

Morley Town Deal Board

Item 4 Highlight Report

Programme Sponsor:	Martin Farrington
MTDB Chair:	Gerald Jennings / Steve Foster
Version:	FINAL
Reporting period:	6 th September – 7 November 2023
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1. RAG status update

Area	RAG status	Explanation
Programme overall		
Progress	AMBER	Some projects progressing well into design or delivery.
Risks	AMBER	Key risks flagged below.
Issues	AMBER	Some key issues to resolve as outlined below.
Budget	AMBER	Some underspend currently on projected grant profiles. Potential reprofiling for 23/24.
Resources	GREEN	All resources in place across the programme team.
Benefits	GREEN	Monitoring and evaluation of projected benefits ongoing.

Key:

RED	Substantial problems encountered impacting cost, time and quality. Management action required
AMBER	Some problems being encountered which management need to be aware of
GREEN	On schedule and no problems being encountered

2. Recommendations required from Board

- To note ongoing progress with each of the projects.

3. Programme Management

Comms and stakeholder engagement

- The Inclusive Design Panel has met to review some proposals for Greener and Connected and Station Gateway public realm schemes from an inclusivity and accessibility point of view. The

team also met with a group of 20 students from Elliot Hudson college to make sure the youth voice was consulted on proposals. This model will be used on all future projects across the programme. It is also hoped that some young people will join the wider Inclusive Design Panel going forward.

- Some of the team met with the Morley Chamber of Commerce and Trade in October to present the Morley Town Deal projects and investment to over 30-40 local businesses.
- The analysis of the annual satisfaction survey has been undertaken and the key findings and action points will now be taken forward by each of the relevant working groups and projects. The full analysis can be found at **Appendix 1** (which is available on request).

Partnership working

- The Morley Jobs Fair was held on Thursday 5 October and a summary of the event can be found at **Appendix 2** (which is available on request). A video of the day can be found at <https://www.youtube.com/watch?v=kFRXdh2zU7E>
- Earlier in the year as part of a large national conference on investment and infrastructure the Growing Talent Morley programme was showcased with an opportunity for the young people in Morley to bring their ideas and voices together. A video has now been produced showing the highlights from the event and can be found at https://www.youtube.com/watch?v=teBxBL1_was&feature=youtu.be

Monitoring and evaluation

- The next Towns Fund return is now due on 4 December 2023 and is being completed by the programme team. Board will receive this for review at the end of November and then it will be signed off by the Chair of the Board as well as the S151 officer.
- Morley Town Deal received positive feedback at the October Executive Board with all recommendations approved. The report is **Appendix 3** (which is available on request).

4. Project updates

4.1 Heritage Investment Programme

Progress in this reporting period

- A meeting has been held with the architect, appointed for improvement works for a prominent listed property in Morley Bottoms, to progress involvement in the grant scheme.
- Further in-person meetings have been held with business owners, keen to undertake refurbishment works - progressing dividing out and agreeing eligible costs and assisting property owners with architect scope prior to tendering exercise.
- The Shopfront Design and Maintenance guide and Conservation Area Appraisal & Management Plan has received all comments from relevant services.
- For the flexible fund, a feasibility report is being shared with the owner of St Mary's in the Wood burnt out church site. Intelligence gathering is underway to assess other options for fund.

Activities planned for the next reporting period

- Following Council approval and working group review, a press release and social media assets will form part of a targeted communications campaign.

- The Shopfront Design and Maintenance Guide will be shared with interested property owners to progress their interest further. Awaiting quotation from consultants for final round of edits to then take to the Council's Planning Board for final approval.
- Following inclusion of the subsidy control assessment in the Executive Board report a Direct decision notice to approve the scheme is awaiting approval before the assessment is uploaded to the Government's transparency database.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Stakeholder engagement with shop owners and businesses	Ongoing		Open		LCC
Grant documentation finalised	Sept 23	Nov 23	Open		LCC
Soft launch of grant	Sept 23	Nov 23	Open		LCC
Review of grant uptake	April 24		Open		LCC

4.1 Morley Learning and Skills Centre

Progress in this reporting period

- The acquisition of a town centre heritage building was successfully completed and the Council has now taken ownership of St Mary's in the United Wood Reformed Church on Commercial Street. A site visit for Board Members will take place in January 2024. A press release is shortly to be issued publicly.
- Surveys have been completed and forwarded to Luminate.
- The Council has undertaken further discussions with Luminate regarding their high-level indicative design/development programme. Luminate have advised that the appointment of the design team has slightly slipped but it is not on the critical path.
- A procurement workshop for the construction works was initially held to look at all options.

