

## MEMBERS INTERESTS 2012

A Member with a disclosable pecuniary interest in any matter considered at a meeting must disclose the interest to the meeting at which they are present, except where it has been entered on the Register.

A Member with a non pecuniary or pecuniary interest in any business of the Council must disclose the existence and nature of that interest at commencement of consideration or when the interest becomes apparent.

Where sensitive information relating to an interest is not registered in the register, you must indicate that you have an interest, but need not disclose the sensitive information.

Please tick relevant boxes

Notes

|    | General  |  | Notes  |
|----|--|--|--|
| 1. | I have a disclosable pecuniary interest.   | <input type="checkbox"/>   | <i>You cannot speak or vote and must withdraw unless you have also ticked 5 below</i>  |
| 2. | I have a non-pecuniary interest.   | <input type="checkbox"/>   | <i>You may speak and vote</i>  |
| 3. | I have a pecuniary interest <b>because</b><br>it affects my financial position or the financial position of a connected person or, a body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest<br>or<br>it relates to the determining of any approval consent, licence, permission or registration in relation to me or a connected person or, a body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest                         | <input type="checkbox"/><br><br><br><br><br><br><br><br><br><br><input type="checkbox"/>   | <i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i><br><br><br><br><br><br><br><br><br><br><i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>   |
| 4. | I have a disclosable pecuniary interest (Dispensation 16/7/12) or a pecuniary interest but it relates to the functions of my Council in respect of:<br><br>(i) Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease.<br><br>(ii) school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends.<br><br>(iii) Statutory sick pay where I am in receipt or entitled to receipt of such pay.<br><br>(iv) An allowance, payment or indemnity given to Members<br><br>(v) Any ceremonial honour given to Members<br><br>(vi) Setting Council tax or a precept under the LGFA 1992 | <input type="checkbox"/><br><br><br><br><br><br><br><br><br><br><input type="checkbox"/><br><br><br><br><br><br><br><br><br><br><input type="checkbox"/><br><br><br><br><br><br><br><br><br><br><input type="checkbox"/><br><br><br><br><br><br><br><br><br><br><input type="checkbox"/><br><br><br><br><br><br><br><br><br><br><input type="checkbox"/> | <i>You may speak and vote</i><br><br><br><br><br><br><br><br><br><br><i>You may speak and vote</i><br><br><br><br><br><br><br><br><br><br><i>You may speak and vote</i><br><br><br><br><br><br><br><br><br><br><i>You may speak and vote</i><br><br><br><br><br><br><br><br><br><br><i>You may speak and vote</i><br><br><br><br><br><br><br><br><br><br><i>You may speak and vote</i> |
| 5. | A Standards Committee dispensation applies (relevant lines in the budget – Dispensation 20/2/13 – 19/2/17)   | <input type="checkbox"/>   | <i>See the terms of the dispensation</i>   |
| 6. | I have a pecuniary interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose  | <input type="checkbox"/>   | <i>You may speak but must leave the room once you have finished and cannot vote</i>  |

**'disclosable pecuniary interest'** (DPI) means an interest of a description specified below which is your interest, your spouse's or civil partner's or the interest of somebody who you are living with as a husband or wife, or as if you were civil partners and you are aware that that other person has the interest.

### **Interest**

Employment, office, trade, profession or vocation

Sponsorship

### **Prescribed description**

Any employment, office, trade, profession or vocation carried on for profit or gain.

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M.

|                     |   |
|---------------------|---|
|                     | This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.  |
| Contracts           | Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority—<br>(a) under which goods or services are to be provided or works are to be executed; and<br>(b) which has not been fully discharged.  |
| Land                | Any beneficial interest in land which is within the area of the relevant authority.   |
| Licences            | Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.  |
| Corporate tenancies | Any tenancy where (to M's knowledge)—<br>(a) the landlord is the relevant authority; and<br>(b) the tenant is a body in which the relevant person has a beneficial interest.  |
| Securities          | Any beneficial interest in securities of a body where—<br>(a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and<br>(b) either—<br>(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or<br>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class. |

