



## Morley Town Deal Board

### Agenda

Tuesday 14<sup>th</sup> May

14.00 – 16.00

Large Banqueting Suite, Morley Town Hall

No	Item	Owner	Time	Paper
1	Welcome, apologies and membership updates	Chair	14:00	
2	Declarations of interest	Chair	14:05	Item 1
3	Minutes of the last meeting and matters arising	Chair	14:10	Item 2
4	Correspondence/FOI log	Chair	14:25	Item 3
5	Questions from public (if sent in advance)	Chair	14:20	Item 3
6	Spotlight on Greener & Connected/Station Gateway programme	Miriam Browne	14:30	To be tabled
7	Feedback from Town Deal Board working groups: <ul style="list-style-type: none"> <li>- Skills, Education &amp; Employment</li> <li>- Transport, Greenspaces, Health &amp; Wellbeing</li> <li>- Town centre, Placemaking &amp; Culture</li> </ul>	Chair/ Vice Chair of working groups	14:50	Verbal
8	Highlight report: key updates	Project Managers	15:20	Item 4
9	AOB	ALL	15:30	
10	Confidential items (public exempt)  <p><b>The information contained in these appendices is intended to be designated as being exempt from publication and considered in private as it relates to the financial and business affairs of the Council and other parties. It is considered that the release of such information would, or would be likely to prejudice the Council's commercial interests in relation to property transactions. It is considered that the public interest in maintaining the exemption from publication outweighs the public interest in disclosing this information at this point in time. It is therefore considered that this</b></p>	LCC Officers		

	<p><b>element of the report should be treated as being exempt from publication under the provisions of paragraph 10.4(3) of the Council's Access to Information Procedure Rules.</b></p>			
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**Date of next meeting – 16<sup>th</sup> July 2024**

### **Board Attendees**

Gerald Jennings - Director, G.R. Jennings Properties Ltd (Chair)  
Steven Foster – Director, Land Securities (Vice Chair)  
Councillor Robert Finnigan – Morley Town Council  
Councillor Andrew Hutchison - TBC  
Councillor Jane Senior - Morley South ward member  
Office of Andrea Jenkyns MP  
Rachael Hutchison – Co-opted Member  
Lalit Surywaski - Community representative  
Christine Hirst - Community representative  
Mark Casci - West and North Yorkshire Chamber of Commerce  
Dawn Ginns – Resident, Morley  
Dan Merrick - Community representative  
Matthew Wood - Morley Chamber of Trade & Commerce  
Cllr Hayden – Executive Member, Leeds City Council

### **Apologies**

Martin Farrington – Director of City Development, Leeds City Council

### **Invited attendees**

Helen McGrath – Senior Project Manager, Leeds City Council  
Libbi Watson - Career Grade Officer, Leeds City Council  
Miriam Browne – Programme Executive, Leeds City Council  
Ryan Kaye, Area Lead – West Yorkshire, Cities & Local Growth Unit  
Other officers TBC

## **1. Welcome and apologies**

- 1.1. Chair's welcome.
- 1.2. Notes of attendance and apologies.
- 1.3. Notes of membership changes or additions.

## **2. Declaration/conflict of interests**

- 2.1. Board members to declare any interests of relevance to the meeting agenda for documenting on the register.

## **3. Minutes of the last meeting and matters arising**

3.1. Minutes have been circulated to members and published in advance for comment.

Board members are asked to agree the minutes of the March Morley Town Deal Board meeting.

**4. Correspondence/FOI log**

4.1. Board members and Council officers to declare any correspondence of relevance to the meeting agenda for documenting on the register.

**5. Questions from the public**

5.1. Chair to present any questions from the public sent in advance of the meeting for Board members and Council officers to respond to. Any other questions raised during the meeting will be taken away and responded to within 5 days.

**6. Update on Greener & Connected/Station Gateway programme**

6.1. Programmes Executive to present an update on the key changes and progress.

**7. Feedback from Town Deal Board working groups**

7.1. The Chairs/Vice Chairs of each of the working groups to feedback on project progress from their working groups.

**8. Highlight report key updates**

8.1. Any other updates to be provided.

**9. Any Other Business**

**10. Confidential / exempt items under the agenda**

10.1. Members of the public to leave the meeting. Council officers to present any confidential items to Town Deal Board Members.

# ITEM 1

Morley Town Deal Board - Declarations of Interests  
Last updated

20-Dec-23

Name	Board Member role	Employment, office, trade, profession or vocation carried on for profit or gain	Sponsorship - Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by me in carrying out my duties as a member, or towards my election expenses.	Contracts – Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority –  (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.	Land – Any beneficial interest in land which is within the area of the relevant authority.	Licences – Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.	Corporate tenancies – Any tenancy where (to my knowledge) –  (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.	Securities – Any beneficial interest in securities of a body where –  (a) that body (to my knowledge) has a place of business or land in the area of the relevant authority; and  (b) either –  (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or  (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of the class.	Any other interests	Last updated	Any actions taken
<b>Gerald Jennings</b>	Chair of Morley Town Deal Board and private sector representative	Non Executive Director at Henry Boot Plc  Non Executive Chair at Social (Leeds)  Director at G R Jennings Properties Ltd with wife (the company carries out some consultancy work for Munroe K)	none	None	None	None	None	None	None	Dec-23	
<b>Councillor Jane Senior</b>	Morley South Ward Member	Member of Leeds City Council Self-employed Foster carer (SWiS) NHS	Morley Borough Independent - May 2021		Interest withheld under Section 32 of the Localism Act				Member of Morley Town Council Morley Town Deal Board	Dec-23	
<b>Councillor Andrew Hutchison</b>	Morley North Ward Member				Interest withheld under Section 32 of the Localism Act			Faelsafe SMC Faelsafe UK	Chair of the Finance and general purposes committee for Morley Town Council Assistant Scout Leader of Drighlington Scouts and the Chairman of the Drighlington Scout Group. Vice Chair Morley Town Centre Management Board Chair of the Heritage and Culture for Morley Investment Plan (Town Deal) Member of Morley Town Deal Board Member of Morley Town Council	Dec-23	
<b>Councillor Robert Finnigan</b>	Morley Town Council representative		Member of Leeds City Council		Interest withheld under Section 32 of the Localism Act				Member Morley Borough Independent Group Member GMB Member of Morley Town Council Member of Drighlington Parish Council LGA General Assembly	Dec-23	
<b>Councillor Helen Hayden</b>	Leeds City Council Executive Member	Councillor for Temple Newsam and Executive Member for Sustainable Development and Infrastructure Leeds City Council	none	None	None	None	None	None	None	Dec-23	
<b>Andrea Jenlyns</b>	Member of Parliament, Morley and Outwood	Member of Parliament for Morley and Outwood. Director of the National Centre for Higher education policy, university of Bolton.	none	None	None	None	None	None	See the House of Commons Register of Members interest	Dec-23	
<b>Dawn Ginn</b>	Community representative		None	None	None	None	None	None	None	Jan-21	
<b>Steven Foster</b>	Private sector representative	Centre Director, Land Securities, White Rose Shopping Centre, Leeds.  Leeds Business Improvement District (BID) – Board Director  Child Friendly Leeds – Ambassador  The Tetley Contemporary Art Gallery, Leeds – Board Trustee								Nov-23	
<b>Rachael Hutchison</b>	Private sector representative	Directorship Faelsafe Electrical Ltd	none	None	None	None	None	None	None	Dec-23	
<b>Lalit Suryawanshi</b>	Community representative	-Cofounder and CTO -Director of Itechohealth Ltd -Company number 11317031 Volunteer roles: -Director of Heckmondwike Grammar school -Chair of Leeds South west and -Morley Conservative association -Member of Morley Fairtrade committee -Governor Asquith Primary school -Director Morley Indians CIC -Board member Healthwatch, Leeds	None	None	None	None	None	None	None	Dec-23	
<b>Mukesh Patel</b>	Community representative		None	None	None	None	None	None	None	Dec-23	
<b>Christine Hirst</b>	Community representative		None	None	None	None	None	None	None	Dec-23	
<b>Dan Merrick</b>	Community representative										
<b>Mark Casd</b>	Business representative										
<b>Martin Farrington</b>	Director of City Development, Leeds City Council representative	None	none	None	None	None	None	None	Council's main declaration of interest process.	Dec-23	
<b>Matthew Wood</b>	Business representative	Director at Inspired Design Kitchens	none	None	None	None	None	None	None	Dec-23	

