**BTC WORKING GROUP – Market Hill**

**Purpose:**

To develop an improvement scheme for the town centre, seek a resolution to the Market Hill footpath situation, and investigate the potential of operating a regular market on Market Hill.

**Chair:**TBA

**Group Members:** TBA – suggestions:BTC Chair (David Kirkham), John Linsley, Andy West, Steve Womack & Sandy Young.

**Budget :**£5,000

Any proposed expenditure must be approved by BTC in advance.

**Terms of Reference**

1. To develop design options, and estimates, for a Market Hill Improvement Scheme.
2. To seek to resolve the Market Hill footpath situation.
3. To consider the feasibility of holding a regular market on Market Hill.
4. To investigate potential funding sources.
5. To produce an options paper for BTC to consider.
6. To commission a design for the preferred improvement scheme, obtain a detailed estimate, and make recommendations on the way forward.

**Timescale**

To aim to produce the options paper (Item 5) within 3 months of the Parking Working Group recommendations being approved (i.e. by the end of the 2017/18 financial year) – but to seek approval of specific issues, and required actions, as the work progresses.

The aim being for the final recommendations paper (Item 6) to be presented by mid 2018.

**Process detail**

1. To liaise with the Neighbourhood Plan Steering Group on the desired improvement options for the town centre, and to develop a design brief for Market Hill bearing in mind its conservation area status, but to be mindful of ‘cost realism’.
2. To liaise with the Parking Strategy Working Group regarding any potential loss of parking provision on Market Hill as a result of future improvements.
3. To liaise with the Heritage Project Steering Group in terms of design considerations and improvement brief.
4. To discuss the design brief with Doncaster MBC, the Architect and all relevant stakeholders.
5. To discuss with Doncaster MBC, the potential of associated highway improvements within the central area of the town, with a view to enhancing the proposed improvement scheme, and creating a safer pedestrian environment.
6. To resolve the status of the Market Hill footpath, and consider it’s inclusion within the proposed scheme.
7. To explore the potential of a regular market on Market Hill (either self operated or by ‘third party’ operation), and to include any requirements in the design brief.
8. To commission preliminary designs & estimates in sufficient detail to explore appropriate grant funding opportunities.
9. To produce an options paper for BTC to consider that proposes a recommended design option, presents best value for BTC, identifies any financial risks and liabilities associated with the proposed option as well as any associated mitigations that need to be considered.
10. Commission a detailed design and estimate for the approved option (potentially including provision for a market), obtain quotes for the work, identify the potential sources of funding, and produce a final report to BTC regarding the way forward with the project.
11. Demonstrate that BTC is fulfilling its fiduciary responsibilities as required by all public bodies and that any proposal is ‘neither an advantage nor disadvantage to any one person or party’.