

Morley Town Deal Board

Agenda

Tuesday 16th July

14.00 – 16.00

Large Banqueting Suite, Morley Town Hall

No	Item	Owner	Time	Paper
1	Welcome, apologies and membership changes	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	14:20	Item 3
5	Questions from public (if sent in advance)	Chair	14:25	Item 3
6	Presentation from Ahead Partnership on Y2 outputs	Ahead Partnership	14:30	Verbal
7	Programme wide review	Miriam Browne	14:50	Slides
8	Spotlight on Heritage Investment Programme	Liam Riley	15:10	
9	Feedback from Town Deal Board working groups: <ul style="list-style-type: none"> - Skills, Education & Employment - Transport, Greenspaces, Health & Wellbeing - Town centre, Placemaking & Culture 	Chair/ Vice Chair of working groups	15:30	Verbal
10	AOB	ALL	15:55	
11	Confidential items (public exempt) <p>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</p>	LCC Officers		

	disclosing this information at this point in time. It is therefore considered that this 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.			
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Date of next meeting – 17 September 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 Jane Senior - Morley South ward member
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

Apologies

Martin Farrington – Director of City Development, Leeds City Council
Councillor Helen Hayden – Executive Member
Mukesh Patel - Community representative

Invited attendees

Adam Brannen – Head of Regeneration
Helen McGrath – Senior Project Manager, Leeds City Council
Libbi Watson - Career Grade Officer, Leeds City Council
Miriam Browne – Programme Executive, Leeds City Council
Chris Gosling – Project Manager, Leeds City Council
Chris Coulson – Executive Manager, Leeds City Council
Ryan Kaye, Area Lead – West Yorkshire, Cities & Local Growth Unit

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 January 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. Presentation on Growing Talent Morley programme

6.1. Ahead Partnership to present an update on Year 2 activities.

7. Programme wide review presentation

7.1. Leeds City Council to present an update on a programme wide review.

8. Spotlight on heritage investment programme

8.1. Project lead to present update on heritage investment programme, including shopfront grant scheme and flexible funding pot.

9. Feedback from Town Deal Board working groups

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

10. Any Other Business

11. Confidential / exempt items under the agenda

11.1. 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
Gerald Jennings	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	
Councillor Jane Senior	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	
Councillor Robert Finnigan	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	
Councillor Helen Hayden	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	
Dawn Gims	Community representative	None	None	None	None	None	None	None	None	Jan-23	
Steven Foster	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	
Rachael Hutchison	Private sector representative	Directorship Faelsafe Electrical Ltd	none	None	None	None	None	None	None	Dec-23	
Lalit Suryawanshi	Community representative	-Co-founder and CTO -Director of Itchohealth 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	Dec-23	
Mukesh Patel	Community representative	None	None	None	None	None	None	None	None	Dec-23	
Christine Hirst	Community representative	None	None	None	None	None	None	None	None	Dec-23	
Dan Merrick	Community representative	None	None	None	None	None	None	None	None	Dec-23	
Mark Casd	Business representative	None	None	None	None	None	None	None	None		
Martin Farrington	Director of City Development, Leeds City Council representative	None	none	None	None	None	None	None	Council's main declaration of interest process.	Dec-23	
Matthew Wood	Business representative	Director at Inspired Design Kitchens	none	None	None	None	None	None	None	Dec-23	

Item 2 Morley Town Deal Board

Final Minutes

Tuesday 14th May 2024

14:00 – 16:00

Large Banqueting Suite, Morley Town Hall

Board Members

Gerald Jennings (GJ)	<i>Director, G.R Jennings Properties LTD (Chair)</i>
Steven Foster (SF)	<i>Director, Land Securities (Vice Chair)</i>
Councillor Robert Finnigan (RF)	<i>Morley Town Council</i>
Councillor Jane Senior (JS)	<i>Morley South Ward Member</i>
Rachael Hutchison (RH)	<i>Co-opted Member</i>
Lalit Suryawanshi (LS)	<i>Community Representative</i>
Mukesh Patel (MP)	<i>Community Representative</i>
Mark Casci (MC)	<i>West Yorkshire Chamber of Commerce</i>
Dan Merrick (DM)	<i>Community Representative</i>
Mathew Wood (MW)	<i>Morley Chamber of Trade and Commerce</i>
Martin Farrington (MF)	<i>Director of City Development, Leeds City Council</i>
Alex Giles (AG)	<i>MP's office representative</i>