## Morley Town Deal Board

Tuesday 19<sup>th</sup> March 2024

14:00 – 16:00

Large Banqueting Suite, Morley Town Hall

### Board Members

Gerald Jennings	<i>Director, G.R Jennings Properties LTD (Chair)</i>
Steven Foster	<i>Director, Land Securities (Vice Chair)</i>
Councillor Robert Finnigan	<i>Morley Town Council</i>
Councillor Andrew Hutchison	<i>Morley North Ward Member</i>
Councillor Jane Senior	<i>Morley South Ward Member</i>
Jacob Sharp	<i>Office of Andrea Jenkyns MP</i>
Rachael Hutchison	<i>Morley Town Centre Manager (former)</i>
Lalit Suryawanshi	<i>Community Representative</i>
Mukesh Patel	<i>Community Representative</i>
Mark Casci	<i>West Yorkshire Chamber of Commerce</i>
Dan Merrick	<i>Community Representative</i>
Christine Hirst	<i>Community Representative</i>
Dawn Ginns	<i>Resident, Morley</i>

### Apologies

Martin Farrington	<i>Director of City Development, Leeds City Council</i>
Lorraine Coates/Ryan Kaye	<i>West Yorkshire, Cities &amp; Local Growth Unit</i>
Adam Brannen	<i>Head of Regeneration, Leeds City Council</i>
Councillor Helen Hayden	<i>Executive Member, Sustainable Development and Infrastructure</i>
Mathew Wood	<i>Morley Chamber of Trade and Commerce</i>
Helen McGrath	<i>Senior Project Manager, Leeds City Council</i>

### Attendees

Libbi Watson	<i>Career Grade Officer, Leeds City Council</i>
Miriam Browne	<i>Programmes Executive, Leeds City Council</i>
Chris Gosling	<i>Project Manager, Leeds City Council</i>
Chris Coulson	<i>Executive Manager, Leeds City Council</i>
Lee Paton	<i>Project Officer, Leeds City Council</i>
Martin Perryman	<i>Luminate</i>
James Bennett	<i>Luminate</i>
Robert Sharples	<i>Bowman Riley</i>
Craig McGregor	<i>NPS</i>

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**1.0 Introductions and apologies**

- 1.1 Apologies were noted as above. The Chair welcomed the members of the public to the Board meeting. There were 2 members of the public present at the meeting.
- 1.2 To note Jacob Sharp will be leaving the MP's office and will, therefore, no longer be attending future Board meetings.

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**2.0 Declarations of interest**

- 2.1 An updated declarations of interest register is included in the board papers. The Chair reminded board members if there are any changes to their declarations of interest to inform LW.

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**3.0 Minutes of the last meeting and matters arising**

- 3.1 The previous minutes of the January meeting were agreed to be an accurate record.
- 3.2 Regarding action 4.2, Mr Morris has informed Councillors he has sent a letter to Cllr Hayden.  
**ACTION** – HMG to confirm if the email has been received by Cllr Hayden.  
**ACTION** – Cllr Senior to get a copy of the letter Mr Morris has sent and share with the Chair of the board.
- 3.3 On the above action, Board requested a comprehensive report setting out the history and current position on the Morley Bottoms scheme. Board Members also requested that Chris Way attends the May Town Deal Board.  
**ACTION** – LW/MB to communicate the request for the report to Highways colleagues and invite Chris Way to the May board.
- 3.4 In terms of action 5.2, the Chair has provided comments to the White Rose Innovation Hub project lead on the letter of support for the planning application. The MOU has been agreed but not yet signed by all parties.
- 3.5 Referring to action 6.1.5, Ahead Partnership will not be being funded by Morley Town Deal for a third year. Ahead are seeking funding elsewhere and are in contact with Munroe K and Sterling Capitol.
- 3.6 Action 6.2.5 will be picked up in the confidential section of the meeting.
- 3.7 Regarding action 6.3.2 – **ACTION**, LW to invite Mathew Sims to future Town Centre, placemaking and culture working group meetings.
- 3.8 On action 6.3.5, **ACTION** – Cllr Hutchison to pick up the position of St Marys in the Woods church as a prospective heritage project in his working group.
- 3.9 In terms of action 8.1, the Chair of the board will approach Antonia Stowe about being a Board Member and he is already in discussion with Sam Nichols. **ACTION** - HmG to confirm the governance for appointment if they are interested.
- 3.10 All other actions from the January board meeting have been actioned.
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#### **4.0 Correspondence log and questions from the public**

- 4.1 There are 3 open FOIs on the correspondence log. **ACTION** – LW to get a response date from Chris Way.
- 4.2 No questions were submitted in advance of the meeting or raised at the meeting.

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#### **5.0 Presentation from Luminate on Morley Learning and Skills Centre**

- 5.1 Martin Perryman and Robert Sharples presented on the Morley Learning and Skills Centre, based on the RIBA stage 2 report. Visuals were included in the presentation.
- 5.2 Board had an opportunity to ask questions at the end of the presentation. From the questions asked it was confirmed that Luminate are working closely with the conservation officer. Planning and listed building consent will be submitted at the end of RIBA 3. Luminate have met with Planning and have been receiving pre-application advice in RIBA 2.
- 5.3 Course numbers were discussed, and it was confirmed that there will be further consultation undertaken by Luminate with the public and businesses on the courses available at the centre.
- 5.4 Board endorsed the recommendation for the Morley Learning and Skills Centre project to move into RIBA Stage 3 design development as approved by the Council's Programme Board on 7<sup>th</sup> March. Subject to the outcome of the internal consultation with the City Council the Board also endorsed the proposed delivery structure for the project as approved by the Council's Programme Board on 7<sup>th</sup> March.

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#### **6.0 Presentation from NPS on Morley Town Hall**

- 6.1 Craig McGregor lead architect from NPS presented on current progress on the Town Hall project.
- 6.2 Board had an opportunity to ask questions at the end of the presentation. From the questions asked it was confirmed Lettings have been informed they can take bookings for Morley Town Hall until December 2024; the building will then be closed for bookings until December 2025.
- 6.3 It was confirmed that a viable solution has been found for the sub-station. This is to be funded by Leeds City Council outside of Town Deal funding.
- 6.4 Discussion was held around the redline boundary of where the works will be undertaken in the Town Hall. Project lead emphasised areas outside of the redline boundary are not included in the agreed outputs with Towns Fund and the team needs to focus on and prioritise the areas in scope.
- 6.5 Board endorsed the recommendation for the Morley Town Hall project moving into RIBA Stage 3 design development as approved by the Council's Programme Board on 7<sup>th</sup> March.
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## 7.0 Feedback from Working Groups

### 7.1 Skills, Education and Employment

7.1.1 The working group chair provided an update on the Morley Learning and Skills Centre.

7.1.2 **ACTION** – HMG to pick up confirmation of match funding.

7.1.3 The Spring newsletter has now been produced and published; the board gave positive feedback on the newsletter. It was felt the next major item for a newsletter could be a focus on education/skills/jobs.

### 7.2 Transport, Greenspace, Health and Wellbeing

7.2.1 The Chair of the working group provided an update on progress with both the Greener and Connected and Station Gateway projects.

7.2.2 The Beryl Burton Greenway is to start the first phase of tree clearance on site in April 2024. Tree works at Churwell park have nearly been completed. Lewisham Park is nearly finished, Cllr Finnigan outlined the excellent work that has been delivered there. The acquisition of Springfield Mill Park is still to be delivered.