Activities planned for the next reporting period

- Press release to be issued sharing the building acquisition news.
- To continue ongoing design team meetings and RIBA design stages. RIBA stage 2 to be completed.
- In terms of procurement scoping, an Expression of Interest will be sent out to Yorbuild Framework contractors on the medium value (£4-£10m) contracts lot. Anticipate that the procurement will take 6 months.
- A draft Heads of Terms for agreement for lease to be issued to Luminate shortly.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Grant Funding Agreement Completed	June 23		Open		LCC
Surveys to inform design development	July/August 23	Sept 23	Open		LCC
Design team to be appointed	July/August 23	Nov 23	Open		Tenant/LCC

Complete acquisition of property	Aug 23	Oct 23	Open		LCC
RIBA Stage 2 Completion	Jan 24		Open		Tenant/LCC
RIBA Stage 3 Completion	March 24		Open		Tenant/LCC
Submit Planning and Listed Building Application	April 24		Open		Tenant
Secure Planning and Listed Building Consent	July 24		Open		Tenant
Tender period	July 24		Open		LCC
Contractor appointed	Dec 24		Open		LCC
Start on site	Dec 24		Open		Contractor
Handover and completion of works (including fit out)	Sept 25		Open		Contractor

4.2 Morley Town Hall

Progress in this reporting period

- RIBA Concept Design Stage 2 report scheduled to be sent to the Council in December with RIBA Stage 3 work likely commencing early 2024.
- Various surveys (asbestos/plaster/structural/electrical) have commenced in the areas within scope to inform the designs.
- The design still includes all of the key features including terrace access at the front of the building, café, bar to service Alexandra Hall and addresses the fire safety/capacity issues.
- The team are meeting regularly with NPS engineers and the Council's decarbonisation team to look at impact of the decarb works on areas within the project scope.
- Ongoing meetings are also being held with stakeholders and business users of the building to advise them of the scope of works and likely programme.

Activities planned for the next reporting period

- Receipt of RIBA Stage 2 report with updated programme and cost plan, to be reviewed by Council and working group.
- A risk and procurement workshop to propose options with potential for early contractor involvement.
- Public consultation to be planned for early 2024.
- Team to continue to engage and coordinate works with the decarbonisation team.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
RIBA Stage 2 completion	Dec 23				

RIBA stage 3 (developed design) commence including planning and listed building consent	Early 2024		Open		NPS/LCC
RIBA stage 4 commence (technical design, tender action)	Apr 2024		Open		NPS/LCC
Planning application submitted	Apr 2024		Open		NPS/LCC
Design sign off/consultation	Feb 2024		Open		NPS/LCC
Planning determination	July 2024		Open		NPS/LCC
Tender period	July 2024		Open		NPS/LCC
Contractor appointed	Sept 2024		Open		NPS/LCC
Start on site	Sept 2024		Open		Contractor
Handover and completion	Sept 25 – Dec 25		Open		Contractor

4.3 White Rose Innovation Hub

Progress in this reporting period

- Council officers from Business Support, Regeneration and Legal Services met with the applicant to discuss the grant application to gain a better understanding of the project, the viability gap, relationships between the organisations involved, and the delivery programme.
- Feedback was provided on the draft application both verbally and in writing. The owner of the office park, Munroe K, have engaged the Local Planning Authority to discuss the scheme and a planning application is anticipated before the end of the calendar year.
- Munroe K have also submitted a planning application for 450,000 sq ft of new office space across the wider office park (not including the building that is the subject of this grant application). This provides a wider context for the development in terms of the masterplan for the wider park and development momentum.

