

MARKET WALK STEERING GROUP: TERMS OF REFERENCE

Preamble

On 28 November 2013 Chorley Council completed the purchase of the Market Walk Shopping Centre from Orchard Investments. Prior to the purchase, the Market Walk Steering Committee was established to receive reports on the progress of the due diligence process, to test the information and to make a recommendation to Full Council.

At the final meeting of the MWSC, in order to ensure proper member oversight of the asset, it was decided to recommend to Full Council that the Committee continue in the form of a working group with new terms of reference.

Membership

The Market Walk Steering Group (MWSG) will be made up of 5 Councillors. Appointment to MWSG will be done by Full Council.

The party in administration may recommend the appointment of 3 members to sit on the MWSG; and

The party in opposition may recommend the appointment of 2 members to sit on the MWSG.

The MWSG will, at its first meeting each year, appoint a Chair who will serve in that capacity for that municipal year.

In addition, the following Council Officers will attend

Gary Hall (Chief Financial Officer)

Chris Moister (Monitoring Officer and contract lead)

Carol Russell (Clerk)

Observer Councillors will be permitted to attend the MWSG. This will be at the discretion of the Chair and will be limited to 2 from each group. Observers should be appointed to this role by Council on the nomination of the groups.

Business of the Committee

The MWSG will:-

- Receive reports concerning the performance management of Market Walk.
- Receive updates concerning the financial performance of Market Walk.
- Receive proposals for the improvement and / or future development of Market Walk.
- Undertake analysis of any proposals brought before them.
- Make recommendations to Full Council as to the improvement and / or development of Market Walk.

For clarity, the MWSG will have no decision making functions and may only make recommendations to Full Council or the Executive Cabinet as appropriate.

Voting

Voting will be done on a simple majority with each Councillor Member having a single vote.

Observer Councillors do not have any voting rights.

Officers do not have any voting rights.

In the event of a tie the Chair of the meeting will have a casting vote.

Calendar of Meetings

The MWSG will be called for business as required and its members will be responsible for agreeing the meeting timetable.