7.2.3 The public realm schemes are scheduled to go out to consultation in Spring. Queen Street proposals are focused at improving the footway, having more greenery, benches and shelter. At the working group meeting, concerns were raised around clutter and access issues, and the design team are looking into this.

**ACTION** – LW to share Public Realm General Agreement plans to be sent out to Board members with 1 week to comment. If there are no comments, the assumption will be made that Board have endorsed the plans.

7.2.4 **DECISION** - Board endorsed the removal of the schemes on Albion Street and Albert Road from the programme. Both schemes had key risks associated with delivering them.

7.2.5 Board requested the need for before and after images particularly on the public realm/parks. **ACTION** – HMG to pick up with LCC Comms Officer about this and how they can be presented.

7.2.6 **ACTION** – Claire Newton to gather any images Groundwork may have and share with Cllr Finnigan and the Chair of the board.

7.2.7 **ACTION** – MB/CN to continue to look at the prioritisation of schemes with cost and output information and then meet with Cllr Finnigan once undertaken.

7.2.8 **ACTION** – MB/CN to have an updated position on scheme costs and their allocation of funds at the next Board meeting.

### 7.3 Town Centre, Placemaking and Culture

7.3.1 The working group chair had nothing further to add on the Town Hall project. The success to date on the Heritage Investment Fund project was noted by Board Members.

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**8.0 AOB and confidential items**

- 8.1 The board and Chair reminded council officers of the desire for Chris Way to attend the May Town Deal Board.
- 8.2 A verbal update and subsequent discussion took place in the confidential section of the meeting.

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**9.0 Date of next meeting**

- 9.1 Tuesday 14<sup>th</sup> May 2024, 2pm-4pm, Morley Town Hall, Large Banqueting Suite
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ITEM 3

**Morley Town Deal**  
**Item 3 - Freedom of Information & General Enquiries Log**

Request	Sender	LCC Officer assigned	Date of enquiry	Status
Update on Go Wild Consultation	Kimberly Frangos - LCC Locality Officer	CM	09/06/22	Closed
My Dentist - Funding Request	Richard Tempest - DFS	MB	08/06/22	Closed
Morley Bottoms Details	Clifford Ward	DB/CW	18/06/22	Closed
Lewisham Park - Cricket Wicket	Louise Bentley	MB	23/06/22	Closed
Tender appraisal	Conception Architects	DB	21/07/22	Closed
Scatcherd Park	Stephen Wainwright	CM	21/07/22	Closed
Bench - Morley High Street	Charles George	JW	06/12/22	Closed
Working Group Request	Jill Mac	HMc/GJ	09/01/23	Closed
	Jeff Scales	HMc	01/02/23	Closed
FOI request	Lynne Foxcroft	SL	16/02/23	Closed
MNCAF6XIF (request for external spend with consultants)	FOI	HMc	13/04/23	Closed
Train Service / Access to Train Station	Denis Page	CN / WYCA	26/07/23	Closed
Case Reference: MB58PAI8Z - external contracts and declarations of interest of MTDB Members	Andrea Jenkyns MP	HMc	12/10/23	Closed
Morley pocket parks, highways and planning application	Lynne Foxcroft	HMc/GJ	06/11/23	Closed
St Mary's Church	Chris Morgan	CC	04/12/24	Closed
Morley Bottoms	Lynne Foxcroft	CW	04/01/24	Closed
Morley Bottoms	Lynne Poulter	CW	16/01/24	Closed
Morley Bottoms	Claire Greenhalgh	CW	17/01/24	Closed
Troy Road	Julie Northway	CW	04/02/24	Closed
Morley Bottoms	Stephen Kershaw	CW	26/02/24	Closed
The Sportsman Inn	Steve Hitchcock	LR	07/03/24	Closed
Expression of Interest for The New Pavilion Skills Campus - Supporting Morley's Transformation	Nawaz Elahi	SL	16/04/24	Closed
Queen St improvements letter	Stuart Lunn	CW	07/05/24	Open
Town Deal expenditure	Martin Edgerton	HMc/LW	08/05/24	Open

# Morley Town Deal Board

## Item 4 Highlight Report

Programme Sponsor:	Martin Farrington
MTDB Chair:	Gerald Jennings
Version:	FINAL
Reporting period:	12 <sup>th</sup> March – 7 <sup>th</sup> May 24
Author:	Helen McGrath / Libbi Watson
Date of Board:	14 <sup>th</sup> May 2024

### 1. RAG status update

Area	RAG status	Explanation
<b>Programme overall</b>		
Progress	AMBER	Some schemes completed in 2023. Other projects progressing into design and delivery in 2024.
Risks	AMBER	Key risks flagged below.
Issues	AMBER	Some key issues flagged below.
Budget	AMBER	Some underspend currently on projected grant profiles. Budgets reprofiled.
Resources	GREEN	All resources in place across the programme team currently.
Benefits	GREEN	Monitoring and evaluation of projected benefits ongoing.

#### Key:

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

### 2. Recommendations required from Morley Town Deal Board

- To note ongoing progress with each of the projects.
- To support the recommendation to significantly descope or remove the New Pavillion junction scheme from the Greener and Connected project. It is proposed that the funding will be allocated

to the remaining public realm schemes to ensure good quality, affordable schemes in line with current design development and to provide robust maintenance budgets. Any underused funding, not required to deliver the public realm outputs will be reallocated across the programme where there are known affordability gaps, subject to value for money assessments and agreement with Towns Fund.

- To endorse the approach on the General Arrangement drawing for Queen Street North Greener and Connected public realm scheme (phase 2) which is subject to further targeted consultation as part of design review and approval.
- To endorse the extension of the initial boundary of the Heritage Investment grant fund with a review of this new boundary again in six months (November 2024).
- To support progressing the listed bank buildings as potential options for the Heritage Investment Fund flexible funding pot.

### **3. Programme Management**

#### **Comms and stakeholder engagement**

- Consultations are still being planned for Spring/Summer 2024 for the remainder of projects. The Inclusive Design Panel is continuing to be updated and engaged with as projects progress through relevant design stages. The next Inclusive Design Panel meeting took place on 8 May to review the designs for the Learning and Skills Centre project.
- Consultations are currently live on commonplace for the greenspaces, Springfield Mill Park, Scatcherd Park and Scarth Gardens. The consultation will be open for 4 weeks until start of June. In person consultation sessions will also be taking place in each of the parks. Cottingley, Beryl Burton and Bruntcliffe greenspaces will all be launched for consultation week commencing 13 May.
- On 2<sup>nd</sup> May the White Rose Shopping Centre Community Awards recognised Morley Town Deal Leeds City Council officers, partners (Ahead Partnership and Munroe K) and the Chair of the Morley Town Deal Board for their contributions to the South Leeds community.
- The annual Towns Fund conference is being held on 25 June in Wolverhampton and Council officers as well as the Morley Town Deal Board Chair will be in attendance. Feedback will be provided to the July Town Deal Board.

#### **Monitoring and evaluation**

- Monitoring and evaluation outputs and outcomes have been updated for each project, with the support of Mott Macdonald. The data is for October to March 2024 and will be included in the next DLUHC Towns Fund return.
- The DLUHC Towns Fund 6 monthly return is in the process of being completed and will be circulated to Morley Town Deal Board members by email for review and approval. The submission deadline is 28 May 2024.
- There has been an update to the project adjustment request (PAR) guidance as of April 2024 and the role of the MP and Town Deal Board. For non-delegated (standard) PARs that require DLUHC approval, we must obtain a brief letter of support for the changes from the local MP. This should be sent to DLUHC as an attachment alongside the PAR form. Where we are not able to secure a

letter of support from the local MP, the PAR should still be submitted with a short explanation of why this is not possible.