Apologies

Councillor Helen Hayden	<i>Executive Member, Sustainable Development and Infrastructure</i>
Dawn Ginns	<i>Resident, Morley</i>
Christine Hirst	<i>Community Representative</i>

Attendees

Libbi Watson (LW)	<i>Career Grade Officer, Leeds City Council</i>
Miriam Browne (MB)	<i>Programmes Executive, Leeds City Council</i>
Helen McGrath (HM)	<i>Senior Project Manager, Leeds City Council</i>
Claire Newton (CN)	<i>Senior Project Officer, Leeds City Council</i>
Liam Riley (LR)	<i>Heritage Officer, Leeds City Council</i>
Eden Clayton /Ryan Kaye (RK)	<i>West Yorkshire, Cities & Local Growth Unit</i>
Andrew Hutchison (AH)	

1.0 Introductions, apologies and membership

- 1.1 Apologies were noted as above. The Chair welcomed the members of the public to the Board meeting. There were 4 members of the public present at the meeting.

Andrew Hutchison has now stepped down from being a Councillor. Board noted thanks for his contribution, effort, and commitment to the Town Deal Board and leading the Town Centre, Placemaking and Culture working group.

1.2 Dan Merrick will be the new Chair of the Town Centre, Placemaking and Culture working group. Gerald Jennings to support/attend this working group.

1.3 In terms of other Board membership changes Cllr Senior will remain as Morley South Ward rep and Cllr Finnigan will now be the Morley North Ward rep. The Town Council are currently undertaking nominations for the new Town Council representative who will attend the July Board meeting once confirmed.

2.0 Declarations of interest

2.1 A 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.

3.0 Minutes of the last meeting and matters arising

3.1 The previous minutes of the March meeting were agreed to be an accurate record.

3.2 Regarding action 3.3, a report on Morley Bottoms is currently being produced by the Council's Highways and Transportation department. The report will be shared with the Director of City Development and Cllr Hayden for review. The Board requested that the report to be received within a fortnight. **Action** – MF to liaise with Chris Way for a timetable on the final report being shared and to feed this back to the board. The Board to receive the report by email asap.

3.3 **Action** – The Morley Bottoms report will be circulated to board members via email once finalised.

3.4 **Action** – MB/CN to follow up with Chris Way on the surveys and monitoring of Corporation Street and an update to be provided to Cllr Finnigan as this is still outstanding.

3.5 The Chair reminded all board members that, while funded by the Town Deal and concerns have been expressed over the work carried out, Morley Bottoms is now a Leeds City Council highways maintenance issue and not an item for future Town Deal Board business.

3.6 Regarding action 3.9, the Chair has been in discussion with Sam Nicholls at Music Local, who has experience in arts and venues and would be valuable as a Board member. **Action** – GJ to invite Sam Nicholls to a future Board meeting.

4.0 Correspondence log and questions from the public

4.1 No questions were submitted in advance of the meeting or raised at the meeting.

4.2 All open correspondence matters have been dealt with.

5.0 Spotlight on Greener and Connected/Station Gateway

- 5.1 MB/CN presented an update on the current position of the Greener and Connected and Station Gateway review of outputs and budget.
- 5.2 **Action** – MB/CN to have final version of reviewed outputs and budget adjustments for July Board in preparation for the processing of a project adjustment form if required.
- 5.3 Discussions are ongoing with Sterling Capitol regarding opportunities for tree planting at Capitol Park, potentially funded via White Rose Forest.
- 5.4 It was noted that there has been a saving to the programme through the removal/rescoping of Healthy Streets, Albion Street and Albert Road projects. This has resulted in an allocation to the Town Hall project, subject to any project adjustment process and a proportion of the budget will be used for other interventions within Greener and Connected, such as commuted sums for maintenance.
- 5.5 It was noted that Bilberry Bank has come in under budget and has received match funding from Network Rail. Network Rail have agreed that the remaining funding can be spread across the other Active Travel schemes, Station Steps and Wayfinding.

