



Jacqui Sinnott-Lacey
Chief Operating Officer

52 Derby Street
Ormskirk
West Lancashire
L39 2DF

Monday, 8 June 2020

**TO: COUNCILLORS I MORAN, Y GAGEN, D EVANS, J WILKIE, K WILKIE,
K WRIGHT AND A YATES**

Dear Councillor,

Please find attached the following urgent item to be considered by **CABINET** on **TUESDAY, 9 JUNE 2020**.

Yours faithfully

A handwritten signature in black ink, appearing to be 'JS', enclosed in a rectangular box.

Jacqui Sinnott-Lacey
Chief Operating Officer

**AGENDA
(Open to the Public)**

- 2. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION
PROCEDURE RULES)/URGENT BUSINESS**
- 2a USE OF CAPITAL FUNDING FOR PUBLIC REALM IMPROVEMENTS AT WHEATSHEAF WALK** 1477 - 1496
(Relevant Portfolio Holder: Councillor D Evans)

We can provide this document, upon request, on audiotape, in large print, in Braille and in other languages.

For further information, please contact:
Jacky Denning on 01695 585384
Or email jacky.denning@westlancs.gov.uk

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

WEST LANCASHIRE BOROUGH COUNCIL

KEY DECISION FORWARD PLAN CONSTITUTION 6, RULE 16 (SPECIAL URGENCY)

I hereby give notice that, in accordance with the above Regulations and Constitutional Rules the following matter is to be considered at the meeting of Cabinet scheduled to take place as a Skype Meeting on 9 June 2020.

“USE OF CAPITAL FUNDING FOR PUBLIC REALM IMPROVEMENTS AT WHEATSHEAF WALK”

The matter is likely to be the subject of a key decision, which has not been included on the Forward Plan and the general exception procedure set out at rule 15 of the Constitution cannot be followed. In accordance with rule 16 of the Constitution the Leader has obtained the agreement of the Chairman of the Executive Overview and Scrutiny Committee and this notice setting out the reasons that the decision cannot reasonably be deferred is being made available on the Council’s website and at the offices of the Council.

The reason that the decision is urgent and cannot reasonably be deferred is to enable works to be carried out quickly and with minimal disruption so that appropriate social distancing measures can be supported in Wheatsheaf Walk and Burscough Street and businesses can be supported as they seek to re-open as lockdown restrictions are eased.

Dated: 8 June 2020

Jacqui Sinnott-Lacey
Chief Operating Officer



CABINET: 9 JUNE 2020

Report of: Corporate Director of Place & Community

Relevant Portfolio Holder: Councillor David Evans

Contact for further information: Peter Richards (Extn. 5046)
(E-mail: peter.richards@westlancs.gov.uk)

**SUBJECT: USE OF CAPITAL FUNDING FOR PUBLIC REALM IMPROVEMENTS AT
WHEATSHEAF WALK**

Wards affected: Scott Ward

1.0 PURPOSE OF THE REPORT

1.1 To seek confirmation of the use of capital funding for urgent public realm improvements at Wheatsheaf Walk, to include the removal of the pagoda and planters to create a more open and functional space to aid social distancing and the re-opening of businesses during the current COVID-19 outbreak.

2.0 RECOMMENDATIONS TO CABINET

2.1 That Members note the consultation feedback on the Wheatsheaf Walk public realm improvement proposals provided at Appendix 2 to this report.

2.2 That part of the works to improve the public realm at Wheatsheaf Walk in Ormskirk, namely the removal of the pagoda and planters, is brought forward to aid business recovery and social distancing following the COVID-19 lockdown.

2.3 That Call In is not appropriate for this item as this matter is one where urgent action is required because of the need to create safer and more open spaces as businesses in Wheatsheaf Walk and Burscough Street re-open following the COVID-19 lockdown.

3.0 BACKGROUND & CURRENT POSITION

- 3.1 Council agreed £30,000 of capital funding for the improvement of the public realm at Wheatsheaf Walk in July 2019. The Council consulted with the public and local businesses on what that public realm improvement project should include in August 2019. The feedback from that consultation in relation to Wheatsheaf Walk is provided at Appendix 2.
- 3.2 Officers were in the process of refining proposals for the project in light of the public consultation feedback, and aligning them with the aims of the Ormskirk High Street Heritage Action Zone programme, which will enable a wider improvement of the Town Centre environment in keeping with the heritage of the town centre, when the COVID-19 pandemic and subsequent lockdown disrupted work. However, as the Town Centre and wider economy emerge from the lockdown, ensuring this project is done in an appropriate way and at the right time will be important in assisting the recovery of the town centre and businesses within it.

4.0 ISSUES AND PROPOSALS TO BE IMPLEMENTED

- 4.1 As the Council seeks to aid the economic recovery of Ormskirk Town Centre and the businesses within, the timing of projects for new or improved physical improvements to the public realm environment will be important, as the Council do not want to be undertaking major works which will cause further disruption to the Town Centre at a time when businesses are starting to re-open and recover or take-up space within the town centre with works when social distancing will be a challenge to maintain in the town centre as it is. As such, the overall public realm improvements at Wheatsheaf Walk, agreed as part of the capital funding programme in July 2019, will be delayed until such a time as the disruption they cause will have less of an impact.
- 4.2 However, one aspect of the Wheatsheaf Walk improvements is considered beneficial at this time with the need to support businesses and social distancing in the town centre, and it should be brought forward as soon as possible. The pagoda and planters at Wheatsheaf Walk dominate the small space off Burscough Street that leads to the businesses within Wheatsheaf Walk, and it is considered that removing them will create a much more useful, opened-up space that will help businesses and social distancing on Burscough Street and Wheatsheaf Walk.
- 4.3 Such works can also be carried out quickly and with minimal disruption, and will not involve any changes to the paving surface of Wheatsheaf Walk at this time (the works for which can be more disruptive and take longer) other than the installation of new surfacing where the pillars of the pagoda and the planters currently stand. These improvements would fall within the remit set out within the original capital funding submission that was agreed by Council in July 2019.
- 4.4 In particular, one use of part of the space that would be created by removing the pagoda and planters could be to enable The Barnyard and the Wetherspoons to have outdoor seating and tables to compensate for the fact they will not be able

to accommodate as many customers inside their premises due to social distancing. This would have the effect of creating a small and pleasant pavement café-style environment within the square, just off the main shopping frontage, without creating any impediment to movement on the main thoroughfare of Burscough Street or within Wheatsheaf Walk to the Wheatsheaf car park. It will also improve the visibility of the businesses on Wheatsheaf Walk from Burscough Street.