- The expected PARs for Greener and Connected/Station Development and Morley Town Hall are expected to be delegated (under 30% threshold) and therefore only need Town Deal Board approval, on which the MPs office sits.

#### 4. Project updates

##### 4.1 Heritage Investment Programme

###### Progress in this reporting period

- Planning has been approved for two properties for shopfront refurbishment on Queen Street. Expect the first grant applications to be received for a decision in the coming months.
- Direct contact has either been made or attempted with the majority of heritage-positive properties within the initial area of focus.
- A review of initial grant uptake has taken place, and it is proposed to extend the initial boundary from Morley Bottoms to Morley Town Hall. A map of the proposed boundary extension is attached at **Appendix 1** for Board members to approve.
- Leeds City Council have received the final document of the Shopfront Design and Maintenance Guide and Conservation Area Appraisal and Management Plan. This is to be taken to the Council's Planning Board for approval to be published.
- In terms of the heritage investment flexible fund, architects are continuing to assess options for St Mary's in the Wood burnt-out church site.
- The Heritage Officer is also progressing further options for the fund including four listed bank buildings surrounding the Town Hall and Albion Chambers. Board are asked to support progressing the listed bank buildings as potential options for the Heritage Investment Fund flexible funding pot (£275k).

###### Activities planned for the next reporting period

- Processing of first grant applications, drafting of grant agreements, and securing approval to enter into agreement prior to works commencement.
- Continuing to assist property owners with scope of works and tendering for architects.
- Assessing proposals for the flexible fund options.
- The Shopfront Design and Maintenance Guide and Conservation Area Appraisal and Management Plan approval at Planning Board.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Stakeholder engagement with shop owners and businesses	Ongoing		Open		LCC
Review of grant uptake	April 24	Nov 24	Open	Proposal to extend boundary	LCC

CAAMP and D&M Guide approval	May 24		Open		LCC
Expected first grant agreements	July 24		Open		LCC/Property owners
Review of extended boundary	Sept 24		Open		LCC

#### 4.1 Morley Learning and Skills Centre

##### Progress in this reporting period

- The design team (Bowman Riley) appointed by Luminate are currently at an advanced stage in the development of the RIBA Stage 3 designs. The latest indicative programme is included in the milestones table below.
- Luminate has advised that the RIBA Stage 3 Report has been completed and will be shared with the Council on 9 May. The project team have requested a design/project programme, risk register, schedule of surveys undertaken, a summary of their findings, a condition report on the building, cost report, heritage statement and detail as to how access issues are to be addressed.
- The design team has consulted with the Council's Access Officer and Senior Conservation Officer throughout the development of Stage 3. A consultation session is scheduled to be undertaken with the Morley Town Deal Inclusive Design Panel on 8 May.
- The Heads of Terms for the Agreement for Lease and Lease are in preparation. The Heads of Terms will include reference to the funding contribution by both parties to the delivery of the project.

##### Activities planned for the next reporting period

- The Design Team are currently preparing the Statement of Significance within the Heritage Statement as part of the planning process.
- Stage 3 design proposals to be progressed and completed by late May 2024.
- Approval of the procurement strategy for the appointment of a contractor to undertake the works.
- Finalise the proposals for the project delivery structure between parties.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Grant Funding Agreement Completed	June 23		Closed		LCC
Surveys to inform design development	July/August 23	May 24	Open		LCC/Tenant
RIBA Stage 2 Completion	Jan 24	Feb 24	Open		Tenant/LCC
RIBA Stage 3 Completion	Apr 24	Apr 24	Open		Tenant/LCC

Submit Planning and Listed Building Application / Consultation undertaken	May 24		Open		Tenant
Secure Planning and Listed Building Consent	Aug 24		Open		Tenant
Tender period	Aug 24 – Jan 25		Open		LCC
Contractor appointed	Jan 25		Open		LCC
Start on site	Jan 25		Open		Contractor
Handover and completion of works (including fit out)	Nov 25		Open		Contractor

## 4.2 Morley Town Hall

### Progress in this reporting period

- **RIBA Stage 3 designs.** Work has now commenced and is being actively progressed by NPS. Positive progress is being made and active engagement is taking place with key stakeholders to ensure the suitability of the design proposals. A mid-RIBA stage 3 project cost review is scheduled for mid-May.
- **Surveys.** All outstanding survey requirements have been commissioned and are in traction. Critical to the RIBA 3 design progression are the electrical surveys to be completed by LBS.
- **Decant.** Ongoing liaison with Asset Management team to determine the relocation requirements for the displaced teams and services when construction starts.
- **Sub-station.** Northern Power Grid have verbally confirmed a suitable solution and a formal written quote is awaited. Meeting held on-site with LBS, NPS and Conservation to confirm design parameters.
- **Decarbonisation.** The team continue to work with the decarbonisation project team on any project issues.

### Activities planned for the next reporting period

- Meeting with Historic England scheduled.
- Theatre Consultant to be appointed.
- Further engagement on the catering proposals (moving to design freeze), engagement with the 'end user' on interior design philosophy.
- Completion of all surveys.
- Progression on mid-RIBA 3 cost update.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
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RIBA stage 3 (developed design) commence including planning and listed building consent	March 2024	March 2024	Open		NPS/LCC
Mid-RIBA Stage 3 cost plan review	May 2024		Open		NPS/LCC
Completion of RIBA Stage 3	June 2024		Open		
Design Freeze	June 2024		Open		
Pre-planning public consultation	Early June 2024				
Planning application submitted	Late June 2024		Open		NPS/LCC
RIBA stage 4 commence (technical design, tender action)	Mid-June 2024		Open		NPS/LCC
Design sign-off/consultation	October 2024		Open		NPS/LCC
Planning determination	Late Sept 2024		Open		NPS/LCC
Tender period	Nov to Dec 2024		Open		NPS/LCC
Contractor appointed	Late Dec 2024 / Early Jan 2024		Open		NPS/LCC
Start on site	January 2025		Open		Contractor
Handover and completion	February 2026		Open		Contractor

### **4.3 White Rose Innovation Hub**

#### **Progress in this reporting period**

- Munroe K and the Local Planning Authority are working through minor planning amendments in order to obtain planning approval by the end of the month.
- LCC have completed the grant calculation (based on indicative costs/revenue forecast) and have largely completed the subsidy assessment.

#### **Activities planned for the next reporting period**

- Final grant application details provided (match funding, operating approach, scope, procurement, costs)
- Planning approval signed off.



- Munroe K to provide a programme for delivery of the building working back from delivery completion in February 2026.
- Tender and procurement of the main contractor which will be above the public procurement threshold, and likely take 3-6 months.
- Further clarity needed on the availability of match funding for the scheme as a large viability gap.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Final grant application details	End of Feb 24	Dec 24 TBC	Open		LCC/Munroe K
Planning application submitted	November 23		Closed		Munroe K
Planning determination	May 24		Open		LCC
Preparation of tender and spec	July 24		Open		Munroe K
Tender period	July – Dec 24		Open		Munroe K
Contractor appointed and lead in	Dec 24		Open		Munroe K
Start on site	March 25		Open		Contractor
Handover and completion	Feb 26		Open		Contractor

#### **4.4 Greener & Connected and Station Gateway**

##### **Greenspaces**

- **Lewisham** – The works are almost completed apart from the cricket wicket, MUGA and some minor works to the access road. These will be completed over the summer months. A verbal update will be provided on Lewisham Community Centre.
- **Churwell** – Tree works have been completed. The path works are due to commence at some point in the next couple of months. The remaining works will start in September.
- **Springfield Mill** – LCC are still progressing with the acquisition of the park with Parks and Countryside. Aiming to acquire in Autumn 2024. Consultation has been scheduled for May 2024 and is now live.
- **Scarth Gardens** - Consultation is planned for May 2024 and is now live.
- **Scatcherd** - Consultation is planned for May 2024 and is now live.
- **Cottingley** – More design work has been completed on the junior and teen area. These proposals will be used for the consultation exercise planned for mid-May. A funding bid has been submitted to Veolia for further match funding, bid outcome expected on 5th June.
- **Beryl Burton** – Groundwork have produced an updated design to incorporate more of the existing layout and reduce the amount of low-level planting. Consultation is planned for mid-May.

