be required to pay a deposit of £250. This deposit will be refunded if the Licence is relinquished with no outstanding arrears to the City Council	Market must practice good financial management and take appropriate care with maintaining Council funds	Deposit will provide some protection against unpaid Pitch fees when a new Trader decides to discontinue trading in the very short term	Deposit held on account in lieu of first trading period due to Council process of invoicing in arrears. Existing Traders are not affected by this change

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7.3 Traders that fail to attend the market for a period of 4 x consecutive weeks without the written consent of the Market Management Team will be subject to disciplinary procedures	Amended from 8 x consecutive calendar days. Classed as a management operational decision taken in the best interests of the whole of the market	We look to Traders to support this principle to protect the overall viability and sustainability of the market	The Council reserves the right to determine boundaries as part of its operational management decisions for the running of the market and clarify the expected behaviour and conduct of those who wish to trade on Cambridge Market. It will take disciplinary action for any breach in accordance with the Cambridge General Market Terms and Conditions
7.5 If the Market Management Team does decide to waive Pitch fees, a medical note (or similar) will be required in the event the absence is health related	Proof of circumstance is required for financial recompense and audit trail for release of Council funds	We look for Traders to support this principle to protect the overall viability and sustainability of the 7-day a week market	Management operational decision taken in the best interests of the whole of the market
7.6 Submitting a doctor's note (Statement of Fitness for Work) will not automatically mean your Pitch fees will be waived, see 7.4. If your doctor's note is accepted, you will be expected not to attend the market throughout the duration of the stated period	To incentivise attendance of market on licenced days	To maximise the market's offer in response to customer needs and demands; and so, help support wider city centre economy	Management operational decision taken in the best interests of the whole of the market
7.7 Pitch fees will not be waived retrospectively	Market must practice good financial management and take appropriate care with maintaining Council funds	We look for Traders to support this principle to protect the overall viability and sustainability of the 7-day a week market	Management operational decision taken in the best interests of the whole of the market
7.8 Non-attendance may be subject to a non-attendance administrative fee being applied (as amended by the Council from time to time) if a Trader has failed to inform the Market Management Team of their absence in writing by 8am on the day in question . If written communication is received before this time the fee shall not be applied. Details of the non-administrative management fee can be sought from the Market Management Team	To improve communications and maximise opportunities for Traders to utilise more preferential pitches, increase trading opportunities and overall occupancy for the market	Failure to notify absence will result in an administrative fee being applied. Communicating this by 8am will result in the fee being waived	Management operational decision taken in the best interests of the whole of the market

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Section 10.0 Conduct			
<p>10.1 Traders and any persons working for them are expected to conduct themselves in a manner that does not bring the market or the Council – as the market owner and operator – into disrepute. Traders are expected to present a positive image whilst trading at the market and to treat council staff, customers, fellow traders and others with courtesy and respect – at all times</p>	<p>Greater clarity over expected behaviour and conduct</p>	<p>Dignity and respect should be observed at all times</p>	<p>The Council reserves the right to determine boundaries as part of its operational management decisions for the running of the market and clarify the expected behaviour and conduct of those who wish to trade on Cambridge Market. It will take disciplinary action for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>10.2 Traders must not cause or encourage any nuisance or annoyance to other traders, occupiers of property in the vicinity of the Market or public visitors to the Market Square and adjoining side streets</p>	<p>Greater clarity over expected behaviour and conduct</p>	<p>Dignity and respect should be observed at all times</p>	<p>The Council reserves the right to determine boundaries as part of its operational management decisions for the running of the market and clarify the expected behaviour and conduct of those who wish to trade on Cambridge Market. It will take disciplinary action for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>10.3 Traders must comply with every reasonable instruction asked of them from time to time by any member of the Market Management Team</p>	<p>Greater clarity over expected behaviour and conduct</p>	<p>Dignity and respect should be observed at all times</p>	<p>The Council reserves the right to determine boundaries as part of its operational management decisions for the running of the market and clarify the expected behaviour and conduct of those who wish to trade on Cambridge Market. It will take disciplinary action for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>10.4 The Council reserves the right to require any Trader to leave the market with immediate effect if there is felt to be a material breach of any of these conditions, which in the opinion of the Council justifies such action. Depending on the circumstances, a written warning may be</p>	<p>Greater clarity over expected behaviour and conduct and to safeguard public health and safety</p>	<p>Affected Trader would need to comply</p>	<p>The Council reserves the right to implement this policy in the interests of the health and safety of its staff and the public. It would be implemented should circumstances require it and be based on a full risk assessment</p>

