

Scrutiny Board (City Development)

Inquiry to Consider the Future of Kirkgate Market

Draft Terms of Reference

1.0 Introduction

- 1.1 At the meeting in June 2010 Members agreed to carry out an inquiry to review the future of Kirkgate Market.
- 1.2 The Board was subsequently persuaded in July 2010 not to pursue such an inquiry because it was reported that the Executive Board was to consider a draft strategy for Kirkgate Market in October 2010. It was agreed that this Scrutiny Board would be invited to comment on the draft strategy prior to the final strategy being considered by the Executive Board. The draft strategy has been delayed and the Scrutiny Board on 5th October agreed to proceed with this inquiry.
- 1.3 The context of and drivers for the inquiry are:
 - The deputation to Council on 21st April 2010 from the Kirkgate Market branch of the National Market Traders Federation (NMTF) expressing a range of concerns and seeking the appointment of an experienced Markets Manager, a rent reduction, a reduction in parking charges and immediate reinvestment.
 - The subsequent report and decision of the Executive Board on 22nd June to address some of the concerns expressed by the NMTF.
 - The decision of the Executive Board to ask for a condition survey of Kirkgate Market and an assessment of the capital investment that will be required over the short, medium and long term.
 - The Government's announcement to cut funding to local authorities and the pressures this will place on all services necessitating a fundamental review of all services provided by the Council.
 - Members' own experience of the strengths and weaknesses of Kirkgate Market.
 - The renewed emphasis to achieve "Value for Money."
 - The need to establish the views and opinions of traders, shoppers and the general public on how they would like to see Kirkgate Market develop and how this should be done.
 - It is considered that the scrutiny focus is timely and provides an opportunity to consider all the options available for the future of Kirkgate Market and to make recommendations to the Executive Board on this issue.

2.0 The Scope of this Inquiry

- 2.1 The scope of this inquiry is to:

- a) identify the economic and social benefits of Kirkgate Market, the current issues and financial position of the market.
- b) consider the results of the condition survey of Kirkgate Market, the capital investment required in the short, medium and long term and the options available to the Council concerning the future of the market.
- c) contribute to the development of a strategy and action plan for Kirkgate Market.
- d) contribute to the development of a strong marketing strategy for Kirkgate Market.
- e) consider the outcome of the independent rent review.
- f) what resources and other support would be required to implement any improvements identified.

3.0 Comments of the relevant Director and Executive Board Member

3.1 The Director of City Development and the relevant Executive Board Member have been requested to comment on these terms of reference.

4.0 Timetable for the Inquiry

4.1 The inquiry will take place over three sessions with a view to issuing a final report on 8th February 2011.

4.2 The Board met informally on 25th August 2010 and undertook a site visit and had a briefing session from the Head of City Centre and Markets.

5.0 Submission of Evidence

5.1 The following formal evidence gathering sessions have been scheduled:

Session One - 7th December 2010

The purpose of this session is to consider the proposed draft strategy for the market aligned to the

- current issues and financial position of the market.
- outcome of the independent rent review.
- results of the condition survey of Kirkgate Market
- development of a strong marketing strategy for the market

Session Two - 11th January 2011

The purpose of this session is to consider:

- any information requested from the last session.
- hear from representatives of NMTF, Chamber of Commerce / Trade.

- hear from the Friends of Kirkgate Market.

Session Three – 8th February 2011

The purpose of this session is to consider:

- any information requested from the last session.
- the Board's draft inquiry report and recommendations.

6.0 Witnesses

6.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Director of City Development
- Head of City Centre and Markets
- Markets Manager
- Representatives from NMTF locally and nationally
- Relevant Executive Board Member
- Chief Regeneration Officer
- Chief Economic Development Officer
- Chamber of Commerce /Trade
- Shoppers
- Friends of Kirkgate Market

7.0 Monitoring Arrangements

7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.

7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of the Board's recommendations.

8.0 Measures of success

8.1 It is important to consider how the Board will deem whether its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.

8.2 The Board will look to publish practical recommendations.