- 4.5 Given Wheatsheaf Walk is located within a Conservation Area, removal of the pagoda, as a substantial built structure, will require Prior Notification with the Council's Planning service, and this Prior Notification may take up to 28 days to be confirmed. However, this will allow time for contractors to be procured and appointed ready to go on-site as soon as Prior Notification is confirmed. The Prior Notification will be submitted by the Council's Estates Service, as landowner. Subject to that confirmation of Prior Notification, and the appointment of contractors, it is anticipated that the works will be able to take in early/mid July 2020.
- 4.6 A further consideration of the removal of the pagoda is that it could encourage delivery vehicles to park or turn around within the small square within the hours that the Traffic Regulation Order for the town centre allows. This could potentially damage the Wheatsheaf motif on the paving within the square. To prevent this, it is proposed that temporary bollards will be installed where the front two pillars of the pagoda currently stand. This would also provide added protection for the pavement café seating should The Barnyard or Wetherspoons have the tables and chairs out of an evening.
- 4.7 Finally, it is acknowledged that removal of the pagoda will not be without controversy as the public consultation in August 2019 showed that some local residents would like to see it retained. However, the same consultation also shows that the majority of respondents and local businesses (including Council tenants at Wheatsheaf Walk) support its removal as it is seen as an impediment to business and the use of the space for activities which would encourage visitors to the town centre.
- 4.8 The only alternative to that which is proposed is to retain the pagoda and planters and consider their removal or long-term retention at a later date with the wider public realm improvements at Wheatsheaf Walk. Given the consultation feedback showed that the majority of respondents would agree with the proposal to remove the pagoda and the fact that retaining the pagoda would not help businesses (tenants) at this time in the face of business recovery and social distancing measures, it is not considered necessary to delay these works for consideration within the wider public realm improvements.

5.0 SUSTAINABILITY IMPLICATIONS

- 5.1 The improvement of the public realm generally in Wheatsheaf Walk will have positive implications for sustainability, and this would have been considered as part of the decision process in agreeing capital funding for the schemes, as well as being reflected in the Heritage Action Zone bid to Historic England, which was

successful and secured additional funding to improve the heritage character and environment of Ormskirk Town Centre.

- 5.2 Specifically in relation to the removal of the pagoda and planters, while the matter of whether their removal has a positive or negative impact on the character and environment of Burscough Street is subjective (being a matter of perception and opinion on whether an individual considers that the pagoda adds to the environment from an aesthetic or heritage perspective), ultimately the fact that the majority of those responding to the consultation considered it a positive thing to remove the pagoda would suggest, for most, that this will have positive sustainability implications.
- 5.3 Certainly from the economic aspects of sustainability, it would be considered to be beneficial to remove the pagoda and planters, as it will benefit local businesses during this difficult time and create a new space that can be used in ways which will attract more visitors (and encourage more re-visits through the creation of a positive visitor experience) as restrictions ease.

6.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 6.1 The costs for the proposed works will be wholly covered by capital funding agreed by Council in July 2019. The removal of the pagoda will help support the businesses in Wheatsheaf Walk, which is a Council owned asset. This will help to secure future income streams to this Council.

7.0 RISK ASSESSMENT

- 7.1 The actions referred to in this report are covered by the scheme of delegation to officers in relation to successful capital funding submissions and any necessary changes have been made in the relevant risk registers. Aside from that, the primary risk associated with this proposal is risk to the perception or image of the Council due to the action being taken, or conversely of no action being taken.
- 7.2 The risk to health (see section 8 below) if social distancing cannot be maintained either within the public realm of Ormskirk Town Centre or within business premises as they re-open is a concern, and it is considered that the proposals outlined in this report will aid social distancing. Should the Council not do all it can to aid social distancing and to support businesses as they re-open, there is therefore a risk of a negative impact on the image of the Council. However, given that some in the Ormskirk community would like to see the pagoda retained due to their view that it adds to the character of the Town Centre, there will also be a risk of a negative impact on the image of the Council for this reason as well.

8.0 HEALTH AND WELLBEING IMPLICATIONS

- 8.1 The health and wellbeing implications of this report focus on the COVID-19 related implications should social distancing not be enabled in the town centre generally and as businesses re-open. It is crucial (from a health perspective) that the Council does all it can to enable social distancing, and the proposals in

this report will aid that, creating a pleasant area in the open-air for outdoor pavement café-style seating and movement through Wheatsheaf Walk. Also, subject to one's perception of the pagoda, removing it will improve the environment of Burscough Street and so users' feelings of well-being as they enjoy the Town Centre.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

There is a direct impact on members of the public, employees, elected members and / or stakeholders, therefore an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix to this report, the results of which have been taken into account in the Recommendations contained within this report

Appendices

Appendix 1 – Equality Impact Assessment

Appendix 2 – Consultation Feedback on proposals for Wheatsheaf Walk public realm improvements (undertaken August 2019)