- **Bruntcliffe** – Consultation (online only) is planned for mid-May. A further session will be undertaken with the nearby Victoria Primary School.
- **Planting** - Leeds City Council are continuing to work with the White Rose Forest to explore funding opportunities. Currently working with two private landowners who are undertaking large quantities of tree planting. There is expectation that this tree planting can contribute towards the required output of 27,000 trees.
- An updated programme for delivery of all the parks and greenspaces is attached at **Appendix 2**.

### **Beryl Burton Greenway**

- Clearance works on phase 1 have now been completed with positive feedback received from relevant landowners.
- Funding agreements still being drafted between all parties.
- The Basic Asset Protection Agreement (BAPA) between Network Rail and LCC is currently with Legal for review and comment.
- LCC are working the Public Rights of Way team to draft agreements for affected landowners.

### **Highways/active travel**

- Revised designs for Commercial Street currently being finalised, awaiting costs from the contractor. Subject to contractor availability, potential start on site in August.

### **Public realm**

#### **Phase 1 schemes**

- Targeted letter drop consultation for Queen Street ped and Station Road planned for early May. Dependant on the outcome from this, some further minor amendments to the proposals may be required. Full RIBA 4 design review then to be completed.
- Traffic Regulation Orders to be approved at Highways Board in July with a view to them being in place by September. Tender to be issued for phase 1 schemes using the existing Highways intermediate framework.
- A verbal update will be provided on the potential descope or removal of the New Pavillion junction scheme.

#### **Phase 2 schemes**

- The town square scheme was presented to the Bus Operators Group on 24 April 2024. Public consultation is being planned and the project team are planning to undertake consultation of both Town Square and Queen St North at the same time.
- Contact has been made with the owners of the land at Windsor Court (Morrisons and an Investment Company managed through Savills). The response has been positive and supportive of the proposals.
- If the estimated date for consultation completes in early August 2024 this will mean that RIBA 2 will complete the end of November 2024.
- Board are asked to endorse the approach on the General Arrangement drawings for Queen Street North which is subject to further targeted consultation as part of design review and approval. The drawings are attached at **Appendix 3**.
- An updated programme for delivery of all the public realm schemes is attached at **Appendix 4**.

## Activities planned for the next reporting period

- Ongoing design development on schemes.
- Prepare for public consultation on remaining schemes.
- Prepare procurement documents for public realm contractor procurement.
- Complete all necessary agreements and approvals for the Greenway to start on site.

## 5. Risk register

Project	Risk description	Risk rating	Action/mitigations required	Owner
ALL	Cost inflation of wider supply chain and economic downturn leads to delays and cost increases.	Very High	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 and match funding envelope does not meet all the objectives and deliver all outputs/outcomes.	Very 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. Looking at all match funding opportunities and flexibility of moving grant funding allocation between projects.	LCC
ALL	Land acquisition/access - risk relating to the ability of the Council and partners to acquire/access land required to deliver schemes which risks project delivery.	High	Early engagement to be undertaken with landowners and alternative delivery and contingency plans identified where land cannot be acquired/accessed.	LCC
Heritage investment	Building owners' ability to provide match funding leads to funding withdrawal.	Medium	Grants will be offered to building owners based on application. Risk is then transferred in terms of project delivery.	LCC
Heritage schemes	Volatile market conditions coupled with complication / lack of appetite for specialised works results in risk of tender price inflation and / or lack of interest in delivering the scheme.	High	Early engagement with suppliers to understand timeframes and difficulties with supply chain. Identify where procurement packages could be joint together.	LCC

White Rose Innovation Hub	Match funding risk on White Rose innovation Hub leaving a project viability gap	High	LCC continue to liaise with Munroe K on match funding opportunities and a grant agreement will not be signed without confirmation. Also exploring contingency options for grant funding.	Munroe K
White Rose Innovation Hub / Town Hall / Skills Centre	Planning consents not granted on time leading to delays and not achieving grant funding deadline	High	LCC/Partners continue to liaise with the Local Planning Authority to ensure planning consents are achieved as quickly as possible. Contingency is being built into delivery programmes where at critical path.	LCC/Partners
Greener and Connected / Station Development	Disruption to the town centre and station area and risk that development will have adverse impact on Morley during development stage leading to disruption and negative feedback.	High	Speak with potential contractors to understand disruption that any construction will cause and engage with highways to try mitigate disruption. Resources to be identified within the team to manage pre-construction and onsite comms with contractors. Use learning from Connecting Leeds and P4G phasing approach.	LCC / Contractors
Greener and Connected	Increase in scheme costs for the public realm construction work as part of the tender process.	High	NPS reviewing costs prior to tender. Removal of New Pavillion scheme will provide increased contingency on remaining public realm schemes.	LCC/NPS

## 6. Finance update

- Note spend to date of £3.14m to end of March 2024. Future years adjusted cashflow projected spend £9.4m up to end of March 25 and £11.8m up to the end of 2025/26. Match funding secured to date £1.8m. Pressures on some project budgets mainly Town Hall.
- With slow spend and delivery the cashflow of projected spend is difficult and is subject to change each quarter. DLUHC are regularly informed of any changes to cashflow and do not require project adjustments.
- Following a national exercise on underspend across the Town Deals fund, there has been an update on 24/25 performance payments confirmed.
- Following the conclusion of the latest Towns Fund performance reviews (December 2023), projects that have spent less than 75% of their grants to date will receive a partial 50% payment in Q1 of the 2024/25 financial year. Towns Fund will then make a further payment later in the financial year following performance reviews of the next monitoring return (May 2024). This is a change in how Towns Fund release funding and is not a reduction to the overall Town Deal envelopes.

Project	Towns Fund Grant allocation (£)	Match funding secured to date (public and private) (£)	Match funding unsecured to date (£)	Total budget allocation (£)	Total spend to date (March 24) (£)	24/25 forecasted grant spend (£)	25/26 forecasted spend (£)
Heritage Investment Programme	£1,700,000	£0	£287,500	£2,074,076	£113,527.2	£796,000	£790,473
Greener & Connected	£9,900,000	£863,836	£436,164	£11,200,000	£2,023,366.50	£4,100,000	£3,776,634

Station Gateway	£2,400,000	£461,000	£0	£2,861,000	£90,219.40	£1,209,700	£1,100,081
White Rose Innovation Hub	£1,900,000	£0	£3.1m	£5,000,000	£33,986.5	£366,013.50	£1,500,000
Adult Learning & Skills Centre	£4,500,000	£0	£700,000	£5,200,000	£599,613.7	£2,000,000	£1,900,386
Morley Town Hall	£3,900,000	£457,000	£0	£4,357,000	£287,024.4	£913,000	£2,699,976
<b>Totals</b>	<b>£24,300,000</b>	<b>£1,781,836</b>	<b>£4,523,664</b>	<b>£30,692,076</b>	<b>£3,147,737.70</b>	<b>£9,384,713.50</b>	<b>£11,767,548.80</b>