6.0 Feedback from Working Groups

6.1 Skills, Education and Employment

- 6.1.1 The Chair provided an update on the Morley Learning and Skills Centre and White Rose Innovation Hub projects.
- 6.1.2 For the Learning and Skills Centre, the draft Heads of Terms are with Luminare for review. Luminare are on track with the programme and design element. Board was made aware that Luminare are working at risk leading up to the submission of the planning application and listed building consent. Recent project consultation has also been undertaken with the Inclusive Design Panel
- 6.1.3 On the Innovation Hub project, Munroe K are currently working through the final details required on the planning application, which should receive delegated decision approval no later than by the end of June.
- 6.1.4 Munroe K are updating the programme which will be shared with the working group as soon as it is ready. The Council are also working with Munroe K on the procurement strategy, subsidy control assessment and finalisation of the grant agreement. The Chair did note their non-attendance at recent working group meetings.
- 6.1.5 **ACTION** – MF to liaise with Munroe K directly on match funding and attendance at working group.
- 6.1.6 The Chair of the working group presented to the Board a visual of a skills, education, and employment pathway. It was agreed that the connections between education providers, businesses and stakeholders in Morley that have been created by the work of the Town Deal should be communicated more widely. RH to engage with the Comms officer in order to produce something digitally that can be shared.
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6.2 Transport, Greenspace, Health and Wellbeing

- 6.2.1 The Chair provided an update on progress with both the Greener and Connected and Station Gateway projects.
- 6.2.2 The Chair noted that the proposed lower-level planters designs on the Queen Street pedestrianised area were receiving some objections. The residents and businesses also have further concerns to some of the proposals. The working group are proposing that the current planters need reducing in height and should only require low maintenance. Further consultation is to be done directly with the residents and businesses affected following up from the letter drop.
- 6.2.3 It was noted that some land within the scope of the Morley Town Square public realm scheme is not currently in Council ownership. Windsor Court is currently owned by Morrisons. Options are being discussed for how to include this in the project scope. .
- 6.2.4 It was noted that the Town Council are still exploring options for Lewisham Park Community Centre with two other organisations that have shown interest in running the centre. **Action** – Cllr Finnigan to meet with GJ regarding this.
- 6.2.5 The Chair wanted it minuted that proposals will result in increasing numbers of new disabled parking bays across the town and not reducing them.
- 6.2.6 **Action** – CN to share visuals and illustrative images of all the public realm schemes at a future meeting.
- 6.2.7 **Action** – LW to invite Mukesh Patel to attend the next working group meetings.
- 6.2.8 The Chair noted that current consultations for Scattherd, Scarth Gardens and Springfield Mill park are live. Some lessons had been learned from the first event in Scattherd Park which the project team were looking to resolve before any future events.
- 6.2.9 The Chair noted that the working group had reviewed the New Pavillion junction scheme outputs versus costs and had agreed the funds would be better spent across other areas of the programme. 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 the Towns Fund.
Decision – The Board supported the recommendation to significantly descope or remove the New Pavillion junction scheme from the Greener and Connected project.
- 6.2. The Chair noted that the general arrangement drawings for Queen Street North were
10 included in the paper pack.
- 6.2. **Decision** – The Board endorsed the approach on the General Arrangement drawing for
11 Queen Street which is subject to further targeted consultation as part of design review and approval.
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6.3 Town Centre, Placemaking and culture

6.3.1 The Chair and Heritage project lead provided an update on the Town Hall and Heritage Investment projects.

6.3.2 The Heritage project lead noted the interest in some of the former heritage bank buildings to be looked at as part of the flexible funding pot. Cllr Finnigan asked why the focus for the flexible funding pot was on vacant heritage buildings and not heritage buildings currently in use. It was confirmed by the project lead this is an output in the business case and potential options that are currently being explored. **Action** – DM to pick this up in the next working group.

6.3.3 **Decision** – The Board endorsed supporting the progression of the listed, and vacant, bank buildings as potential options for the Heritage Investment Fund flexible funding pot.

6.3.4 The project lead asked the Board to endorse an extension to the boundary for the grant fund, following a review in April 2024. The boundary would now extend up to Morley Town Hall from Morley Bottoms. **Decision** – The Board endorsed the extension of the initial boundary of the Heritage Investment grant fund with a review of the new boundary again in six months (November 2024).