*"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;*

*"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;*

*"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;*

*"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI;*

*"relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;*

*"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.*

**'non pecuniary interest'** means interests falling within the following descriptions:

- 10.1(1)(i) Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) Any body (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
- (iii) Any easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a connected person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

**'a connected person'** means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 10.1(1)(i) or (ii).

**'body exercising functions of a public nature'** means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

**NB** Section 21(13) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

## **CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE**

**HELD: 15 OCTOBER 2015**

Start: 7.30pm

Finish: 10.10pm

### **PRESENT:**

Councillors: Dowling (Chairman)                  West (Vice Chairman)

|              |              |
|--------------|--------------|
| Mrs Atherley | G Hodson     |
| S Bailey     | Hudson       |
| Barron       | McKay        |
| Mrs Blake    | Mrs Marshall |
| Blane        | Oliver       |
| Delaney      | O'Toole      |
| Devine       | Pendleton    |
| Greenall     | Savage       |

Officers: Assistant Director Community Services (Mr D Tilleray)  
Deputy Assistant Director Housing & Regeneration (Mr I Gill)  
Head of Leisure and Cultural Services (Mr J Nelson)  
Technical Services Manager (Mr C Brady)  
Assistant Member Services Manager (Mrs J Denning)  
Partnership and Performance Officer (Ms A Grimes)  
Senior Planner – Housing & Regeneration (Mr D Carr)  
Principal Solicitor (Mrs T Sparrow)  
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

In attendance: Councillor J Hodson (Portfolio Holder for Planning)

Chairman, West Lancashire Community Leisure (WLCL) (Mr M Hayman)  
Contracts Manager, WLCL (Mr M Snaylam)

### **19. APOLOGIES**

There were no apologies for absence.

### **20. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, Members noted the termination of membership of Councillor L Hodson and the appointment of Councillor Pendleton, for this meeting only, thereby giving effect to the wishes of the political group.

### **21. URGENT BUSINESS**

There were no items of urgent business.

### **22. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**23. DECLARATIONS OF PARTY WHIP**

There were no declarations of a Party Whip.

**24. MINUTES**

RESOLVED: That the minutes of the Corporate and Environmental Overview and Scrutiny Committee meeting held on 9 July 2016 be received as a correct record and signed by the Chairman.

**25. MINUTES OF THE MEMBER DEVELOPMENT COMMISSION**

RESOLVED: That the minutes of the Member Development Commission meeting held on 26 September 2015 be noted.

**26. WEST LANCASHIRE LEISURE (WLCL)/SERCO ANNUAL REPORT**

Consideration was given to the presentation by Malcolm Hayman, Chairman and Mark Snaylam, Contracts Manager of West Lancashire Community Leisure (WLCL) as contained on pages 167 to 186 of the Book of Reports.

In his presentation the Chairman of the Leisure Trust acknowledged the good work undertaken by the Trust Members throughout the year and included reference to:

- The Trustees of the Leisure Trust and its Mission within the community
- Neighbourhood Life and the three key areas (improving health and well-being; to establish its leisure centres as “community hubs” and the provision of a range of sports to the community.)

In relation to operations over the previous 12 months, the Contracts Manager referred to the following:

- The Centres managed by Serco and the integration of Beacon Park & Golf Course.
- Increased patronage; growth in business; development works at Beacon Park; increased swimming lesson usage; continuous improvement / development of staff; work undertaken with partners and community groups and the offering of more opportunities for participation.
- Patronage/Income (2014) – increase in visits / income wetside and dryside visits.

In relation to Beacon Park details were provided on the work that had taken place in relation to the 9 hole golf course, now nearing completion; the discount offered to Members’ golf contracts during the renovation period; the investment in the site, including the provision of new greens maintenance equipment, a children’s playground and details of the Park as a “mixed use” facility.

Operational highlights during the year had included: increase in patronage ( year on year from 2004); community based special events (Chairman's Cup; Schools Triathlon; Cycling events); closer links with National Governing Bodies and partnership working with Young People's Service. Of special note was the growth in swimming lessons with nearly 2,000 children undertaking swimming lessons each week at Park Pool.