# APPENDIX 1A

**Appendix 1: Boundary of proposed initial area of focus**



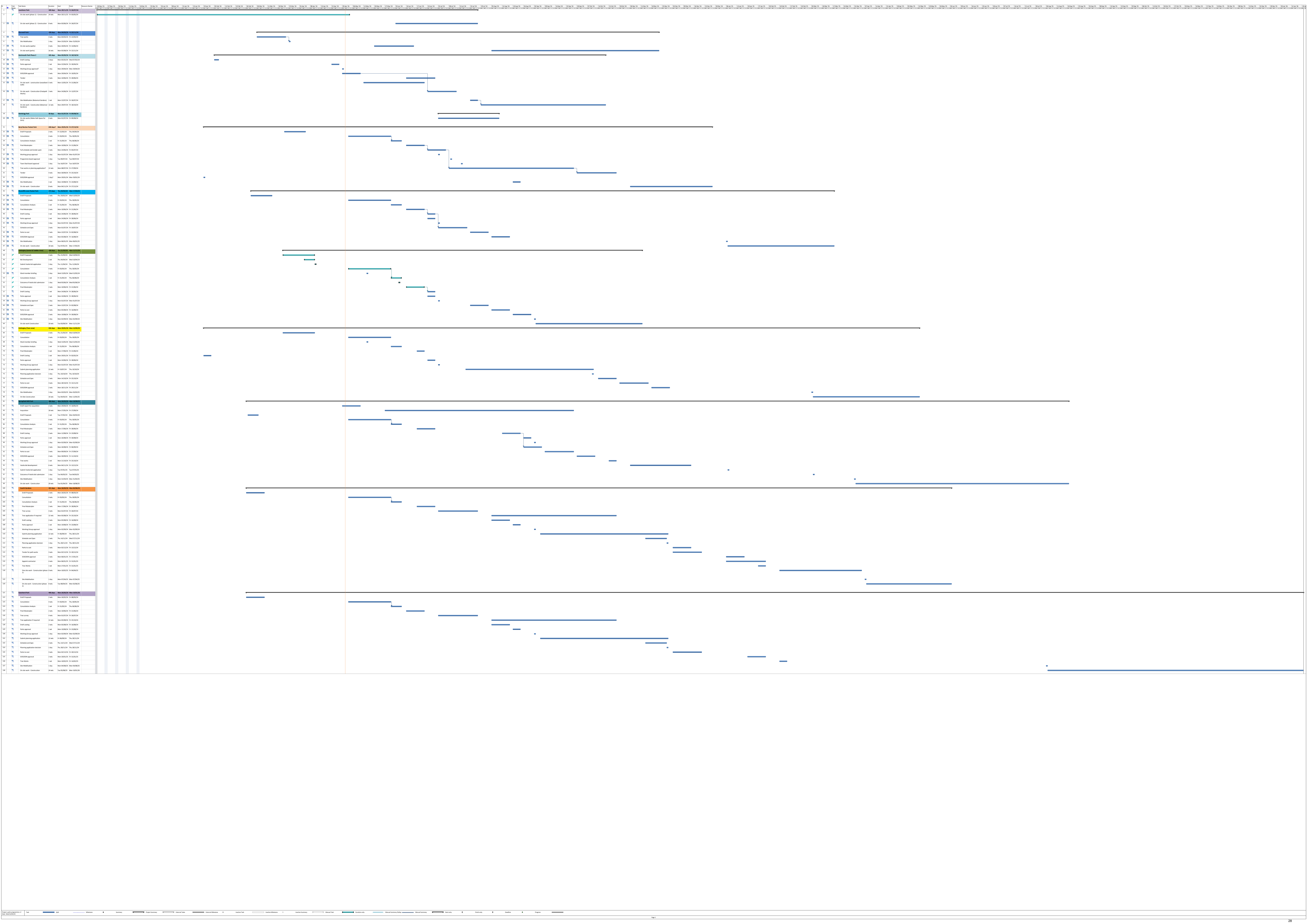


# APPENDIX 1B

**Appendix 1: Boundary of extended area of focus**



# APPENDIX 2



# APPENDIX 3

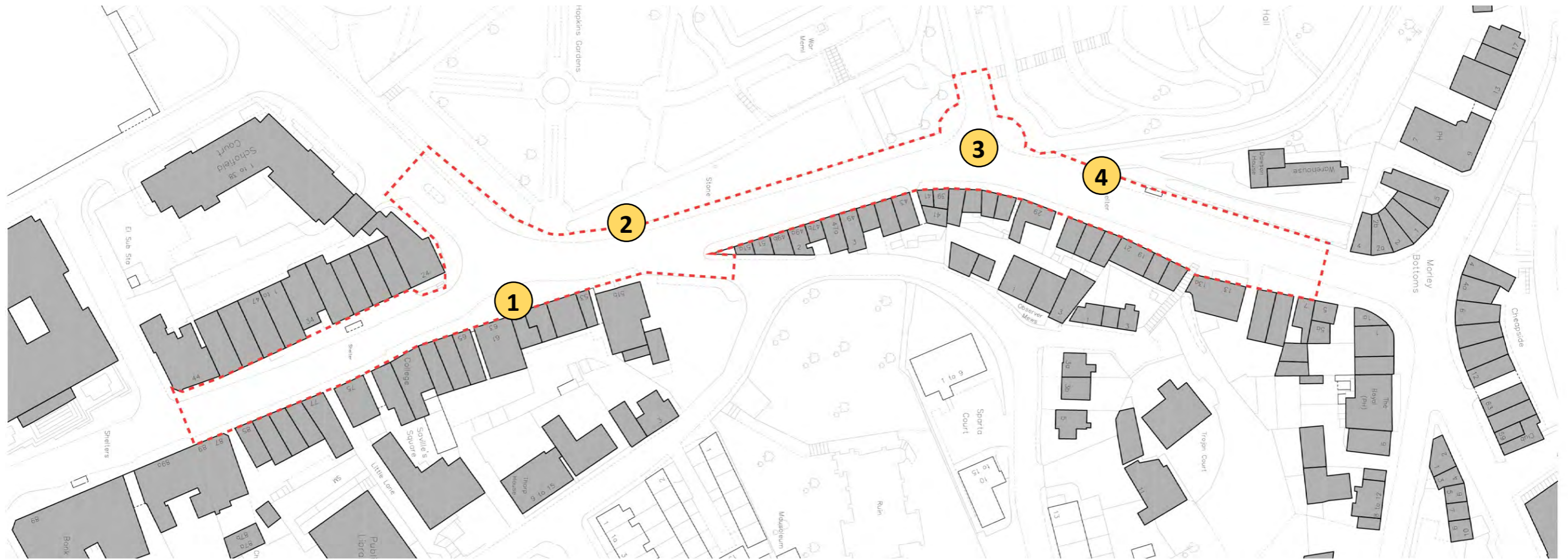


## Queen Street North, Morley Design Development

RF21-902-WP12

March 2024

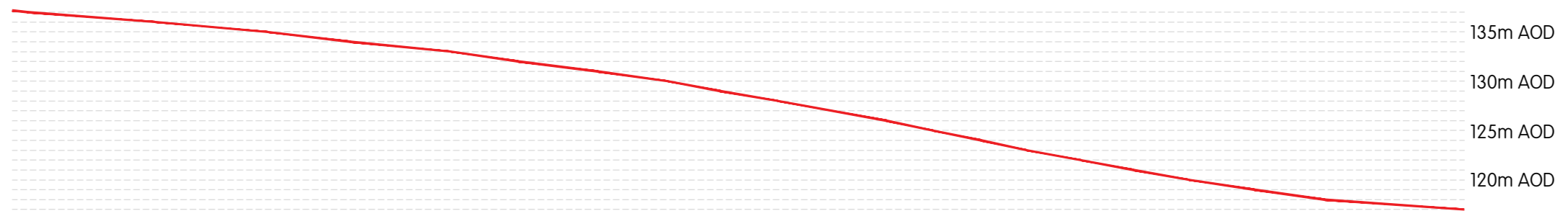
# 01 Queen Street North Existing Context