<h2>Equality Impact Assessment Form</h2>	
	
Directorate: Place and Community	Service: Growth and Development
Completed by: Peter Richards	Date: 04/06/20
Subject Title: Use of Capital Funding to demolish Pagoda and Planters at Wheatsheaf Walk	
1. DESCRIPTION	
Is a policy or strategy being produced or revised:	No
Is a service being designed, redesigned or cutback:	No
Is a commissioning plan or contract specification being developed:	Yes
Is a budget being set or funding allocated:	No
Is a programme or project being planned:	Yes
Are recommendations being presented to senior managers and/or Councillors:	Yes
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty (Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations):	No
Details of the matter under consideration:	Use of agreed capital funds to bring forward the removal of the pagoda and planters at Wheatsheaf Walk to aid social distancing and business recovery in the town centre.
<i>If you answered Yes to any of the above go straight to Section 3</i> <i>If you answered No to all the above please complete Section 2</i>	
2. RELEVANCE	
Does the work being carried out impact on service users, staff or Councillors (stakeholders):	Yes/No* <i>*delete as appropriate</i>
If Yes , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered Yes go to Section 3</i>	
If you answered No to both Sections 1 and 2 provide details of why there is no impact on these three groups: <i>You do not need to complete the rest of this</i>	

<i>form.</i>	
3. EVIDENCE COLLECTION	
Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?	Businesses, members of the public
If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?	N/A – work relates to a physical structure, not a service
Which of the protected characteristics are most relevant to the work being carried out?	<i>*delete as appropriate</i>
Age	Yes
Gender	No
Disability	Yes
Race and Culture	No
Sexual Orientation	No
Religion or Belief	No
Gender Reassignment	No
Marriage and Civil Partnership	No
Pregnancy and Maternity	No
4. DATA ANALYSIS	
In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?	The pagoda and planters are part of the public realm at Wheatsheaf Walk and this public realm is used by any members of the public visiting that part of Ormskirk town centre.
What will the impact of the work being carried out be on usage/the stakeholders?	The removal of the pagoda and planters will create an open area that can be utilised in a variety of ways going forward and that will make traversing the space more easy for all, particularly those with mobility issues and those whose sight is impaired. Businesses will also benefit by opening up the space.
What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?	Public consultation in August 2019 identified a mixture of views on the proposals, but the majority saw the removal of the pagoda as a positive proposal. However, a significant number of respondents objected to the idea of removing the pagoda and so will not be satisfied should it

	now be removed.
What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?	Public and business / stakeholder consultation in August 2019. Current views of local businesses in light of COVID-19 social distancing measures.
If any further data/consultation is needed and is to be gathered, please specify:	No
5. IMPACT OF DECISIONS	
In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?	Those with mobility issues and impaired eyesight will find traversing the public realm easier with the removal of the pagoda and planters. Those more vulnerable to COVID-19 (e.g. those over 65) will benefit from improved social distancing.
6. CONSIDERING THE IMPACT	
If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).	There is no negative impact on equality.
What actions do you plan to take to address any other issues above?	No actions.
7. MONITORING AND REVIEWING	
When will this assessment be reviewed and who will review it?	No – relates to one-off action to remove a physical structure.



Wheatsheaf Walk Proposals Consultation: Summary report

This report was created on Monday 30 September 2019 at 14:21.

The consultation ran from 05/08/2019 to 27/08/2019.

Contents

Question : Wheatsheaf Walk: Preferred option	2
Question : How would you describe Wheatsheaf Walk as it is today? (Please provide your comments)	2
Please provide your comments:	2
Question : What do you mainly use Wheatsheaf Walk for?	2
Use of Wheatsheaf Walk	2
Question : How long do you usually spend in Wheatsheaf Walk?	2
How long?	2
Question : How would you like the space to be used in the future?	2
Please provide your comments:	2
Question : Are you supportive of a scheme to enhance the space and create a new public square for Ormskirk?	2
Are you supportive?	2
Please give a reason for your answer:	3
Question : Are you likely to spend more time in Wheatsheaf Walk once the improvements have been made?	3
more time	3
Question : The preferred option for a new square would be to remove the pagoda and open up the space making the businesses and the space more visible and inviting. Are you supportive of this proposal?	3
removal of the pagoda	3
If you are supportive please specify why	3
Question : An alternative option is to retain the pagoda and enhance the space behind it. If this is your preferred option please tell us:	3
Why this is your preferred option:	3
What do you believe the pagoda could be used for?	3
What benefits you feel there are to keeping the pagoda:	3
Question : Are there elements of the scheme that you particularly like or dislike?	4
Please provide your comments:	4
Question : Do you have any comments to make in relation to the design or the proposed materials?	4
Please provide your comments:	4
Question : Are there any additional improvements you would like to see included in these proposals?	4
Please provide your comments:	4
Question : Have you any mobility issues that may impact how you use the space? E.g. The need for level surfaces.	4
Please provide your comments:	4
Question : The proposals include a number of specific improvements. We would like to gain a better understanding of what you believe are the most valuable improvements. Using the rating scales below, please rank each of the following in terms of how important they are to you. (1-Low, 5-High)	4
enhancement - Creating a greater visibility of the businesses on Wheatsheaf Walk	4
enhancement - Creating an enhanced space where visitors can linger	5
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Question : What are your main reasons for visiting Ormskirk?	8
Please list reasons:	8
Question : How far do you travel to get to Ormskirk?	8
Distance	8
Question : How do you travel to Ormskirk?	8
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If Other please provide details	9
Question : What shops and services do you use in Ormskirk?	9
Please list	9
Question : How often do you visit Ormskirk town centre?	9



How often you visit	9
Question : Privacy Notice	9
What is your name?	9
What is your email address?	9
Have you read our privacy notice and do you consent to providing your details?	9