given specifying the breach and citing what remedial action is required before the Trader is allowed to return to trade on the market			
PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
10.5 Traders must comply with the terms and spirit of the Equality Act 2010 and not discriminate against those with protected characteristics as defined under that Act	Greater clarity over expected behaviour and conduct	Dignity and respect should be observed at all times	Legal Requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
10.6 Traders who are considered to have materially breached any of these Terms and Conditions by the Market Management Team will be managed in accordance with the Disciplinary Policy, as set out in Appendix 1	Greater clarity over expected behaviour and conduct	Affected Trader would need to comply	Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
10.9.2 Traders and those working with them must not: Consume or be under the influence of alcohol on the market at any time	Greater clarity over expected behaviour and conduct	The market should be treated as a workplace like any other. The Council reserves the right to implement this policy in the interests of the health and safety of its staff and the public	The Council reserves the right to implement this policy in the interests of the health and safety of its staff and the public. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
10.9.5 Traders and those working with them must not: Smoke anywhere on the market. Smoking is prohibited	To support making the market a smoke free area, in the interests of health and safety	Traders who smoke will need to do so away from the Market	The Council reserves the right to implement this policy in the interests of the health and safety of its staff and the public. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
10.9.9 Traders and those working with them must not: Sell live animals, fur or feathers on the Market	To satisfy the Council's policy decision to ban the sale of goods containing real fur on Council property. Traders will face disciplinary action if they sell goods containing real animal fur or feathers	Traders may need to diversify product lines	Ethical policy decision. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions

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Section 12.0 Pitches			
12.2 Pitch Boundaries are defined by the following:	Greater clarity on operational aspects for both the market management team and market traders	None	None - Considered an administrative change
12.2.1 Premium Pitches on A & G Row are able to utilise the cobbled area in front of the pitch up until the boundary of the highway, the back of the pitch is determined by the canopy that hangs over the frame of the pitch	Greater clarity on operational aspects for both the market management team and market traders	None	None - Considered an administrative change
12.2.2 Premium Pitches operating from B7, B8, C7, C8, D7, D8, E7, E8 and F7 can utilise the additional overhang of the gable end	Greater clarity on operational aspects for both the market management team and market traders	None	None - Considered an administrative change
12.2.3 Standard rate pitches are determined by the canopy that overhangs the frame at the front and back of the pitch	Greater clarity on operational aspects for both the market management team and market traders	None	None - Considered an administrative change
12.3 Traders may spread onto adjacent empty Pitches after 9.30am with permission from the market management team. If a Trader transfers to a Pitch or Pitches, they are not licensed to, they will be charged the appropriate rate for the number of Pitches used	Greater clarity on operational aspects for both the market management team and market traders	None	None - Considered an administrative change

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Section 14.0 Litter and Trade Waste			
14.5 Traders who produce food waste must dispose of it in the correct food waste receptacle and have 2 x waste bins in their pitches to ensure food is separated from the general waste	Legal requirement	Affected Trader would need to comply	Legal Requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
14.9 Traders must comply with any new initiatives introduced to improve removal of trade waste on the Markets. This will be advised in writing by the Market Management Team from time to time and may include the introduction of new charging mechanisms	To reduce carbon footprint of the market, reduce waste generated and increase sustainability and recycling wherever possible	Affected Trader would need to comply	The Council reserves the right to implement this policy to bring the market into line with its Climate Change Strategy aims and objectives
14.13 Single use Plastics, Polystyrene, Cycles and Cycle Parts, Oil Drums & any other items deemed 'Bulky' waste e.g. plastic pallets, wooden boxes etc., by the Market Management Team will not be disposed of by the council. Traders are responsible for legally disposing of this type of waste and must remove this at the end of each trading day	To reduce carbon footprint of the market, reduce waste generated and increase sustainability and recycling wherever possible; to improve the aesthetics of the market and surrounding area and; compliance with non-compacting protocol as directed by 3C Shared Waste	Affected Trader would need to comply	The Council reserves the right to implement this policy to bring the market into line with its Climate Change Strategy aims and objectives and reduce operating costs
Section 15.0 Food & Hot Drink Pitches			
All Traders selling food from their Pitches must comply with any legislation relating to their business and pay particular attention to, the requirements set out in the Health and Safety Policy in Appendix 2 .	To be more explicit over what is expected of Traders preparing and selling food and hot drinks, in terms of health and safety requirements on the market which will in turn protect public health and safety, including Traders and their employees and the Market Management team	Affected Trader would need to comply	Traders will need to understand and comply with all relevant legislation relating to their business

