



LATE REPORTS, URGENT BUSINESS and SUPPLEMENTARY INFORMATION

Cabinet

Tuesday, 20 April 2010

The following reports were received too late to be included on the main agenda for this meeting and were marked 'to follow'. They are now enclosed, as follows:

Agenda Item Number	Page	Title	Reason for Late Report	Officer Responsible For Late Report
8	1 - 5	LANCASTER MARKET - CABINET LIAISON GROUP	Report arising from a decision made by Council at its meeting on 31 March 2010.	Chief Executive

CABINET

**Lancaster Market – Cabinet Liaison Group
20 April 2010**

Report of Chief Executive

PURPOSE OF REPORT			
This report proposes establishing a Lancaster Market Cabinet Liaison Group with appropriate terms of reference to carry out work requested by Council at its meeting on 31 March 2010.			
Key Decision	<input type="checkbox"/>	Non-Key Decision	<input type="checkbox"/>
Officer Referral	<input checked="" type="checkbox"/>		X
Date Included in Forward Plan	N/A		
This report is public			

OFFICER RECOMMENDATION:

- (1) That a Lancaster Market Cabinet Liaison Group be established to oversee plans for refurbishment and revitalisation of the market.
- (2) That Cabinet consider the draft terms of reference for the Group, included as Appendix A.

1.0 Introduction

- 1.1 Council held a special meeting on 31 March 2010 to consider the options in relation to the future of Lancaster Market. The resolution of Council was:-

Council notes that the Council has been unable to secure a single tenant to its satisfaction since January 2008 and also that the option of a market on one floor is expensive in terms of capital costs and has many legal difficulties. Council also notes the desirability of a thriving indoor market in terms of employment and service to the district. Council therefore resolves:

- (1) That the City Council renews all existing tenancy agreements in accordance with the landlord and tenant act.
- (2) That the City Council endeavours to negotiate by agreement an amendment to the terms and conditions which would permit the City Council to consider any plans to refurbish the market hall.

- (3) That a sum of £150,000 is set aside that can be used for professional advice on running a successful market and on potential costs of refurbishment. However, money spent on consultants should be kept to the minimum possible.
- (4) That the option to tax the market should be re-affirmed, should this be necessary, to protect the Council from any VAT liability on any of the proposed capital works.
- (5) That a working group of councillors from all groups be set up to oversee plans for refurbishment and revitalisation of the market. That this working group gets expert advice and considers visiting other successful indoor markets.
- (6) That this working group to report back to cabinet at key points.
- (7) That the Council looks at all options in terms of reducing the overheads of the market and on the staff needed to make Lancaster market more successful.
- (8) That the working group considers the advantages of licences/tenancies for new businesses in the market.
- (9) That the working group considers options such as making the market more food-based (particularly local food), attracting key businesses, such as a bakery, and marketing the market as a visitor attraction for the city centre.

1.2 Resolutions (5), (6), (8) and (9) above refer to the setting up of a working group and its role and remit.

2.0 Proposal Details

2.1 As the working group described in the Council resolution would be a non-decision making body reporting back to Cabinet, it would seem most appropriate that this be established as a new Cabinet Liaison Group, chaired by the Leader of the Council, as the relevant portfolio holder for Lancaster Market.

2.2 Participants of Cabinet Liaison Groups are by invitation of the Chairman, as set out in the Cabinet Procedure Rule 2.9 in Part 4, Section 5 of the Council's Constitution, however, in this case the wishes of Council are clear that Councillors from all groups be invited to participate.

2.3 Members are reminded that Cabinet Liaison Groups may also be made up of

- Other Members of the Cabinet
- Other Members of the Council not on Cabinet
- Others from outside the Council
- Council officers

2.4 In order to progress the work that Council has requested, Cabinet is asked to consider establishing a Lancaster Market Cabinet Liaison Group and set its terms of reference. Draft terms of reference are provided at Appendix A for Cabinet to discuss.

3.0 Options and Options Analysis (including risk assessment)

- 3.1 Option 1: To establish a Cabinet Liaison Group, as proposed in this report, to carry out the work outlined in resolutions (5), (6), (8) and (9) made by Council on 31 March 2010.
- 3.2 Option 2: To identify some other means of establishing a working group to carry out the work outlined in resolutions (5), (6), (8) and (9) made by Council on 31 March 2010.

4.0 Officer Preferred Option (and comments)

- 4.1 Since there is already a mechanism within the Constitution for progressing this type of non-decision making work which can report directly to Cabinet, Option 1, establishing a Lancaster Market Cabinet Liaison Group, chaired by the Leader of the Council, is the preferred option.

RELATIONSHIP TO POLICY FRAMEWORK

Economic Regeneration – supporting our economy is one of the City Council's four key priority areas recently approved. It includes heritage and cultural tourism for the district including creative industries and employment.

The Cabinet Liaison Group would be considering options such as making the market more food-based (particularly local food), attracting key businesses, such as a bakery, and marketing the market as a visitor attraction for the city centre. The work of the Group looking at improving the provision of a market could therefore be aligned to the supporting our local economy and the cultural agenda, depending on the retail offer made available within the market.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

The City Council wishes to maintain an economically sustainable town centre and the work carried out by a Cabinet Liaison Group looking at improving the provision of the indoor market can help to facilitate this.

FINANCIAL IMPLICATIONS

Financial implications regarding the establishment of a Cabinet Liaison Group will involve the usual costs; that is officer time in administering and supporting the Group, room hire and refreshment costs for meetings and any travel costs for officers and members undertaking any site visits to successful indoor markets. These costs will be met from within existing budgets and resources.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments to add.

LEGAL IMPLICATIONS

There are no Legal implications arising directly from this Report.
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MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.
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BACKGROUND PAPERS	Contact Officer: Debbie Chambers
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Agenda and minutes of the special Council meeting held on 31 March 2010.	Telephone: 01524 582057
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Lancaster Market Cabinet Liaison Group
(Draft Terms of Reference)

The Lancaster Market Cabinet Liaison Group (CLG) exists to:

- to consider the rent and service charge levels to be set for the renewed tenancy agreements
- to consider any other terms considered appropriate for inclusion within the lease that would provide options for refurbishment/revitalisation of the market and reduce debt levels
- to consider all options in terms of reducing the overheads of the market and on the staff needed to make Lancaster market more successful.
- oversee plans for refurbishment and revitalisation of the market.
- seek expert advice
- undertake any necessary site visits to successful indoor markets
- consider the advantages of licences/tenancies for new businesses in the market.
- consider options such as making the market more food-based (particularly local food), attracting key businesses, such as a bakery, and marketing the market as a visitor attraction for the city centre.

The working group will be required to report to Cabinet at key points.