Question : Wheatsheaf Walk: Preferred option

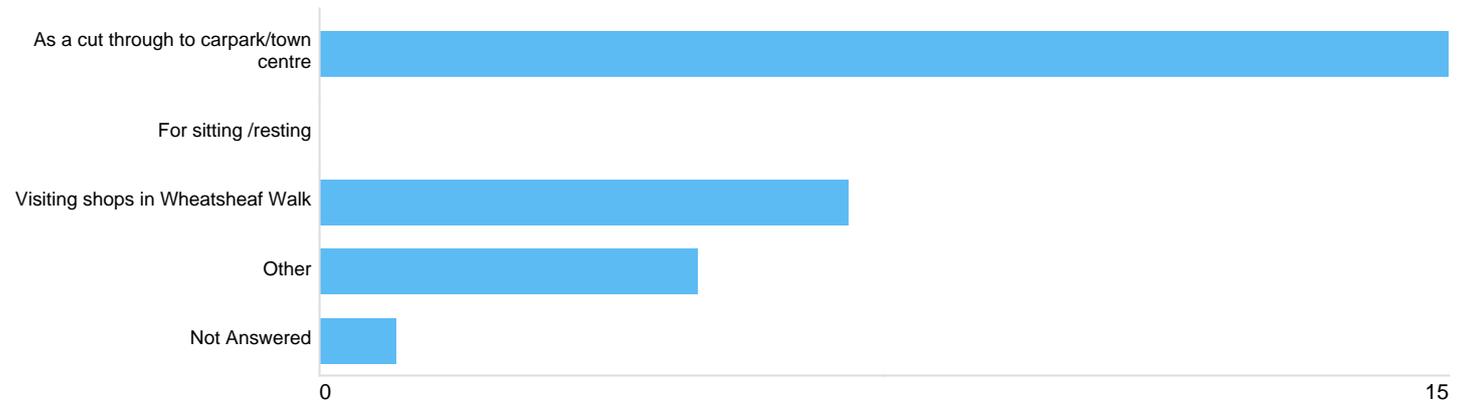
Question : How would you describe Wheatsheaf Walk as it is today? (Please provide your comments)

Please provide your comments:

There were 27 responses to this part of the question.

Question : What do you mainly use Wheatsheaf Walk for?

Use of Wheatsheaf Walk



Option	Total	Percent
As a cut through to carpark/town centre	15	53.57%
For sitting /resting	0	0%
Visiting shops in Wheatsheaf Walk	7	25.00%
Other	5	17.86%
Not Answered	1	3.57%

Question : How long do you usually spend in Wheatsheaf Walk?

How long?

There were 18 responses to this part of the question.

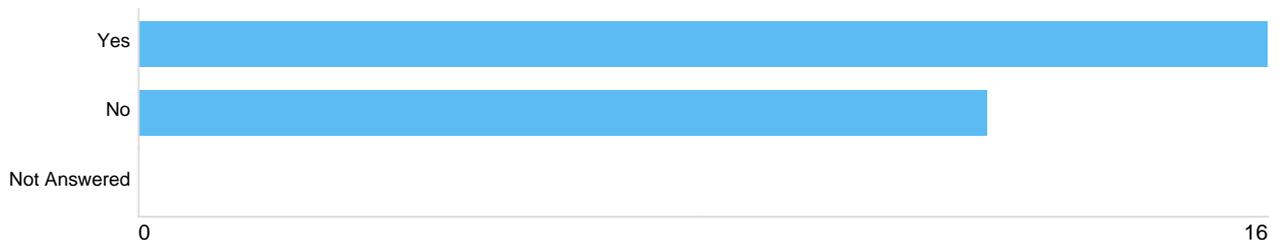
Question : How would you like the space to be used in the future?

Please provide your comments:

There were 27 responses to this part of the question.

Question : Are you supportive of a scheme to enhance the space and create a new public square for Ormskirk?

Are you supportive?



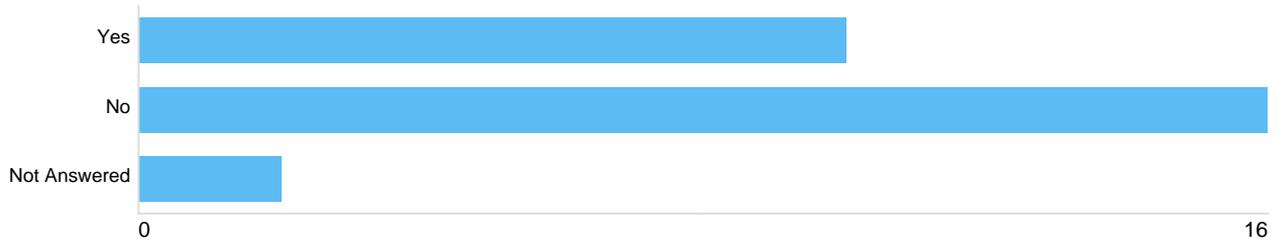


Option	Total	Percent
Yes	16	57.14%
No	12	42.86%
Not Answered	0	0%

Please give a reason for your answer:

There were **23** responses to this part of the question.

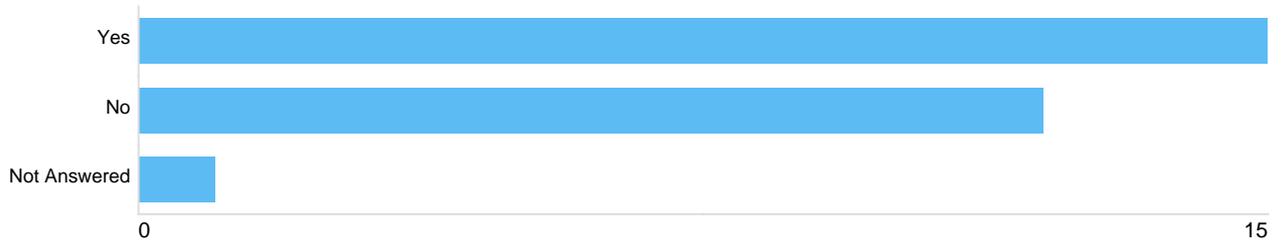
**Question : Are you likely to spend more time in Wheatsheaf Walk once the improvements have been made?
more time**



Option	Total	Percent
Yes	10	35.71%
No	16	57.14%
Not Answered	2	7.14%

Question : The preferred option for a new square would be to remove the pagoda and open up the space making the businesses and the space more visible and inviting. Are you supportive of this proposal?

removal of the pagoda



Option	Total	Percent
Yes	15	53.57%
No	12	42.86%
Not Answered	1	3.57%

If you are supportive please specify why

There were **17** responses to this part of the question.