Other developments and investments highlighted included the proposed £100k investment to rejuvenate the disused tarmac pitch at Burscough Sports Centre to a new 3G football pitch and details in relation to PAISA investment plan for Nye Bevan and Burscough gyms.

The Contracts Manager made reference to the provision of funding, in partnership with Edge Hill University and West Lancs School Sports Partnership of a 3 year PhD study and intervention programme into childhood obesity and activity levels. The study would involve working closely with 10 primary schools in Skelmersdale to deliver the initiative.

Mr Snaylam's presentation also made reference to the opportunities and challenges being faced nationally and locally, including the increased competition to wetside facilities to be offered by Edge Hill University as a result of the opening of the "new" swimming pool at the Ormskirk campus.

In conclusion of the review the way forward for the coming year was featured which included reference to: the challenges to increase patronage; growth of the business; diversification / further investment in Beacon Park; increasing swimming lesson usage (Nye Bevan and Park Pool); continuous improvement of facilities and development of staff; working with partners and community groups to offer more participation opportunities.

Comments and questions were raised in respect of the following:

- Impact of the "new" sporting facilities at Edge Hill University – present and future.
- Downturn in dry-side activities – decline of former popular activities (badminton).
- Beacon Golf Centre – continuing decline of golf as a sport (nationally and locally); diversification into other outdoor activity areas at the Centre.
- Community Engagement – working with other groups; diversification of sporting activities at Sports Centres (martial arts); use by others (brass bands); hire charges; further opportunities.
- Childhood Obesity Study – involvement of West Lancashire Schools; areas of research; outcomes envisaged; widening participation (rural schools)
- Increasing use / popularity of West Lancashire sports facilities – advertisement / liaison with the wider community (via community centres and West Lancashire schools)

The Contracts Manager of WLCL contributed to the discussion and responded to questions. He made an undertaking to take away points made, particularly in relation to engagement with the wider community of the Trust's work; the sporting opportunities / facilities offered and comments made on future engagement with rural primary schools in respect of the joint study being undertaken with Edge Hill University related to childhood obesity.

On behalf of the Committee, the Chairman thanked the representatives from the Leisure Trust for their attendance, the informative presentation and contribution to the discussion.

RESOLVED: That the performance of West Lancashire Leisure/ Serco for the previous 12 months be noted and the representatives be thanked for their presentation and attendance.

## **27. PUBLIC INVOLVEMENT AT MEETINGS - DRAFT PROTOCOL**

Consideration was given to the report of the Borough Solicitor as contained on pages 135 to 142 of the Book of Reports which provided detail in relation to the work undertaken by the Public Involvement in Meetings Working Group, the Public Speaking - Draft Protocol and the recommendations in relation to extending public speaking at meetings.

During discussion comments and questions were raised in respect of:

- Draft Protocol – number of speakers; length / duration of public speaking time; application of the Chairman’s discretion.
- Proposed revised start times of meetings where the public speaking time would apply.

The Assistant Member Services Manager attended the meeting, responded to questions and provided clarification on issues raised.

RESOLVED: That the agreed comment to Council be “that the recommendations as set down at paragraphs 4.1, 4.2, 4.3, 4.4(a) and 4.5 of the report, be supported.”

## **28. PUBLIC INVOLVEMENT AT MEETINGS WORKING GROUP**

Members considered the decision of Council 22 July 2015 that the Terms of Reference of the Public Involvement at Meetings Working Group be extended.

RESOLVED: That the Terms of Reference of the Public Involvement at Meetings Working Group be extended to:

- (a) To undertake a formal review of:
- The elected membership of this Council
  - Current ward boundaries
  - The number of members per ward.

To assess the most appropriate, efficient, effective, democratic and cost effective membership structure for West Lancashire Borough Council.

- (b) To, as part of the review, consider the pros and cons of ‘all-out’ or ‘en-bloc’ elections versus the current ‘rotation’ elections and make recommendations for consideration by Members and residents via public consultation.”

