

## Delegated Decision Notice (DDN)

This form is the written record of a key, significant operational or administrative decision taken by an officer.

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input checked="" type="checkbox"/> Over £500,000 SITS UNDER PREVIOUS KEY DECISION	
<b>Director<sup>1</sup></b>	Director of City Development		
<b>Contact person:</b>	Liam Riley	Telephone number: 0113 378 4156	
<b>Subject<sup>2</sup>:</b>	Heritage Investment Fund – Morley Town Deal		
<b>Decision details<sup>3</sup>:</b>	<p>What decision has been taken?            (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call-in etc.)</p> <p>Following Executive Board delegation on 18<sup>th</sup> October 2023 to the Director of City Development to approve all project capital spend for the Morley Town Deal and to authorise entering into appropriate contracts or grant agreements required for delivery of the Heritage Investment Programme, and the injection of £1,787,206 into the capital programme (capital code 33393/MHI/000) for the Heritage Investment Fund project, the Director of City Development:</p> <ol style="list-style-type: none"> <li>1. Approved the launch of the Heritage Investment Fund subsidy scheme and noted that details of the Subsidy Control assessment for the scheme will be published on the BEIS subsidy database within three months of the approval date.</li> <li>2. Approved the initial phase of the Fund to focus on a specific geographic area of Morley, outlined in the accompanying report to this notice. Noted that a 12-month review takes place to assess the take-up of the scheme and consider changes to scheme criteria.</li> <li>3. Noted that future decisions on individual grants for shopfronts are approved by the Chief Officer for Asset Management and Regeneration, and are considered by the Heritage Grants Board, chaired by the Chief Planning Officer, in line with similar heritage grants schemes.</li> <li>4. Noted future decisions on spend within the flexible fund of £275,000 will be considered by Morley Programme Board and approved by the Director of City Development.</li> </ol> <p>A brief statement of the reasons for the decision            (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>The Heritage Investment Fund will operate as a grants programme, leveraging in match funding from property owners to physically improve a number of heritage</p>		


<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<p>buildings within the Morley conservation area. As the conservation area is extensive, grants will be managed in a phased approach to ensure there is a focused and effective impact on regeneration in specific areas of Morley. The initial focus of the Fund will be on the Morley Bottoms area of the town centre, including the area of Chapel Hill, Cheapside and Brunswick Street at the junction with Queen Street, and heading south to the junction of Troy Road with Queen Street (outlined in Appendix 1). The grant uptake of property owners in this area will be reviewed 12 months from the launch of the Fund and consideration will be given to extending the boundary of the scheme to ensure funding can be allocated within the Town Deal period.</p> <p>A maximum of 85% of eligible works can be subject to grant funding, with the remaining costs match funded by the property owner. The aid intensity rate of 75-85% of eligible costs is based upon a review of precedent schemes in Leeds, which in turn is informed by the guidance of national arm's length bodies such as Historic England and the Heritage Lottery Fund. This provides assurance that the aid intensity rate has been tested through practical delivery of heritage grants schemes and represents a proportionate level of subsidy for these types of projects.</p> <p>Future decisions on individual shopfront improvement grants are approved by the Chief Officer for Asset Management and Regeneration, and are considered by the Heritage Grants Board, chaired by the Chief Planning Officer, in line with similar heritage grants schemes. Decisions on the flexible fund (£275,000) will be considered by the Morley Programme Board and approved by the Director of City Development.</p> <p>A Subsidy Control assessment has been conducted for the individual shopfront grants element of the Fund, to set up a Subsidy Scheme. This will streamline the process for individual grants which, on the basis the grant falls within the Scheme criteria, will not require an individual Subsidy Control assessment. The value of each grant will be assessed on a case-by-case basis and individual subsidy control assessments conducted should any grant fall outside of the Scheme criteria.</p> <p>A separate Subsidy Control assessment will be carried out for the £275,000 flexible fund element of the project when a use has been identified and costed.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Alternative options were considered as part of the Business Case process for the project. An outline of these options is provided in the report accompanying this notice.</p>
<b>Affected wards:</b>	Morley North, Morley South.
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>The Executive Member for Climate Change, Transport and Sustainable Development has been consulted as a member of the Morley Town Deal Board and through direct consultation.</p> <p>The Subsidy Control assessment for the project was provided to Executive Board on 18<sup>th</sup> October 2023.</p> <p>Ward Councillors have been consulted through representatives on the Morley Town Deal Board, and through regular consultation outside of this group.</p>

<sup>4</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

	<p>Others: Morley residents have been consulted through public and open consultation, wider engagement has been undertaken with the private sector locally and representatives of the community hold seats on the Morley Town Deal Board.</p> <p>Morley Programme Board was consulted on these proposals on 7<sup>th</sup> July 2023.</p> <p>Legal Services were directly involved in the review of the Subsidy Control assessment.</p>	
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Regeneration Officer, Liam Riley. All projects must be completed by March 2026.</p>	
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:-	
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision	
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
<b>Publication of report<sup>6</sup></b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
<b>Call-in</b>	Is the decision available <sup>7</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorized decision maker <sup>8</sup> Martin Farrington - Director of City Development	
	Signature 	Date 13 November 2023

<sup>5</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>6</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>7</sup> See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call-in. Key decisions are always available for call-in unless they have been exempted from call-in under rule 5.1.3.

<sup>8</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.