Question : An alternative option is to retain the pagoda and enhance the space behind it. If this is your preferred option please tell us:

Why this is your preferred option:

There were **12** responses to this part of the question.

What do you believe the pagoda could be used for?

There were **11** responses to this part of the question.

What benefits you feel there are to keeping the pagoda:

There were **10** responses to this part of the question.



Question : Are there elements of the scheme that you particularly like or dislike?

Please provide your comments:

There were 12 responses to this part of the question.

Question : Do you have any comments to make in relation to the design or the proposed materials?

Please provide your comments:

There were 11 responses to this part of the question.

Question : Are there any additional improvements you would like to see included in these proposals?

Please provide your comments:

There were 20 responses to this part of the question.

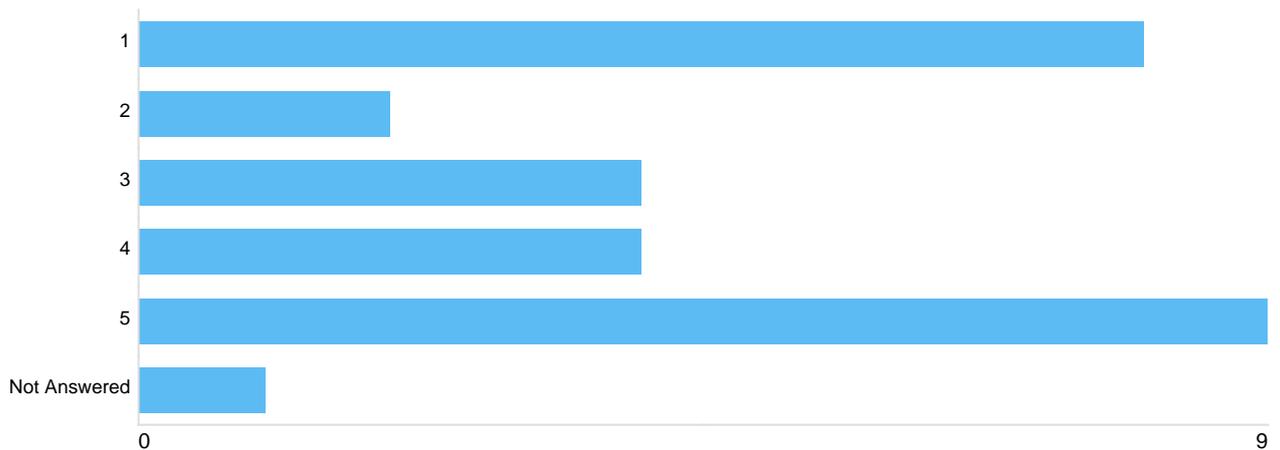
Question : Have you any mobility issues that may impact how you use the space? E.g. The need for level surfaces.

Please provide your comments:

There were 10 responses to this part of the question.

Question : The proposals include a number of specific improvements. We would like to gain a better understanding of what you believe are the most valuable improvements. Using the rating scales below, please rank each of the following in terms of how important they are to you. (1-Low, 5-High)

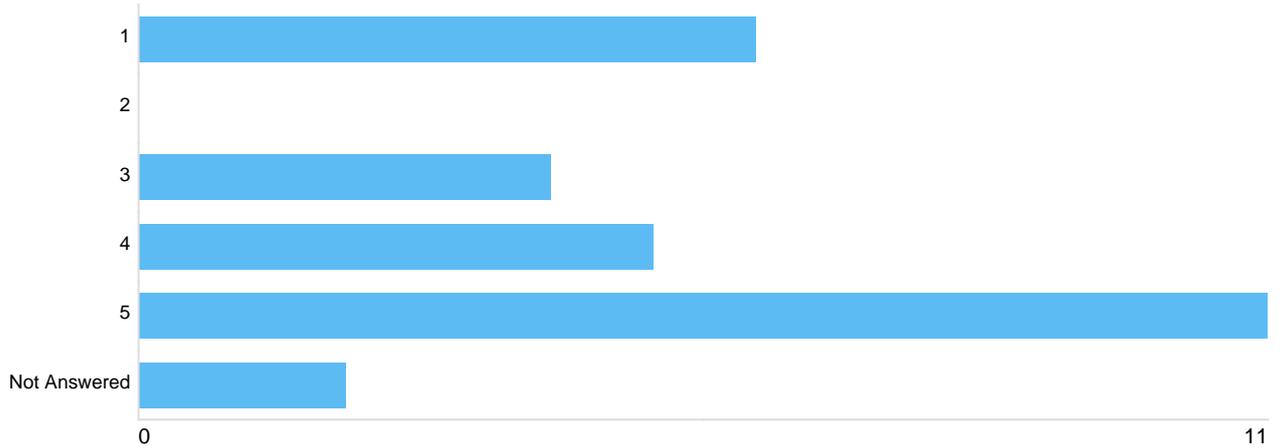
enhancement - Creating a greater visibility of the businesses on Wheatsheaf Walk