**29. QUARTERLY PERFORMANCE INDICATORS (Q1 2015-16)**

Consideration was given to the report of the Transformation Manager which detailed performance monitoring data for the quarter ended 30 June 2015, as contained on pages 143 to 157 of the Book of Reports. The report had previously been considered by Cabinet at its meeting on 15 September 2015.

In discussion Members raised questions and comments in respect of the following performance indicators:

- WL90 (% of Contact Centre calls answered) – minor downturn in performance; increase in use of “music” and “recorded messages”.
- Impact of the revised arrangements related to the disposal of inert waste (hardcore /rubble).

The Partnership and Performance Officer attended the meeting and responded to questions.

RESOLVED: A That the Council’s performance against the indicator set for the quarter ended 30 June 2015 be noted.

- B That, where applicable, any impact on performance of the revised arrangements related to the disposal of inert waste be reported to a future meeting.

**30. A MARKET TOWN STRATEGY FOR ORMSKIRK REVIEW**

The following three items, as part of this review, were considered.

**31. ORMSKIRK TOWN CENTRE - A REVIEW OF TECHNOLOGY, MARKETING AND THE CONTRIBUTION OF EDGE HILL UNIVERSITY**

Members considered information presented by the Senior Planning Officer (Housing and Regeneration) in relation to technology, marketing and the contribution of Edge Hill University and the impact on Ormskirk Town Centre.

Brand and Marketing

The presentation highlighted the need for a single marketing brand for Ormskirk and proposals to establish a Marketing Stakeholder Working Group whose remit would include: undertaking market research to establish a customer base; exploring perceptions and USPs; using evidence to support the development of an “Ormskirk” brand; looking at web and social media; provision of a calendar of events; encouraging footfall through targeted marketing; exploration of the town’s wi-fi provision and other technology to assist marketing.

Technology

Reference was made to the ideas in technology that had been put forward earlier in the review including the exploration of digital signage as an alternative to A-boards outside shops; the display of digital art in empty shops; exploration of a mobile app for Ormskirk (with assistance from Edge Hill University) and exploration of the establishment of a footfall base to assist the measurement / success of marketing.

Contribution of Edge Hill University

The good working relationship of the Borough Council and Edge Hill University (Edge Hill) was referred to. During the development of the Ormskirk Town Centre Strategy the University and Students' Union had been fully involved and would continue to be part via the working group. The role of Edge Hill in contributing to the economy to benefit the town centre was highlighted. This included drawing on their technology expertise, particularly through the development of a mobile app; becoming more involved in the town centre; harnessing student spending power and encouraging visitors not to bypass the town.

In discussion questions and comments were made in relation to:

- Business in the Community – liaising with town centre business owners; traders; Love Ormskirk; effect of business rate on encouraging retail investment in the town.
- Marketing Stakeholder Working Group – composition / membership / remit.
- Research – updating market research; establishment of a footfall base; recognising “our customer and visitors”.
- Priorities for the future – bus station refurbishment; refinement of the bus /rail/ cycle link; coping with traffic congestion in the Town Centre; involvement with the West Lancashire Masterplan for Transport; Derby Street rail bridge (anticipated works); development of the park & ride facility at Ormskirk Station; improvement “visual” impact of visitors alighting from trains / buses into the Town Centre.
- Edge Hill / Ormskirk Bus Station bus service – access by the public to access events at the Ormskirk campus.
- Attracting visitors to the Town – “market day” special bus service (Ormskirk as a tourist destination); advertising more widely (bus shelter hoardings; on transport); improvements to rail station parking facility / access to the town centre; improving the perception of the town as a “whole week” experience, not just for 2 “market” days; impact of car parking charges.
- Role of Merseyrail – liaison; improvements to station approach footpath / car parking arrangements at the station.
- Traffic management - on-going problem of traffic lights combinations; increases in volume of through traffic; bottle necks (Derby /Stanley Street/Wigan Road; Moor Street/Moorgate/Park Road)
- Edge Hill – utilisation as a resource (marketing / business programmes /opportunities for student involvement)
- Investing in technology in the Town Centre – wi-fi accessibility; interactive /touch screens; “big screen” advertisement on “market days”.
- Events Square – exploring effective usage /function.



