

6 September 2012

MARKETS WORKING GROUP – TERMS OF REFERENCE

Ward(s) All

Portfolio: Councillor A. Andrew – Deputy Leader and Regeneration

Report:

At its meeting on 14 June 2012 the Community Services and Environment Scrutiny and Performance Panel appointed a working group to consider making recommendations on the future of school catering.

Since then the working group has held two meetings. One to draft its terms of reference and another to consider its future approach and engagement work.

The terms of reference are attached at Appendix 1 to this report for the Panels consideration.

Recommendations:

That:

- 1. subject to any comments Members may wish to make the terms of reference for the Markets Working Group be approved;**
- 2. Councillor Carl Creaney be appointed Lead Member of the working group.**

Contact Officer:

Craig Goodall – Scrutiny Officer

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Walsall Council Scrutiny and Performance Panel Work Group
Initiation Document

Work Group Name:	Markets Working Group
Panel:	Regeneration Scrutiny and Performance Panel
Municipal Year:	2012/13
Lead Member:	Councillor C. Creaney
Lead Officer:	Paul Nicholson
Scrutiny Officer:	Craig Goodall
Membership:	Councillor I. Azam Councillor D. Barker Councillor C. Creaney Councillor L. Jeavons
Co-opted Members:	None

1.	Context
	Walsall Market is temporarily located in the centre of the town and needs to find a permanent home. The town centre is being currently being regenerated and a permanent home for the market is a key piece of the redeveloped town centre. The district markets in Bloxwich and Willenhall are facing uncertainty and challenging trading conditions.
2.	Objectives
	Recommendations to Cabinet on: 1. The location, type, size and quality of Walsall Market, and; 2. The sustainability of district markets in Bloxwich and Willenhall.
3.	Scope
	The investigation will consider Walsall, Bloxwich and Willenhall Markets.
4.	Equalities Implications
	The working group will ensure that no group is disadvantaged by their recommendations. The working group note from current research that Walsall market has a large number of users who are from a black and minority ethnic background.
4.	Who else will you want to take part?
	Market Traders Associations Market users Non-market users Retailers and businesses Other markets – local, regional and national National Market Traders Federation National Association of British Markets Authorities Town Centre Management Team Markets Service Staff.

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5.	Timescales & Reporting Schedule								
	Recommendations are required by the end of 2012. Therefore the following timetable is proposed for reports to the Regeneration Scrutiny and Performance Panel: 6 September 2012 – Terms of Reference 27 November 2012 – Final Report and Recommendations								
6.	Risk factors								
	<table><tr><th>Risk</th><th>Likelihood</th><th>Measure to Resolve</th></tr><tr><td>Not completing report by end of 2012</td><td>High</td><td>Arrange a schedule of meetings in advance. Consider most important issues first and consider an interim report on time conscious issues.</td></tr></table>	Risk	Likelihood	Measure to Resolve	Not completing report by end of 2012	High	Arrange a schedule of meetings in advance. Consider most important issues first and consider an interim report on time conscious issues.		
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Date Agreed:		Date Updated:	
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Timetable:

DATE	ACTIVITY
21 Aug 2012	Receive brief drafted for external consultant to consider locations for permanent Walsall market, and draft Markets questionnaire survey.
18 Sept 2012	TBC
27 Sept 2012	TBC