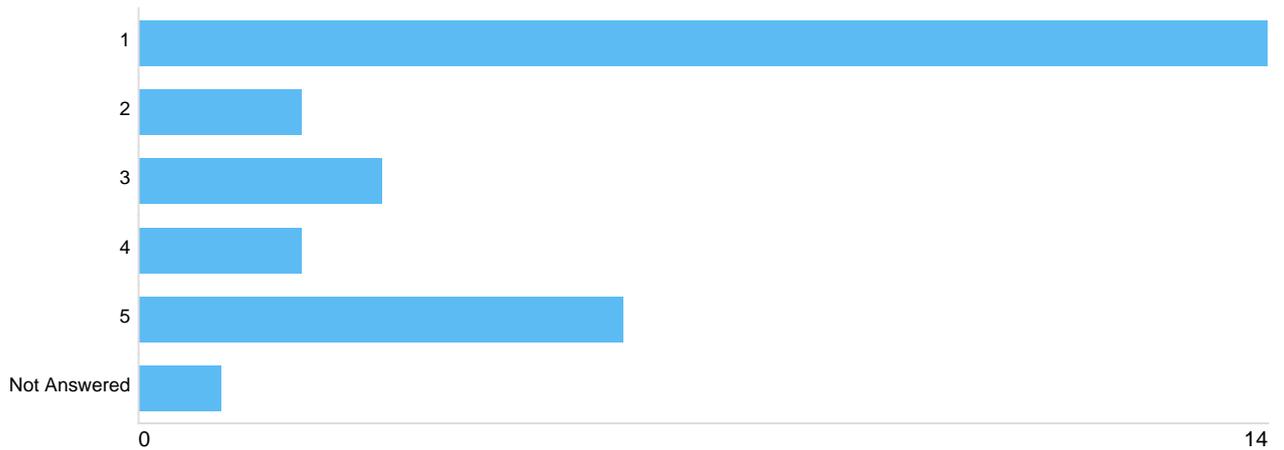
Option	Total	Percent
1	8	28.57%
2	2	7.14%
3	4	14.29%
4	4	14.29%
5	9	32.14%
Not Answered	1	3.57%

enhancement - Creating an enhanced space where visitors can linger



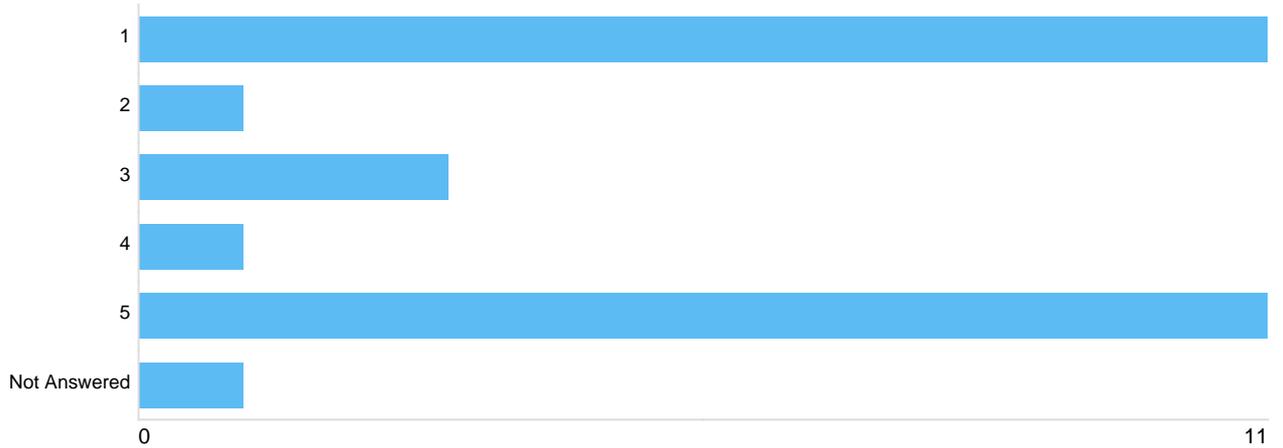
Option	Total	Percent
1	6	21.43%
2	0	0%
3	4	14.29%
4	5	17.86%
5	11	39.29%
Not Answered	2	7.14%

enhancement - Making the Wheatsheaf Walk motif embedded in the pavement easier to see



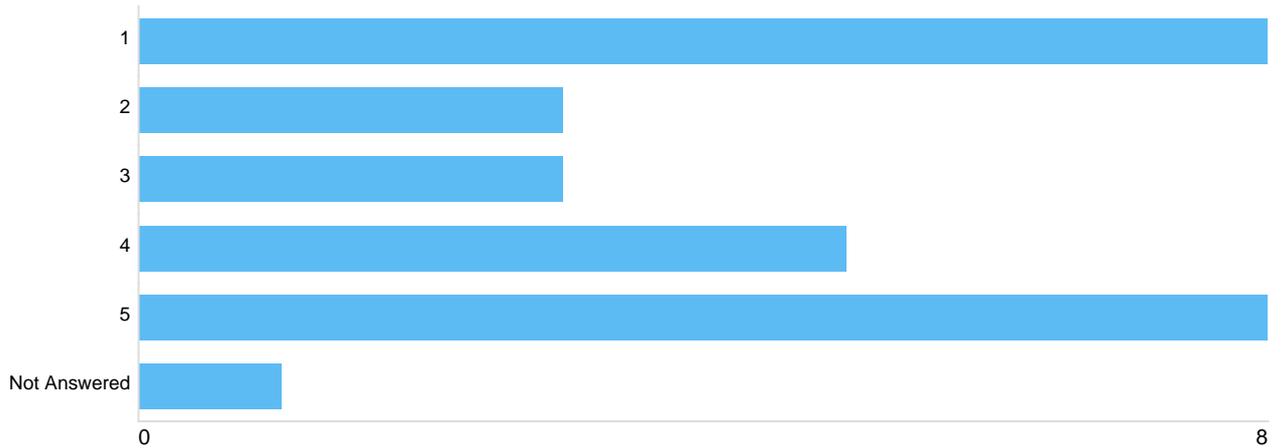
Option	Total	Percent
1	14	50.00%
2	2	7.14%
3	3	10.71%
4	2	7.14%
5	6	21.43%
Not Answered	1	3.57%

enhancement - Providing level access the width of the square



Option	Total	Percent
1	11	39.29%
2	1	3.57%
3	3	10.71%
4	1	3.57%
5	11	39.29%
Not Answered	1	3.57%