The Senior Planning Officer (Housing and Regeneration) responded to questions and provided clarification on points raised during discussion.

The Technical Services Manager provided an update in relation to proposed works on the Derby Street railway bridge. He made an undertaking to raise with Lancashire County Council: progress on the railway bridge improvements; the current position relating to traffic-light management in the Town Centre and the proposed cycle link from the town centre to Edge Hill University.

The Deputy Assistant Director Housing and Regeneration, who was in attendance at the meeting, provided additional clarification on points raised in respect of on-going discussions with Merseyrail in relation to land affecting improvements to car parking arrangements at Ormskirk Train Station and on the parallel process of the review with the development of the Strategy.

The Portfolio Holder (Planning) who was in attendance, with the permission of the Chairman, addressed the meeting, supporting the value of the input of the review work being undertaken by the Committee as part of the on-going work associated with delivering the Ormskirk Town Centre Strategy.

RESOLVED: That the presentation be noted.

### **32. THE MARKET AND MOOR STREET IMPROVEMENTS**

The Technical Services Manager gave an oral update on the changes to the Market and Moor Street Improvements as part of the Committee's review.

#### The Market

Members considered the update provided by the Technical Services Manager on the Market and Moor Street Improvements, including the location of the stalls and the space that had been created in the centre as a result of those changes.

He reported that the Market Traders' had made a request, since the introduction of the new arrangements, for additional space to be allocated to them in front of the stalls. It was explained this would only be for movable goods and would not include expansion of the canopied area over the additional space.

Mr Brady further reported that from October, on a trial basis, six specialists' food stalls would be located in Events Square. The stalls being trialled, it was envisaged, would not impact on the permanent stallholders or town centre traders.

Additionally, in consultation with the Council's Arts Development Manager, it was planned to introduce a 'vintage' element to the market. Discussions with existing stallholders in relation to this proposal were currently taking place and it was hoped to commence this venture from April next year.

The 'branding' of the market was also something that had been referred to earlier in the review and it was reported that from 1 April 2016 a relaunch would take place with the stalls displaying the new 'branded' canopies.

The Technical Services Manager further reported that the proposed market research into footfall would include consultation with current market traders as well as town centre retailers.

### Moor Street Improvements

The Technical Services Manager reported that the Moor Street Improvements were finished on 28 August 2015, immediately prior to the Motorfest event. Further environmental works, including seating and placement of "trees" was expected to be undertaken in November.

He reported that the 'deep' drainage gullies that had been installed by the contractors were causing problems and that LCC, as the highway authority, would be undertaking remedial work on them. Whilst it was envisaged that the gullied would be replaced by shallower ones, to match those in Aughton Street, it was now understood that the depth of the existing gullies in Moor Street would be reduced with a resin bonded aggregate filler. It was stated that aggregate, whilst initially looking smart, was prone to displacement and breakage, particularly from the weight of goods traffic. It was understood that this may be a temporary fix.

Members expressed concern about the use of the resin bonded aggregate as a permanent solution and advised Mr Brady to seek clarification from LCC on the decision to fill the gullies with bonded resin aggregate.

- RESOLVED:
- A. That the presentation be noted and a further update on the Moor Street Improvements be provided to the next meeting.
  - B. That the Technical Services Manager seek clarification from the County Council to establish if the use of bonded resin aggregate in the gullies on Moor Street is intended to be a temporary or permanent solution.

### **33. NEXT STEPS**

Consideration was given to the timetable, as set down in the Project Plan for the review.

In relation to the proposed Workshop in January 2016, it was agreed that a date for this be sought and confirmed at the next meeting.

- RESOLVED:
- A That in relation to the next steps of the review the proposals for the next meeting (December 2015) be noted.
  - B That arrangements be put in place for a workshop to be held in January 2016.

