

Morley Town Deal Board

Agenda

Thursday 11 March 2021

10:00- 12:00

Zoom Meeting

ITEM

1. Welcome and apologies - 10.00 – 10.05
 2. Declarations of interest – 10.05 – 10.10
 3. Agree previous minutes – 10.10 – 10.20
 4. Morley Town Deal Offer – 10:20 – 11:00
 5. Business case development – 11:00 – 11:20
 6. Accelerated Funding – 11:20 – 11:40
 7. Board membership and recruitment – 11:40 – 11:50
 8. AOB – 11.50 – 12.00
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Attendees

Gerald Jennings – Director, G.R. Jennings Properties Ltd
Councillor Helen Hayden – Executive Member, Climate Change, Transport and Sustainable Development, Leeds City Council
Mark Goldstone – Head of Policy and Business Representation, West and North Yorkshire Chamber of Commerce
Councillor Robert Finnigan – Morley Town Council
Andrea Jenkyns – Member of Parliament, Morley and Outwood
Steven Foster – Director, Land Securities
Cameron Stephenson – Constituency Office Manager, Office of Andrea Jenkyns MP
Rebecca Greenwood – Policy Officer, West Yorkshire Combined Authority
Rachael Kennedy – Morley Town Centre Manager
Reverend Anthony Lee – Leader, Morley Community Church
Councillor Wyn Kidger, Morley South ward member
Councillor Andrew Hutchison, Morley North ward member
Martin Farrington – Director of City Development, Leeds City Council

Apologies

Dawn Ginns – Resident, Morley

Invited attendees

Jessica Ashton – Senior Regeneration Officer, Leeds City Council
Adam Brannen – Head of Regeneration, Leeds City Council
Samuel Lewis – Principal Regeneration Officer, Leeds City Council
Claire Simms- Regeneration Support Officer, Leeds City Council

1. Introductions and apologies

- 1.1. Chair's welcome.
- 1.2. Notes of attendance and apologies.

2. Declaration of interests

- 2.1. Board members to declare any interests of relevance to the meeting agenda.

3. Agreement of minutes from last meeting

- 3.1. Minutes have been circulated to members in advance for comment.
- 3.2. **Board members are asked to agree the minutes from January's Morley Town Deal Board meeting.**

4. Morley Town Deal Offer

- 4.1. Morley has been announced as one of 45 towns across the UK to be offered a Town Deal in the March Budget 2021
- 4.2. The offer to Morley is £24.3m, and the details of this offer are set out in a Heads of Terms document which has been sent by government to the Chief Executive of Leeds City Council and the Chair of the Morley Town Deal Board
- 4.3. Full details of the terms of this offer and key considerations will be provided in a verbal update by Leeds City Council officers
- 4.4. The Morley Town Deal Heads of Terms are an agreement between the Morley Town Deal Board, Leeds City Council and government. The agreement of all parties is required by the 24 March 2021 in order to take up this offer
- 4.5. Formal approval to the Heads of Terms will be sought from the Chair of the Morley Town Deal Board and from the Chief Executive of Leeds City Council. This will be in line with

delegations that were approved by Leeds City Council's Executive Board in December 2020 in anticipation of the short timescales that may be provided to agree to a Town Deal offer

4.6. The Board is asked to note the details in this report, and the terms on which the Morley Town Deal is offered. Approval from the Morley Town Deal Board is sought to the Heads of Terms offer from government to Morley.

4.7. Following agreement to the Heads of Terms, Morley will have two months to provide a detailed response to government demonstrating the feasibility, viability and value-for-money of the project proposals that have been put forward. This will be through the submission of a supplementary document which will provide details additional to those in the Town Investment Plan. These will include:

4.7.1. Towns Fund ask

4.7.2. match-funding total and breakdown

4.7.3. expected outputs and outcomes

4.7.4. plan for addressing key conditions

4.7.5. whether the project will be fast-tracked

4.7.6. proposed financial profile and the Revenue/Capital split (approval at MHCLG's discretion)

4.8. Approval to these plans will be sought from the Morley Town Deal Board and from Leeds City Council's Director of City Development in line with delegations set out in Leeds City Council's Executive Board meeting of 16 December 2020. These plans will be provided to the Board for consideration at the Morley Town Deal Board meeting scheduled for 12 April 2021.

5. Business case development

5.1. Following submission of detailed plans and confirmation of spending priorities, Morley will have 12 months to complete business cases for the projects being taken forward. This will be in line with local business case assurance process, with suitable accountability and decision-making responsibility through the Lead Council and in partnership and collaboration with the Town Deal Board. The assurance process is set out below.