6.3.5 On Morley Town Hall positive progress was now being made. The Board challenged the role of Page Park who had been further commissioned. **Action** – MB to check with project lead as to the purpose of this commission.

7.0 Highlight Report

7.1 The Programme Manager highlighted some key points. The next period will be a busy consultation period with consultations upcoming on the parks, public realm schemes, and Town Hall projects. The team have noted the consultation feedback from the public and ward members and are improving the methods of engaging with the public.

7.2 6 new members (Morley residents) have been recruited to the Inclusive Design Panel, who fall under the Equality Act protected characteristics. It is to be noted that there has also been engagement with young people across Morley, including students at Elliott Hudson College and future workshops are taking place through the Ahead Partnership with different schools and colleges.

7.3 The next performance monitoring return is due to be submitted by the end of May. This is currently being completed and will be circulated to the Board and Chair for review and approval before 17 May. **Action** – HMc to share with the Board once completed.

7.4 The key risks highlighted are delivery timescales, increase in project costs, and unsecured match funding requirements.

7.5 The financial profiles were discussed with current underspend noted. Most projects have been in design and procurement stages and once delivery and construction starts more spend will start to come through. Government is aware of the current financial position and spend profile and have regular updates.

8.0 AOB

- 8.1 The Chair highlighted that the current owners of the New Pavillion have made contact and shown interest for the building to be brought back into use working with the Town Deal. Officers responded to say that while proposals for the building are welcome, it is no longer a viable option through the Morley Town Deal.
- 8.2 WYCA have informed the Chair they no longer have resource to attend the Morley Town Deal Board meetings but, however have offered to meet online with the Chair to discuss how they can support town deals in West Yorkshire.
- 8.3 The next governmental Towns Fund conference has been scheduled for 25th June in Wolverhampton which the chair and officers will be attending.

9.0 Date of next meeting

- 9.1 Tuesday 16th July 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	Closed
Town Deal expenditure	Martin Edgerton	HMc/LW	08/05/24	Closed
Queen St improvements	Thomas Baxter	CW/CN	21/06/24	Closed
Churwell Park	Mark Gordon	CN	01/07/24	

Morley Town Deal Board

Item 4 Highlight Report

Programme Sponsor:	Martin Farrington
MTDB Chair:	Gerald Jennings
Version:	FINAL
Reporting period:	8 th May – 9 th July 2024
Author:	Helen McGrath / Libbi Watson
Date of Board:	16 th July 2024

1. RAG status update

Area	RAG status	Explanation
Programme overall		
Progress	AMBER	
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:

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 Morley Town Deal Board

- To note ongoing progress with each of the projects.
- Targeted consultation for Queen Street Pedestrian scheme and Station Road scheme completed (see **Appendix B** and **Appendix C** for the consultation summary documents). Some minor

amendments required on both schemes following the consultation and Board are asked to endorse these changes.

3. Programme Management

Comms and stakeholder engagement

- Consultations and engagements are still being planned for late Summer 2024 for the remainder of projects (Town Hall and public realm schemes).
- Several positive meetings with the Inclusive Design Panel have taken place, particularly looking at the Town Hall and Skills Centre projects.
- The annual Towns Fund conference has been postponed due to General Election.

Monitoring and evaluation

- 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. These are likely to be drafted for approval in September.

4. Project updates

4.1 Heritage Investment Programme

Progress in this reporting period

- **Shopfront grants** - the tender process for two properties for shopfront refurbishment on Queen Street has concluded and the architect has chosen the preferred contractor. The architect is in the process of collating all of the relevant documentation for the grant applications for both properties. The remaining properties within the extended target boundary have been visited/had flyers distributed.
- **Flexible Fund** - the listed bank buildings on Queen Street are being progressed as a potential option. A surveyor has been commissioned to provide a valuation for 88 Queen Street (former HSBC) to assist in providing a conservation deficit calculation to inform potential levels of grant. The cost of window repairs for Heist Bar (former Lloyds) is being costed to inform eligibility for grant.
- Planning Board has approved the Shopfront Design & Maintenance Guide and Conservation Area Appraisal & Management Plan (CAAMP). Formal adoption of the CAAMP and publication of the design guide is planned for end of July/early August.