**34. ITEMS FROM THE MEMBERS' UPDATE**

There were no items under this heading.

.....  
Chairman



**CORPORATE AND ENVIRONMENTAL OVERVIEW & SCRUTINY COMMITTEE – PROJECT PLAN**

Title: **A MARKET TOWN STRATEGY FOR ORMSKIRK**

**MEMBERSHIP:**

2015/16

Chairman: Councillor Dowling      Vice-Chairman: Councillor West  
: Councillors Mrs Atherley, S Bailey, Barron, Mrs Blake, Blane, Delaney,  
Devine, Greenall, G Hodson, L Hodson, Hudson, McKay, Mrs Marshall,  
Oliver, O'Toole, Savage

2014/15

Chairman: Councillor Bailey      Vice-Chairman: Councillor Mrs Blake  
Councillors Ashcroft, Mrs Baybutt, Delaney, Dereli, Devine, Mrs C Evans,  
Mrs R Evans, Fillis, G Hodson, J Hodson, L Hodson, McKay, Mrs Marshall,  
Ms Melling, Wright

**TERMS OF REFERENCE**

1. To undertake a review entitled 'A Market Town Strategy for Ormskirk', comprising the themed topics: 'The Market'; 'Car Parking'; The Environment and Special Features'; Leisure and the Night-time Economy; Technology and Marketing (including Tourism) and the contribution of Edge Hill University, as part of the work being undertaken in relation to the Ormskirk Town Strategy.
2. To make interim reports to Cabinet, if applicable, in relation to the themed topics.
3. To present a final report of the Committee's findings and recommendations to Cabinet and Council.

**OBJECTIVES**

**The present –**

**1. 'The Market'**

- To understand the current arrangements of the market, including the existing layout of the market stalls, mix of traders and the aesthetics in relation to the style and look of the stalls.
- To understand the impact of the Moor Street improvement works on the current market layout.
- To explore the opportunities open to market traders, including those available to permanent traders / casual traders / start-up traders.
- To understand best practice from other thriving markets.

**2. 'Car Parking'**

- To understand the current arrangements of the car parks serving the town centre, including location; number of spaces; access/proximity.

### **3. 'The Environment and Special Features'**

- To understand the composition and special character of Ormskirk and contribution/expectation of people who live, work and visit it.

### **4. 'Leisure and Night-Time Economy'**

- To understand Ormskirk's leisure, visitor economy and contributing factors.

### **5. 'Technology and Marketing' (including Tourism)**

- To understand Ormskirk's heritage and contemporary setting, tourism (brand and visitor economy) and how marketed in the wider community.

### **6. 'Edge Hill University'**

- To understand the impact of the University on the town centre and its contribution to the economy of the town.

#### **The future –**

To ensure that future approaches and facilities are developed to meet local needs and preserve the special character of a market town.

#### **1. 'The Market'**

- To ensure that the new Ormskirk market layout fits in with the proposed Moor Street improvements.
- To ensure the direction and priorities for the market will enable it to be both sustainable / competitive and also ensure that its development is in keeping with the aspirations of the Ormskirk Town Centre Strategy.
- To explore further opportunities to diversify, for example more specialist markets (crafts, foods etc.).

#### **2. 'Car Parking'**

- To ensure that car parks are fit for purpose to meet future needs.

#### **3. 'The Environment and Special Features'**

- To explore further opportunities to preserve the special character of Ormskirk as a market town and its impact on those who work, live and visit it.

#### **4. 'Leisure and Night-Time Economy'**

- To continue the work being undertaken to promote West Lancashire as a Visitor destination and the work undertaken through our partners.

#### **5. 'Technology and Marketing'**

- To continue to promote Ormskirk as a visitor destination and contribution to the work undertaken through various partners, including Marketing Lancashire and Love Ormskirk.

#### **7. 'Edge Hill University'**

- To continue the close association with Edge Hill University through established forums and other initiatives.

## Comparison

Understanding the position of market towns in other areas and how their economies are being revitalised through the development of distinctive retail, cultural and heritage offers.