# 01 Queen Street North Existing Context

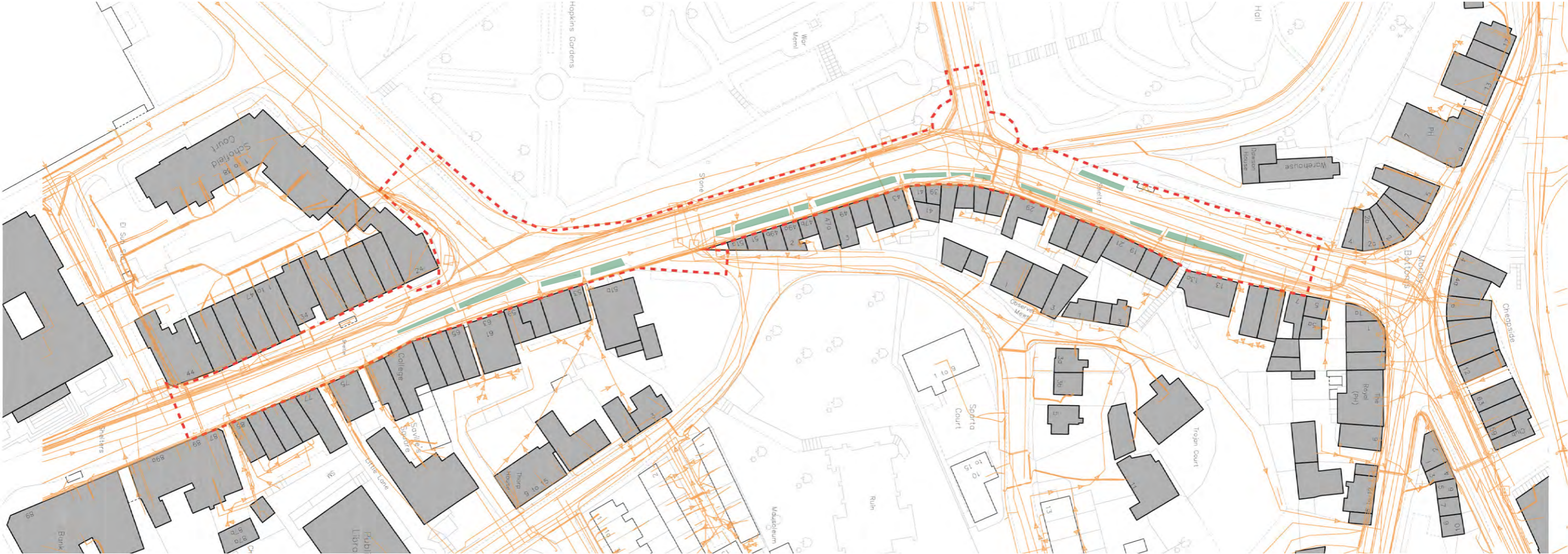


## LEVELS





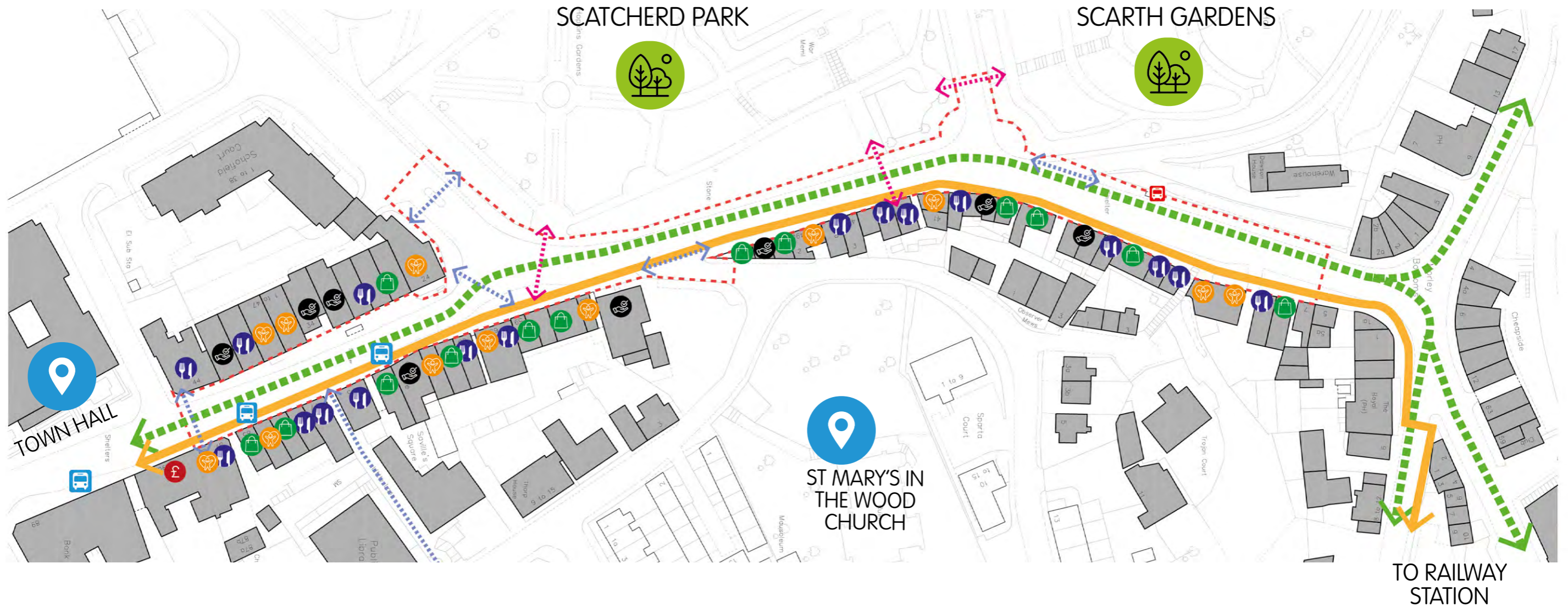
# 01 Queen Street North Existing Context



## UTILITIES

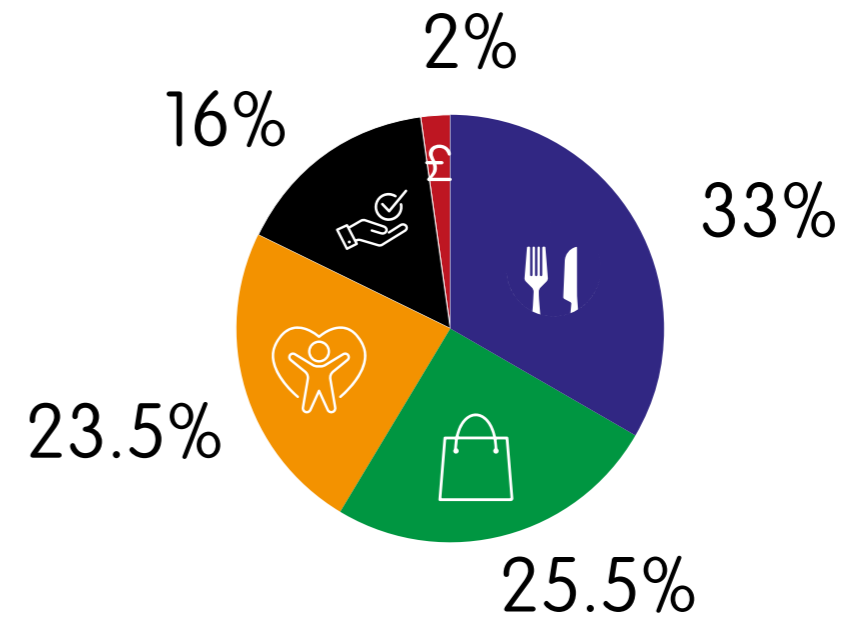
- Existing utilities
- Potential tree planting areas