5.2. Business cases will follow a HM Treasury Green Book compliant methodology and will follow a process consistent with local assurance through Leeds City Council in partnership with the Town Deal Board

5.3. A governance and assurance process matrix will be presented to the Board to set out plans for business case development, appraisal, scrutiny and approval

5.4. The seven projects included in the Morley Town Investment Plan are diverse in focus and will require technical and professional inputs to develop to delivery stage

- 5.5. In order to provide a robust and transparent process of scrutiny to the development of projects a programme will be developed which will include two further decision points: an Outline Business Case approval, and a Full Business Case approval
- 5.6. Further consultation and engagement will also be programmed to ensure that the community is suitably involved in the development of project plans, including specific relevant user groups
- 5.7. Further consultancy input may also be required in specialist areas in order to develop sufficiently detailed plans. This will include economic appraisals of schemes in order to assess impact and value-for-money.
- 5.8. To provide input to, and scrutiny of, the development of business cases the governance processes supporting the Morley Town Deal will be supplemented by the following additional groups
 - 5.8.1. A Leeds City Council Programme Board, consisting of senior officers from relevant services including Planning, Transport, Conservation, Asset Management and Skills and Employment. This group will provide the appropriate level of assurance to business cases in line with existing Council procedures, will scrutinise appraisals and help to guide project development. The Programme Board ensures that the Lead Council has the appropriate level of accountability within the business case development process.
 - 5.8.2. Morley Town Deal Board 'Working Groups' consisting of lead Board Members alongside wider relevant interests and community representatives. These four groups will support the development of projects in line with the vision set out through Stage 1, and will support the next phases of consultation and engagement ensuring projects reflect local aspirations. Working Groups will have a broader role, recognising that Towns Fund investment will be limited by the terms set out in the Heads of Terms offer but that the Town Deal should inspire and catalyse the broader regeneration of Morley. This may include consideration of broader community involvement, local capacity building and establishing self-sustainable activities that build on the vision set out in the Town Investment Plan. Working Groups will be advisory sub-committees to the Board and will therefore defer to the Morley Town Deal Board or LCC Programme Board for formal decisions.
- 5.9. The proposed timescales for project business case development are as follows:
 - 5.9.1. Outline Business Cases (OBC) will be developed between April 2021 and September 2021.
 - 5.9.2. Full Business Cases (FBC) will be developed between September 2021 and December 2021

5.10. A Town Deal Summary Document will be submitted to government at the end of this process which will include:

- 5.10.1. A list of agreed projects
- 5.10.2. Details of business case assurance processes followed for each project
- 5.10.3. An update on actions taken in relation to the Heads of Terms key conditions and requirements
- 5.10.4. A Delivery Plan (including details of the team, working arrangements and agreements with stakeholders)
- 5.10.5. A Monitoring and Evaluation Plan
- 5.10.6. Confirmation of funding arrangements and financial profiles for each project
- 5.10.7. Undertaking of the Public Sector Equalities Duty analysis
- 5.10.8. Approval from the Town Deal Board and Lead Council

5.11. **The Board is asked to note the proposed assurance framework set out in this report and in the governance and assurance process matrix**

5.12. **The Board is asked to note the requirements for confirmation of proposed plans within a two month period, and full business cases to be developed within 12 months with Summary Documents submitted to government as a condition of the Heads of Terms**

6. Accelerated Funding

6.1. Substantial progress has been made on the schemes funded through the accelerated funding secured in August 2020. A verbal update will be provided to the Board to detail progress and key considerations.

7. Board membership and recruitment

7.1. Following open recruitment and appointment to the Morley Town Deal Board in August 2020, the agenda pack in September outlined future plans for membership and recruitment, stating:

7.2. *In line with the recommendation on terms of membership, the Board's membership will be reviewed in early 2021 following submission of the Town Investment Plan. This review will be undertaken by the Board and will reflect two key considerations:*

7.2.1. *The representative breadth of the Board's membership with regard to the Town's population and equalities characteristics*

7.2.2. *The projects to be funded through the Town Investment Plan and any additional representation required to support the development and delivery of these*

projects

- 7.1 **The Board is asked to note this agreed action and to consider the Board's current membership in light of these considerations**
 - 7.1 **The Board is asked to consider further recruitment exercises to the Morley Town Deal Board, and to the Working Groups in line with these points and to make recommendations to the Chair**
 - 7.1 **Where relevant Board Members are asked to undertake further activity to support recruitment exercises to the Morley Town Deal Board and Working Groups**
- 8. Any other business**