### Resources -

- The Council's Assistant Director Community Services will provide technical support and guidance, together with Officers from Regeneration. Officers from across the Authority, including Planning and Street Scene, to be consulted as appropriate.
- External contribution, as appropriate.
- Any funding requirements will be included in the final recommendations of the Committee.

## INFORMATION

<http://skiptonmarket.net/>

<http://www.stockport.gov.uk/services/leisureculture/visitstockport/stockportmarket/>

<http://markets.sthelens.gov.uk/markets/earlestown-market/>

<http://www.burymarket.com/>

<http://www.westlancs.gov.uk/news/january-news-2015/time-to-give-your-views-on-an-important-strategy-for-the-future-of-ormskirk-town-centre.aspx>

<http://genecon.co.uk/news-comments/genecon-high-streets-review.aspx>

## Witnesses

| Who?  | Why?  | How?                                |
|---|---|-------------------------------------|
| Others within the community that may be identified during the course of the review. | To provide feedback on opportunities/developments considered.                 | To be identified during the review  |
| The Committee may wish to hear from:  |   |                                     |
| Relevant Portfolio Holders  | Portfolio Holders whose remit includes the themes contributing to the Review. | Attendance at meetings as required. |
| <b>Site Visits</b>  |   |                                     |

| Where?                              | Why?                                |
|-------------------------------------|-------------------------------------|
| To be identified during the Review. | To be identified during the Review. |

## **ESTABLISH WAYS OF WORKING**

### **Officer Support**

#### **Lead Officer (Corporate and Environmental Overview & Scrutiny Committee) –**

Dave Tilleray, Assistant Director Community Services

**Scrutiny Support Officer (SSO) –** Cathryn Jackson, Principal Overview and Scrutiny Officer

**Legal Officer (LO) –** Tina Sparrow, Assistant Solicitor

#### **Officers reporting as and when required –**

Colin Brady, Technical Services Manager, Community Services.

Dave Tilleray, Assistant Director, Community Services, or Officers on his behalf.

Bob Livermore, Assistant Director Housing and Regeneration, or Officers on his behalf.

Ian Gill, Deputy Assistant Director Housing and Regeneration, or Officers on his behalf.

John Harrison, Assistant Director, Planning, or Officers on his behalf.

Graham Concannon, Assistant Director Street Scene, or Officers on his behalf.

Shaun Walsh, Transformation Manager, or Officers on his behalf.

### **Reporting Arrangements**

- The Assistant Director Community Services, or Officers on his behalf, will contribute, as appropriate, to aspects of the review relating to Ormskirk Town Centre Management, Market Strategy.
- The Assistant Director Planning, will contribute, as appropriate, to aspects of the review relating to the planning and development .
- The Assistant Director /Deputy Assistant Director - Housing and Regeneration will contribute, as appropriate, to aspects of the review relating to the Ormskirk Market Strategy.
- The Assistant Director Street Scene will contribute, as appropriate, to aspects of the review relating to maintenance of the environment (street scene, grounds maintenance)
- The Transformation Manager will contribute, as appropriate, to aspects of the review relating to consultation and community engagement.
- The Lead Officer (Assistant Director Community Services)/Principal Overview and Scrutiny will co-ordinate the generic elements of the review and submit progress reports as required.
- The Corporate and Environmental Overview and Scrutiny Committee to submit its final report and recommendations to Cabinet and Council November/December 2016.



## TIME SCALES

### Meeting 1 – 16 July 2014

- Introduction on the theme of the topic from the Technical Services Manager, Community Services.
- Review confirmed to commence 2014/15.

### Meeting 2 - 23 October 2014

- To consider the role of Ormskirk Town Centre Market, the co-ordinated approach of local partnerships in relation to the topic area and to debate strengths and weaknesses of current approaches.
- To agree the Project Plan.
- To identify the next steps in the project.

### Meeting 3 - 4 December 2014

- To consider an update from the Technical Services Manager.
- To agree and review the Project Plan.
- To identify the next steps.