01 Queen Street North  
Existing Context

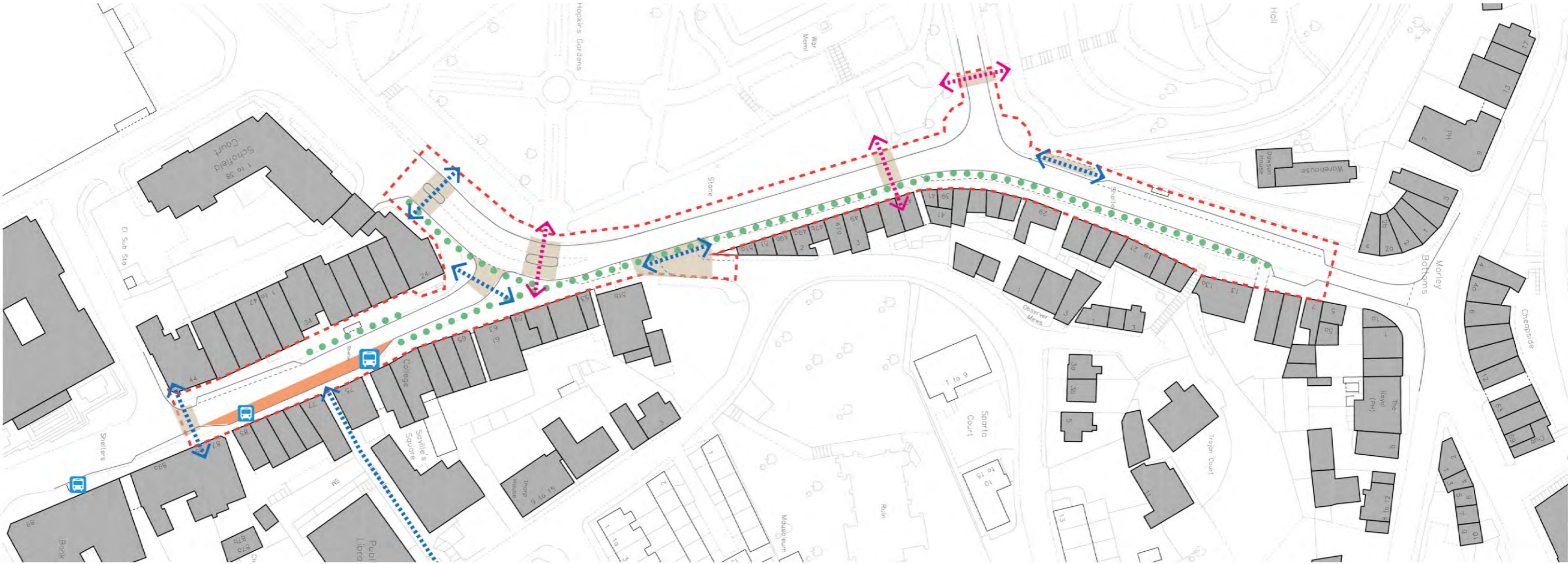


CONNECTIONS & USES







- Railway station-town centre pedestrian route
- On-street advisory cycle route
- Existing pedestrian crossings to be improved
- Proposed new pedestrian crossings
- Existing bus stop to be retained and improved
- Disused bus stop to be removed
- Restaurants, bars & takeaways
- Retail
- Health, well-being and beauty
- Professional services / offices
- Banks
- Parks and gardens
- Site of local interest



# 02 Queen Street North Emerging proposals



## CONCEPT DIAGRAM

-  Existing pedestrian crossings to be improved
-  Proposed new pedestrian crossings
-  Existing bus stop to be retained and improved
-  Reconfigured bus lay-by
-  Improved pedestrian route
-  Indicative new road layout

## 02 Queen Street North Emerging proposals



1. Morley Bottoms (to be retained as existing)

2. Widened footpath

3. External seating/dining areas

4. Parking spaces

5. New/improved pedestrian crossings

6. Improved secondary entrance and delivery points

7. Improved bus stops

8. New green infrastructure

02 Queen Street North  
Emerging proposals



02 Queen Street North  
Emerging proposals



Department, Leeds Dock, Leeds

T 0113 2454695

Beehive Mills, Jersey Street, Manchester

T 0161 397 4953

5 Rose Street, Edinburgh

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# APPENDIX 4



ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	2024												2025											
							Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1		Greener and Connected Programme Plan Modelling (451144) v0.4	478 days?	Tue 21/11/23	Thu 18/09/25																									
2		New Pavillion Junction (Construction Value (cv) £1.13m)	298 days?	Mon 01/01/24	Wed 19/02/25																									
3		RIBA Stage 4 - Technical Design	1 day	Mon 01/01/24	Mon 01/01/24																									
4		RIBA 4 Design Received	0 days	Wed 19/06/24	Wed 19/06/24																									
5		RIBA 4 Design Complete	0 days	Thu 27/06/24	Thu 27/06/24																									
6		TRO Approval Process	86 days	Thu 23/05/24	Thu 19/09/24																									
7		Task Order Issued To Contractor	0 days	Thu 31/10/24	Thu 31/10/24	6																								
8		Approval To Appoint????																												
9		RIBA Stage 5 - Construction (TBC)	60 days	Thu 28/11/24	Wed 19/02/25																									
10		RIBA Stage 6 - Handover and Close out (TBC)																												
11																														
12		Queens Street Ped (cv £344k)	298 days	Mon 01/01/24	Wed 19/02/25																									
13		RIBA Stage 4 - Technical Design	1 day	Mon 01/01/24	Mon 01/01/24																									
14		RIBA 4 Design Received	0 days	Wed 19/06/24	Wed 19/06/24																									
15		RIBA 4 Design Complete	0 days	Thu 27/06/24	Thu 27/06/24																									
16		TRO Approval Process	86 days	Thu 23/05/24	Thu 19/09/24																									
17		Task Order Issued To Contractor	0 days	Thu 31/10/24	Thu 31/10/24																									
18		Approval To Appoint????																												
19		RIBA Stage 5 - Construction	60 days	Thu 28/11/24	Wed 19/02/25	17FS+20 days																								
20		RIBA Stage 6 - Handover and Close out (TBC)	0 days	Wed 19/02/25	Wed 19/02/25	19																								
21																														
22		Station Road (cv £2m including Queen St North) (Station Gateway)	298 days?	Mon 01/01/24	Wed 19/02/25																									
31																														
32		Queen Street North (see Station Rd) (Station Gateway)	282 days?	Tue 07/05/24	Wed 04/06/25																									
33		RIBA Stage 3 - Spatial Coordination	148 days	Tue 07/05/24	Thu 28/11/24																									
34		Programme Board/MTD Approval of Stage 3 Design	0 days	Tue 07/05/24	Tue 07/05/24																									
35		Revised GA (with Highways approval)	0 days	Fri 31/05/24	Fri 31/05/24																									
36		Public Consultation Complete	0 days	Thu 01/08/24	Thu 01/08/24																									
37		Targeted Consultation Complete	0 days	Mon 01/07/24	Mon 01/07/24																									
38		RIBA 3 Design Received	0 days	Thu 29/08/24	Thu 29/08/24																									
39		LCC RIBA 3 Review and Approval	15 days	Thu 29/08/24	Wed 18/09/24	38																								
40		TRO Approval Process (TBC)	86 days	Thu 01/08/24	Thu 28/11/24																									
41		Target RIBA 3 Complete (TBC)	0 days	Thu 28/11/24	Thu 28/11/24																									
42		RIBA Stage 4 - Technical Design	125 days	Thu 19/09/24	Wed 12/03/25																									
43		RIBA 4 Duration	40 days	Thu 19/09/24	Wed 13/11/24	39																								
44		RIBA 4 Design Recieved	0 days	Wed 13/11/24	Wed 13/11/24	43																								
45		LCC End Stage Review (CD Project Manager)	3 days	Thu 14/11/24	Mon 18/11/24	44																								
46		NPS Technical/QS check	5 days	Tue 19/11/24	Mon 25/11/24	45																								
47		Design Team Clarification Response	5 days	Tue 26/11/24	Mon 02/12/24	46																								
48		Design Team Clarification Response Review	1 day	Tue 03/12/24	Tue 03/12/24	47																								
49		LCC Project Managers Gateway 3 Recommendation	1 day	Wed 04/12/24	Wed 04/12/24	48																								

Project: Programme Plan Modelling Date: Fri 03/05/24	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only			
	Summary		Inactive Task		Duration-only		Finish-only			