Activities planned for the next reporting period

- Submit planning application to Local Planning Authority.
- Final grant application to be finalised with Munroe K.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Cost schedule	March 23	27 June 2023	Open	Building and operating costs now received and internally reviewed by Munroe K	Munroe K
Final grant application drafted	Ongoing		Open		Munroe K
Legal and financial reviews	Ongoing		Open		LCC
Final grant application signed/approved	Ongoing		Open		LCC/Munroe K
Planning application submitted	November 23		Open		Munroe K

Design sign off	Oct-Nov 23		Open		Munroe K
Planning determination	Early 2024		Open		LCC
Preparation of tender and spec	Oct/Nov 24		Open		Munroe K
Tender period	Dec 23 /Jan 24		Open		Munroe K
Contractor appointed and lead in	Jan/Feb 24		Open		Munroe K
Start on site	Spring 24		Open		Contractor
Handover and completion	Spring 25		Open		Contractor

4.4 Greener & Connected

Parks/greenspaces

- The planning application for phase 2 works at Dartmouth Park has been submitted.
- Early preparation works have started at Lewisham Park. This is the first park to have a ‘Make Safe Space for Girls’ area which is being funded by UK Shared Prosperity Funding (UKSPF). The remaining UKSPF allocation will be spent on creating a safe space for girls at Hembrigg Park.
- This consultation is currently live for making safe space for women and girls as part of the improvements to the parks, both in person and online through <https://docs.google.com/forms/d/e/1FAIpQLSc-CSSYih5uSeG1H0s5rya6eUST5cMVQfkR-BKesy5XNwbd8A/viewform>
- Construction works are due to commence at Churwell Park in Dec 23/Jan 24.
- Planning determination is expected for Dartmouth Park shortly.

Milestone for parks projects	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Works to commence at Lewisham Park	Sept 23	Oct 23	Open	Ongoing	LCC/Groundworks
Planning application for Dartmouth submitted	July 23	Sept 23	Open	Outcome due on 6 th December	LCC/Groundworks
Works to commence at Churwell Park	Nov 23	Dec 23	Open	Works likely to start Dec 23/Jan 24.	LCC/Groundworks

Highways

- Corporation Street signal issues have now been resolved and works are complete. Vehicle flow has improved since the new signals have been installed. Traffic surveys are planned within the next month or so to capture this data.
- Delivery of the Albion Street scheme has been pushed back until after Christmas to minimise travel disruption over the holiday period. Works at Albion Street expected to start on site early next year.

- Consultation feedback on the options for Commercial Street are currently being reviewed.

Milestone for highways projects	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Albion Street and Commercial Street works start	Late Sept	Winter 24	Open	Further review of feedback on Commercial Street	LCC/Contractor

Morley Greenway

- The scheme will be delivered over two phases, the first phase starting at Elland Road and finishing at the White Rose Shopping Centre. This is due to the proposed works closely linking with the new White Rose Station as part of the greenway will be used as the main access route, to and from the station.
- Phase 1 has been broken down into three sections primarily due to deliverability, approvals and costs. Ongoing negotiations with one landowner within phase 1, others are all resolved.
- Awaiting feedback from Network Rail regarding approvals.

Milestone for Morley Greenway	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Meet with all affected landowners and third parties	Ongoing	Ongoing	Open		LCC/third parties
Draft Creation Agreements	July 23	Ongoing	Open		LCC/landowners
Start on site – Phase 1	Aug 23	TBC	Open		LCC/Contractor

Public realm

- Further consultation sessions have taken place with the Inclusive Design Panel and young people from Elliot Hudson College on some of the initial proposals. Some of the feedback will be incorporated into the designs.
- Re-form are progressing with the designs for Queen Street pedestrianised area and New Pavilion Junction schemes with expected scheme costs due in shortly.
- RIBA stage 4 for both schemes are due to be completed by December.
- Public procurement for these schemes is due to go out in 2024 and procurement scoping and tender preparation is currently underway.

Milestone for public realm projects	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Consultation on public realm schemes (phase 2)	Autumn 23		Open	Targeted consultation with businesses and residents	LCC/Designers

Design sign off (scheme 1)	Winter 23/24		Open		LCC/Designers
Tender period	Winter 23/24		Open		LCC
Contractor appointed	Spring 24		Open		LCC
Start on site	Spring/Summer 24		Open		Contractor
Handover and completion	Winter 25/26		Open		Contractor

4.5 Station Gateway

- Re-form are progressing with the designs for the Station Road scheme and are working closely with Highways in terms of the First and Last Mile funded schemes.
- RIBA stage 4 is due to be completed by December.
- Public procurement for this scheme is due to go out in 2024 and procurement scoping and tender preparation is currently underway.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Consultation on public realm schemes (phase 2)	Autumn 23		Open		LCC/Designers
Design sign off	Early 24		Open		LCC/Designers
Tender period	Early 24		Open		LCC
Contractor appointed	Spring 24		Open		LCC
Start on site	Spring/Summer 24		Open		Contractor
Handover and completion	Winter 25/26		Open		Contractor