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Section 16.0 Health and Safety			
16.3 All Traders are responsible for maintaining a current risk assessment of their market operation and to make it available to the Market Management Team upon request, as set out in Appendix 5	To be more explicit over what is expected of Traders, in terms of health and safety requirements on the market which will in turn protect public health and safety, including Traders and their employees and the Market Management team	Traders will need to invest time to manage this as part of their standard business operation. Traders will be responsible for ensuring they are aware of and comply with all relevant legislation and evidence that they are fulfilling their business health and safety responsibilities and associated liabilities	Legal Requirement. The Council will provide a risk assessment template and associated guidance to Traders, as required
Section 17.0 Revised Disciplinary Policy			
17.1 Any breaches of these Terms of trading on the market will be dealt with, in accordance with the procedures laid out in Appendix 1	<p>Please see new revised criteria which make explicit the underlying management principles that underpin the Policy in Appendix 1 relating to definitions of misconduct and how breaches will be dealt with</p> <p>To provide Traders with greater clarity over what is considered 'gross misconduct', which could lead to the suspension or revocation of a Licence</p>	Traders will need to understand and comply with the behaviour and conduct standards to avoid being disciplined under the policy	Greater clarity over expected behaviour and conduct. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
Appendix 1: Disciplinary Policy			
Revised Disciplinary Policy with new revised criteria relating to definitions of misconduct and how breaches will be dealt with	The Council reserves the right to determine boundaries as part of its operational management decisions for the running of the market and clarify the expected behaviour and conduct of those who wish to trade on Cambridge and; to provide Traders with greater clarity over what is considered 'gross	Traders will need to understand and comply with the behaviour and conduct standards to avoid being disciplined under the policy	Greater clarity over expected behaviour and conduct. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions

	misconduct', which could lead to the suspension or revocation of a Licence		
PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
16.0 The decision of the Markets Service Director, or other appointed senior officer, shall be final in all respects. The Council will not consider a complaint through its formal complaints process if the matter has already been considered through its Disciplinary Process	The Council reserves the right to determine boundaries as part of its operational management decisions for the running of the market and clarify the expected behaviour and conduct of those who wish to trade on Cambridge Market. The existing process is not respected by some market traders who try to delay the disciplinary process by raising a counter complaint via the Council's formal process	The decision process and recommended course of action will be respected and accepted by market traders	The disciplinary process under the market terms and conditions will run its course to determine the outcome and recommended course of action
Appendix 2: Health & Safety Vehicles & Access			
9.0 Traders should implement the use of a banksman when reversing off the market (not a CCC member of staff) and the banksman must wear appropriate high visibility vest	To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities	To protect public health and safety, including Traders and their employees and the Market Management team	Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
Appendix 2: Health & Safety Gas Appliances			
24. The use of LPG/pressurised cylinder(s) will not be permitted without the prior written consent of the Market Management Team and permission will be subject to such conditions as the Market Management Team may require	To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities To protect public health and safety, including Traders and their employees and the Market Management team	None – as Traders should already be doing this in accordance with legal requirements	Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions

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<p>25. All Traders using LPG/pressurised cylinder(s) must have a controllable discharge type, dry powder fire extinguisher situated near the appliance, displaying a current test approval easily accessible on their Pitch</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>26. All LPG/pressurised cylinders shall be stored outside any Pitch, vehicle or building connected to the appliance via securely fixed metal piping or Armoured flexible piping. Only cylinders using pressure relief valves will be allowed which must be positively secured in the upright position</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>27. Cylinders should be fitted with automatic cut-off valves and be protected from tampering</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>

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<p>28. All LPG/pressurised cylinders not in use must be stored upright in the open air away from any fixed or temporary source of ignition, with suitable hazard warning signage provided, complying with current Health and Safety requirements</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>29. All pipes should be protected from abrasion or mechanical damage (Armoured - if subject to temperatures over 50°C) and should meet the appropriate British Standard. All pipes should be regularly checked and renewed where necessary and be fitted with a flame failure device and be adequately ventilated</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>30. Staff that use gas equipment should be trained in how to use it and in how to carry out visual checks for obvious faults. This will include such things as damaged pipework and connections, inoperative flame supervision devices (these shut off the gas supply automatically if the flame disappears) and smells of escaping gas. All staff should be familiar with what to do in these situations. Routine tasks such as connecting and disconnecting plug-in gas connections to appliances when moving for cleaning, or changing LPG cylinders or hoses, can be carried out by persons who are not Gas Safe registered, but they must be competent</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment.</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>

PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
<p>31. Cylinders must be used and stored in accordance with the UKLPG Codes of Practice (or any superseding legislation/guidance)</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment.</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>Appendix 2: Health & Safety Electricity</p>			
<p>32. A 240v electricity supply is currently available on the Market Square; the Council reserves the right to convert this to 110v if it considers this appropriate or to require compliance with the Electricity at Work Regulations 1989 (as may be amended from time to time). This is currently supplied via 2 16amp sockets per pitch, Traders are required to use mains power extension with built in RCD and must be housed in a weatherproof box with a minimum rating of IP55</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment.</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>

PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
<p>34. There is a high risk of fire from electrical sources of ignition, therefore Market Traders are only permitted to use the electricity supply for equipment, appropriate in the reasonable opinion of the Market Management Team, essential for the operation of their business as specified on the Trader's Licence Agreement. The Market Management Team reserve the right to limit electrical appliances to ensure the maximum load is not being exceeded and causing the electrics to trip</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>36. Traders may only use electrical equipment that it is in good condition, weatherproof and suitable for outside use and in particular all Traders must use a IP55 weather-proof box for all equipment and appliances</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>37. Electrical power shall only be used for the purpose of agreed services. Any new appliances must be notified to the market management team. Only appliances suitable for outdoor use or mobile catering may be used on the market</p>	<p>The Market Management Team reserve the right to limit electrical appliances to ensure the maximum load is not being exceeded and causing the electrics to trip</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>

PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
<p>39. All electrical equipment must have a valid up to date PAT test certificate which must be available for the Market Management Team to view upon request. All electrical items used on the market should be tested annually, by a qualified and competent electrician.</p> <p>Certification to be provided to the Council and appliances are to have a valid PAT sticker. Failure to undertake this testing and provide valid certification will be classed as gross misconduct</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>40. Connections to the electricity supply must be made by a suitably qualified and competent electrician, using robust, moisture and tamper proof connections which are suitable for outside use. External plugs and sockets must be waterproof, and the circuit breakers must work effectively. All plugs are required to be moulded</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>
<p>41. All Lighting used must be LED and IP66 Rated, suitable and BS7671 compliant for outdoor lighting in a public space. All Lighting must be removed at the end of the trading day unless you have written permission of an exception</p>	<p>To make this important health and safety restriction more explicit and ensure compliance with Fire Risk Assessment</p> <p>To evidence that Traders are fulfilling their business health and safety responsibilities and associated liabilities</p> <p>To protect public health and safety, including Traders and their employees and the Market Management team</p>	<p>None – as Traders should already be doing this in accordance with legal requirements</p>	<p>Health and Safety requirement. Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions</p>

PROPOSED CHANGE TO TERM OR CONDITION OR NEW ITEM	REASON FOR PROPOSED CHANGE	IMPACT OF PROPOSED CHANGE	PROPOSED MANAGEMENT ACTION
43. You will be held liable for any damage to any electrical installation provided by the Council if it is shown that the damage was caused by your actions or neglect	Greater clarity over expected behaviour and conduct. It is unacceptable to wilfully cause damage to Council infrastructure or neglect your responsibilities and associated liabilities	Policy will be implemented to encourage appropriate respect for the market infrastructure and in the interests of health and safety	Disciplinary action will be taken for any breach in accordance with the Cambridge General Market Terms and Conditions
Appendix 2: Health & Safety Food Safety			
44. Only food businesses with a food hygiene rating of 3 or above will be allowed to trade on the market. Any Trader that goes below a rating of 3 will be given six months to comply and be reassessed to reach the minimum required. Failure to reach the minimum standards may result in termination of the Market Trader's Licence	All Traders selling food from their Pitches must comply with any legislation for the time being in force relating to their business including (but not limited to) the provisions of the Food Hygiene (England) Regulations 2006	None – as Traders should already be doing this in accordance with legal requirements	Spot checks from Environmental Health The Council has a duty to protect public health and safety and ensure food traders operate with a high standard of food safety; and that customers are aware of the standard being met