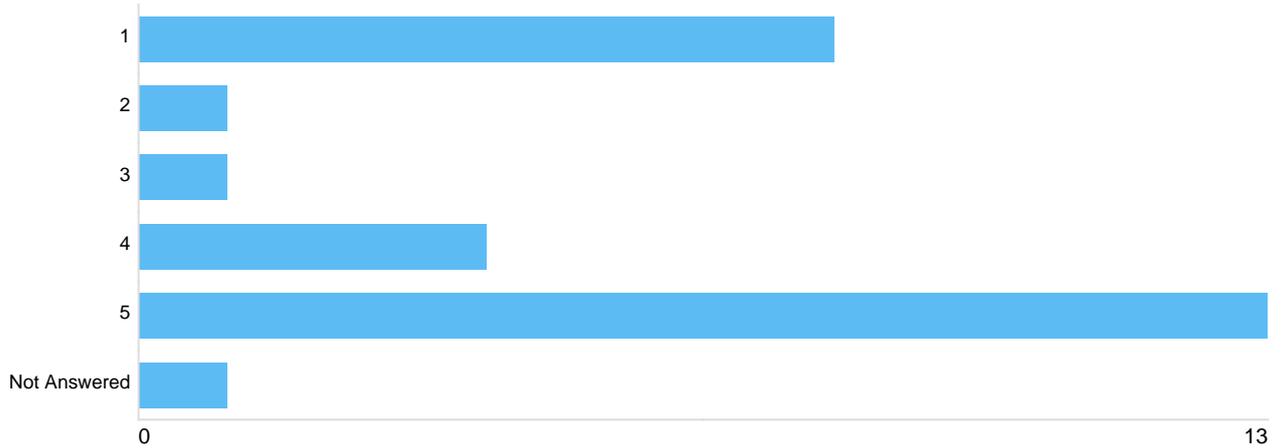
enhancement - The provision of additional seating





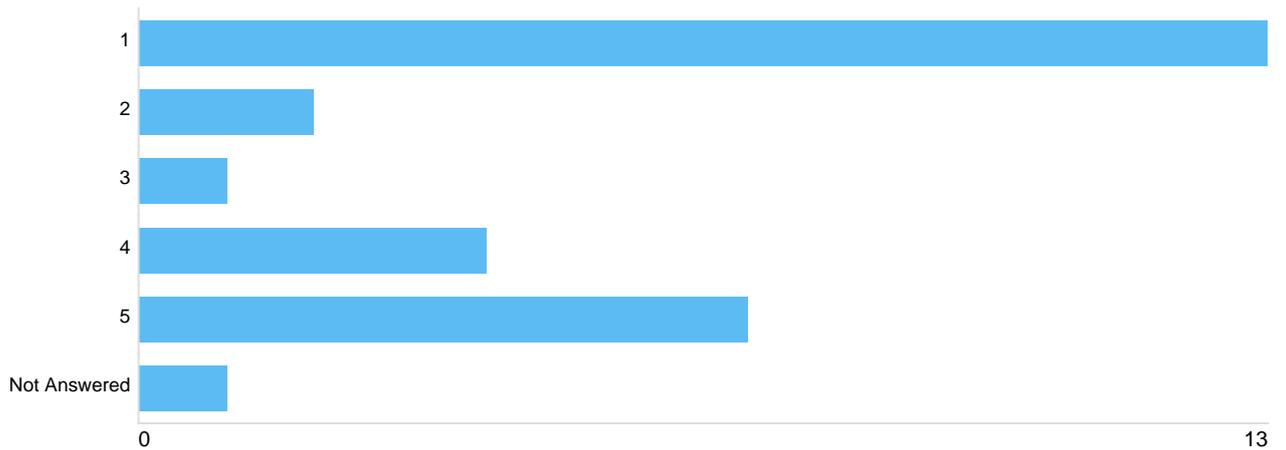
Option	Total	Percent
1	8	28.57%
2	3	10.71%
3	3	10.71%
4	5	17.86%
5	8	28.57%
Not Answered	1	3.57%

enhancement - The provision of enhanced lighting



Option	Total	Percent
1	8	28.57%
2	1	3.57%
3	1	3.57%
4	4	14.29%
5	13	46.43%
Not Answered	1	3.57%

enhancement - The introduction of a new 'feature' tree





Option	Total	Percent
1	13	46.43%
2	2	7.14%
3	1	3.57%
4	4	14.29%
5	7	25.00%
Not Answered	1	3.57%

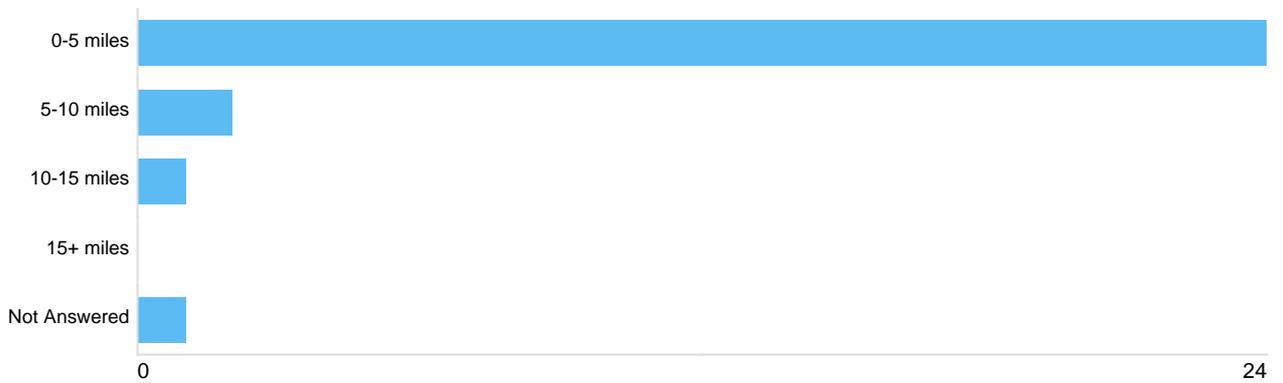
Question : What are your main reasons for visiting Ormskirk?