Activities planned for the next reporting period

- Morley Community Archives have agreed to facilitate a heritage tour in August to highlight the history of the high street in Morley. Invitations will be sent out in July.
- The first heritage shopfront grant applications are expected to be received and a decision to enter into grant agreements taken.
- A grant application may be received as part of the flexible fund, pending confirmation of conservation deficit and grant intervention rate.

- Continued engagement with pipeline property owners within extended boundary area to progress consideration of potential works.

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	Closed	Boundary extended	LCC
CAAMP and D&M Guide approval	Aug 24		Open		LCC
Expected first grant agreements	July 24		Open		LCC/Property owners
Review of extended boundary	Nov 24		Open		LCC

4.2 Morley Learning and Skills Centre

Progress in this reporting period

- Consultation sessions have been held with Ward Members, the public and Inclusive Design Panel, in advance of the Planning and Listed Building applications being submitted. Feedback was supportive of the scheme proposals. Comments were received from the public regarding the naming of the Learning and Skills Centre and that no reference was being made to the building's history or its previous use.
- Planning and Listed Building applications for the proposed works were submitted to the Local Planning Authority on 4 June.
- The Stage 3 designs and cost plan have been provided to the Council which are being reviewed.
- The Council has re-issued an Expression of Interest (EoI) document to contractors on the YorBuild Minor Works Framework (value of works £1m - £4m) with responses requested by late July as to whether contractors are interested in tendering for the refurbishment works. The responses received will inform the proposed procurement strategy for the appointment of the contractor to undertake the proposed works.

Activities planned for the next reporting period

- 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	Owner
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				(achieved, cancelled)	
Grant Funding Agreement Completed	June 23		Closed		LCC
Surveys to inform design development	July/August 23	May 24	Open		LCC/Tenant
Concept Design Completion	Jan 24	Feb 24	Closed		Tenant/LCC
Detailed Design Completion	Apr 24	Apr 24	Open		Tenant/LCC
Submit Planning and Listed Building Application / Consultation undertaken	May 24	June 24	Closed		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

4.3 Morley Town Hall

Progress in this reporting period

- Work has progressed on the detailed design stage activities, all required surveys have been completed in this period with the exception of the electrical survey.
- Regular meetings have been held with consultees and stakeholders as the scheme proposals have progressed including:
 - consultation with Conservation Officer
 - consultation with Access Officer,
 - consultation with Corporate Fire Safety,
 - consultation with the Outer South Community Forum working group,
 - initial consultation with West Yorkshire Police re: anti-terror / designing out crime,
 - further consultation with Events scheduled,
 - co-ordination with Public Realm Town Square project.
- A value engineering exercise will be completed at the end of detailed design when the full report has been issued. Some minor programme slippage has occurred but it is hoped this can be recovered at the next stage.

- The revised programme indicates a January 2025 mobilisation period for construction, with works commencing from February 2025 over anticipated 54 week contract period
- Expressions of interest to contractors have been submitted to a framework to ascertain wider appetite for project.

Activities planned for the next reporting period

- Public consultation event to be held on Wednesday 24th July at Morley Town Hall (please see poster at **Appendix A** for circulation).
- Completion of all surveys.
- Progression on cost plan update.
- Approval to enter next design stage.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
RIBA stage 3 (developed design) commence including planning and listed building consent	March 2024	March 2024	Open		NPS/LCC
Cost plan review	May 2024		Open		NPS/LCC
Completion of detailed design	June 2024		Open		NPS/LCC
Design Freeze	June 2024		Open		NPS/LCC
Pre-planning public consultation	Early June 2024	July 2024	Open		NPS/LCC
Planning application submitted	Late June 2024	August 2024	Open		NPS/LCC
Technical design stage commence	Mid-June 2024	August 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

4.4 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 end of July. At present outstanding matters to be resolved by the developer are the travel plan survey, design intent plan and updated information on tree planting for tree loss. The Council are waiting for ecology and Section 106 to be drafted. An extension until 26 July 2024 has been granted which will allow the information required to be collated.
- The Council have completed the grant calculation (based on indicative costs/revenue forecast) and subsidy assessment.
- Munroe K have provided a programme for delivery of the building working back from construction completion in March 2026.
- Some positive engagement work with Ahead Partnership and the Future Innovators project, with 5 groups of students presenting some fantastic ideas and concepts for the new Ingenuity Hub building. Noted some really innovative ideas, with particular focuses appearing around the use of tech, sustainable design, and inclusivity, particularly of those with both visible and invisible disabilities.