5. Risks and issues

Project	Risk description	Risk rating	Action required	Owner
HIF	Grant level / rate of interest insufficient to interest owners in taking up the scheme leading to funding withdrawal.	High	Property owners are given sufficient time, assistance and information to ensure long term benefits of property value uplifts are fully considered. Will work with local stakeholders to identify the best way to engage and encourage take-up with businesses. Some initial market testing for demand has already been undertaken. A review of the project will be carried out in April 2024 to see if any changes are required.	LCC

HIF	Building owners' ability to provide match funding leads to funding withdrawal.	High	Grants will be offered to building owners based on application. Risk is then transferred in terms of project delivery. A review of the project will be carried out in April 2024 to see if any changes are required.	LCC
ALL	Land and property acquisition/access - risk relating to the ability of the Council and partners to acquire/access land required to deliver schemes which risks project delivery.	Medium	Early engagement to be undertaken with landowners and alternative delivery and contingency plans identified where land cannot be acquired/accessed.	LCC
ALL	Cost inflation of wider supply chain and economic downturn leads to delays and cost increases.	Very High	Early engagement with suppliers to understand timeframes and difficulties with supply chain. Identify where procurement packages could be joint together. High level company checks can be carried out to understand economic situation. Include inflation in cost forecasting as well as risk/contingency budget and determine timing for final costs with contractor.	LCC
ALL	Risk that what can be delivered within the grant envelope does not meet all the objectives and deliver all outputs/outcomes.	High	Work with partners on prioritisation and defining the scope of the projects to meet cost requirements and respond to outputs and outcomes. Risk and contingency to be included in budget.	LCC
ALL	There are a number of planning approvals to acquire on some projects which could lead to objections and delays	High	Work with Planning department through pre-application process to resolve issues. A delay to submitting planning permission on White Rose Innovation Hub.	LCC
ALL	Projects found to not be compliant with Subsidy Control law and challenged or facing judicial review	High	Robust evidence based assessment to be made once information is received	LCC

Project	Issue description	Issue status	Action required	Owner
G&C	Ensure Morley Greenway proposal is affordable and meets TIP outputs.	High	Groundwork currently working on final costings to ensure within budget. Exploring other funding opportunities.	LCC/third parties
Town Hall	Ensure design proposals are aligned with the outcomes set out in the Business Case approved by government and are affordable and meet TIP outputs.	High	Design Team are developing the proposals and costs for RIBA Stage 2.	LCC/NPS

6. Finance update

Project	Towns Fund Grant allocation (£)	21/22 actual spend (£)	22/23 actual spend (£)	23/24 actual spend (to end of 31st Oct 23) (£)	Total spend to date on programme	Total Budget remaining (£)	23/24 forecasted spend (£)	24/25 forecasted spend (£)	25/26 forecasted spend (£)	Comments
Heritage Investment Programme	£1,700,000	£4,800	£53,560	£18,500	£76,860	£1,623,140	£160,690	£1,481,000	£0	Low spend to date, revised cashflow to represent a more realistic spend profile to reflect milestone dates
Greener & Connected	£9,900,000	£286,700	£704,553	£211,914	£1,203,167	£8,696,833	£1,480,700	£4,900,000	£2,528,004	11.4% spent to date. Revised cashflow to reflect milestone dates.
Station Gateway	£2,400,000	£15,300	£20,135	£45,019	£80,455	£2,319,545	£204,845	£2,159,700	£0	Low spend to date, revised cashflow to represent a more realistic spend profile to reflect milestone dates.
White Rose Innovation Hub	£1,900,000	£24,600	£3,997	£0	£28,597	£1,871,403	£200,000	£671,360	£1,000,000	Low spend to date, revised cashflow to represent a more realistic spend profile.
Morley Learning & Skills Centre	£4,500,000	£15,900	£84,940	£437,232	£538,071	£3,961,929	£523,637	£1,000,000	£2,875,500	Low spend to date, revised cashflow. Purchase of skills centre likely in 23/24.
Morley Town Hall	£3,900,000	£50,700	£99,710	£0	£150,410	£3,749,590	£300,000	£1,000,000	£2,449,604	Further recashflow in October 23 taking account of anticipated spend to reflect up to date milestone dates

Totals	£24,300,000	£398,000	£966,895	£712,665	£2,077,560	£22,222,440	£2,869,872	£11,212,060	£8,853,108	
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