Please list reasons:

There were **26** responses to this part of the question.

Question : How far do you travel to get to Ormskirk?

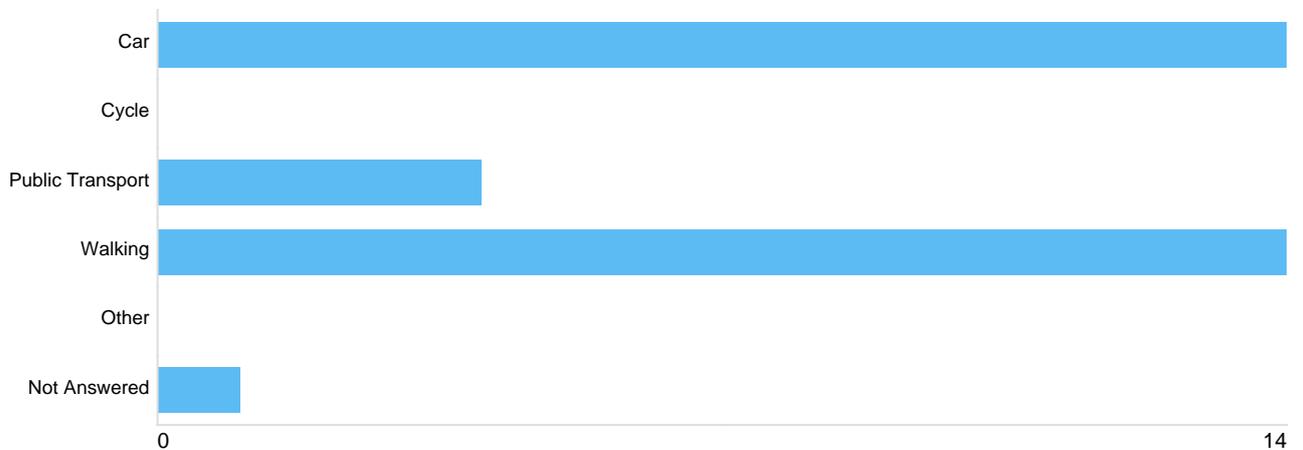
Distance



Option	Total	Percent
0-5 miles	24	85.71%
5-10 miles	2	7.14%
10-15 miles	1	3.57%
15+ miles	0	0%
Not Answered	1	3.57%

Question : How do you travel to Ormskirk?

Travel





Option	Total	Percent
Car	14	50.00%
Cycle	0	0%
Public Transport	4	14.29%
Walking	14	50.00%
Other	0	0%
Not Answered	1	3.57%

If Other please provide details

There were 0 responses to this part of the question.

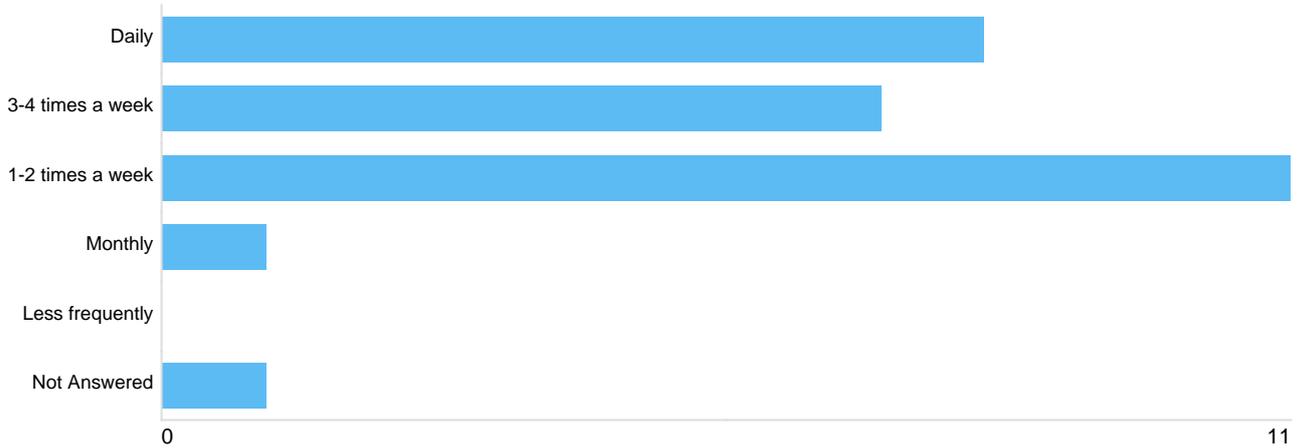
Question : What shops and services do you use in Ormskirk?

Please list

There were 24 responses to this part of the question.

Question : How often do you visit Ormskirk town centre?

How often you visit



Option	Total	Percent
Daily	8	28.57%
3-4 times a week	7	25.00%
1-2 times a week	11	39.29%
Monthly	1	3.57%
Less frequently	0	0%
Not Answered	1	3.57%

Question : Privacy Notice

What is your name?

There were 15 responses to this part of the question.

What is your email address?

There were 14 responses to this part of the question.

Have you read our privacy notice and do you consent to providing your details?





Option	Total	Percent
Yes	28	100.00%
No	0	0%