### Workshop Session – 20 January 2015. “The Market”

### Meeting 4 – 19 February 2015

- To receive feedback from the Workshop Session.
- To receive a presentation by, or on behalf of, the Deputy Assistant Director Housing and Regeneration on the consultation currently being undertaken in relation to Ormskirk Town Centre Strategy.
- To identify the next steps.
- To review the Project Plan.

### Meeting 5 - 9 July 2015

- To consider the updated the Project Plan
- To consider an interim report of the work undertaken in 2014/15.
- To receive a presentation from the Technical Services Manager and consider the theme ‘Car Parking’.
- To identify/confirm the next steps in the review.

### Meeting 6 – 15 October 2015

- To consider reports/presentations, as applicable, on the theme ‘Technology and Marketing (including Tourism) on behalf of the Assistant Director Housing and Regeneration and Transformation Manager with consideration also of the theme ‘Edge Hill University’
- To consider an update on the Market and Moor Street improvements from the Technical Services Manager.
- To identify/confirm the next steps in the review.
- To review the Project Plan

### Meeting 7 – 3 December 2015

- To consider reports/presentations, as applicable, on the theme ‘Regeneration, Leisure and the Night-time Economy’ on behalf of the Assistant Directors Community Service and Housing & Regeneration.
- To consider an update on the Market and Moor Street improvements from the Technical Services Manager.
- To identify/confirm the next steps in the review.
- To review the Project Plan

**Workshop Session – 19 January 2016****Meeting 8 – 15 February 2016**

- To receive feedback from the Workshop Session, if required.
- To consider an interim report of the work undertaken in 2015/16.
- To identify/confirm the next steps of the review.
- To review the Project Plan

**Meeting 9 - ??July 2016**

- To consider any identified outstanding final aspects of the review.
- To review the Project Plan.

**Meeting 10 - ?? October 2016**

- To agree draft final report and final recommendations for submission to Cabinet and Council, if applicable, in November/December 2016

**Cabinet – ?? November 2016**

- Submission of the final report.

**Council – ?? December 2016**

- To receive the final report, if applicable.

**INFORMATION GATHERED**

|                  |   |
|------------------|---|
| 16 July 2014     | The Environmental Improvement of Moor Street, Ormskirk – The proposals (site diagram)   |
| 23 October 2014  | Ormskirk Town Centre Market – Statistical data (no. of stalls layout; licensed and casual traders.  |
| 23 October 2014  | Ormskirk Town Centre Market – Commodity data  |
| 23 October 2014  | National picture (all markets) – Statistical data (nabma)   |
| 20 January 2015  | Ormskirk Town Centre – Current and proposed layout (Market Day)   |
| 20 January 2015  | Pictorial views of Ormskirk Market and other markets (Lichfield; Wakefield; Skipton; Wokingham;   |
| 19 February 2015 | Draft Ormskirk Town Centre Strategy 2015-2025 – Consultation Questionnaire  |
| 9 July 2015      | Ormskirk Town Centre – Map of council car parks   |
| 9 July 2015      | Parking Charges – Current charges for council car parks in Ormskirk town centre (short & long stay pay & display)   |
| 9 July 2015      | Car Park Income (1 April 2014 to 31 March 2015) – Wheatsheaf and Stiles   |
| 9 July 2015      | Access and the Car Parking Experience - Association of Town Centre Management (ATCM)  |
| 9 July 2015      | Alliance Boots, Car Parking – A Retailer’s View <i>sic</i> Federation of Small Businesses (FSB) (page 43 ‘Understanding High Street Performance’)           |
| 9 July 2015      | Understanding High Street Performance - Department for Business Innovation & Skills (BIS) – A report prepared by Gencon LLP and Partners (December 2011)    |
| 15 October 2015  | Ormskirk Town Centre – Current Situation ( <i>Town Centre Management; Branding &amp; Marketing; Technology &amp; Contribution of Edge Hill University</i> ) |
|                  |   |
|                  |   |

**CONCLUSION**

**RECOMMENDATIONS**

**REVIEW DATE –** Usually 6 months after final review report submission. ?? July 2017