Activities planned for the next reporting period

- Final grant application details provided (match funding, operating approach, scope, procurement, costs)
- Planning approval signed off.
- Tender and procurement of the main contractor which will be above the public procurement threshold, and likely take 5 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	March 26		Open		Contractor

4.5 Greener & Connected and Station Gateway

Greenspaces

- **Lewisham** – the cricket wicket, multi-use games area and some minor works to the access road to be completed over the summer months. Unfortunately, there has been some further vandalism to the park in the newly created area aimed at women and girls. The equipment will be relocated to Scatcherd Park and be replaced with some concrete benching.
- **Churwell** – Tree works and path works have been completed. The remaining works will start in September.
- **Springfield Mill** – acquisition report to be drafted by the end of July for approval. Aiming to acquire the park in Autumn 2024.
- **Cottingley** – the Veolia bid for the playground was successful and we have been awarded £75k match funding.
- **Scarth Gardens and Scatcherd** - consultation and analysis completed and being reviewed.
- **Beryl Burton** – awaiting further feedback from Highways on the relocation of disabled parking bays. Violence Against Women and Girls (VAWG) Board have approved a further £35k of UKSPF for the garden area opposite Beryl Burton Gardens with the intention of creating a safe space for women and girls. The plan is to then link the two schemes.
- **Bruntcliffe** – online consultation completed and being reviewed - a further session is to be undertaken with Victoria Primary School.
- **Tree planting** - currently working with the White Rose Forest to explore funding opportunities. Ongoing dialogue with two private landowners with the possibility of planting large quantities of trees at two different sites.

Beryl Burton Greenway

- To further minimise any risk, clearance works for phase 2 planned for the 11th and 12th July to fall in line with the current railway blockade. Continuing to work with the public rights of way team to draft the agreements for the whole route. Also trying to leverage further match funding for phase 2.
- Groundwork are finalising the plans and costs for phase 2 which will include some light touch interventions on Valley Road. Also looking at an alternative material for the surfacing as a potential cost saving.
- Phase 1 works currently on hold, however progress will continue with the funding agreements.

Highways/active travel

- Final costs due back at some point in July for Commercial Street. Potential start date Autumn/Winter 2024 subject to contractor availability.
- A separate report on Morley Bottoms will be shared at the meeting.

Public realm

Phase 1 schemes

- Targeted consultation for Queen Street Pedestrian scheme and Station Road scheme completed (see **Appendix B** and **Appendix C** for the consultation summary documents). Some minor amendments required on both schemes following the consultation and Board are asked to endorse these changes.

Phase 2 schemes

- Town Square and Queen Street North consultation is being planned for August with in-person consultation taking place on 15th and 17th August. Planning application for Town Square likely to be submitted in October 2024.

Activities planned for the next reporting period

- Ongoing design development on remaining 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.

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 schemes will provide increased contingency on remaining public realm schemes.	LCC/NPS

6. Finance update

- Note that spend to date is currently £3.2m. The Financial Manager has adjusted projected cashflow spend of £6m up to end of March 2025 and £15m up to the end of 2025/26. Match funding secured to date is approx. £1.8m. There are pressures on some project budgets to note mainly Town Hall.
- Regular monthly finance monitoring meetings are taking place with all six project leads and the overall Programme Manager to keep reviewing actual spend against forecasts. Meetings with the Towns Fund team continue with constructive discussions taking place with regard to delivery risks and issues.

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	£567,200	£847,076	£11,314,276	£2,106,486.50	£3,000,000	£4,876,634
Station Gateway	£2,400,000	£40,000	£0	£2,440,000	£90,219.40	£545,200	£1,764,581
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	£900,000	£3,000,386
Morley Town Hall	£3,900,000	£457,000	£0	£4,357,000	£287,024.4	£413,000	£3,199,976
Totals	£24,300,000	£1,781,836	£4,523,664	£30,692,076	£3,230,857.70	£6,014,713.50	£15,137,548.80

APPENDIX

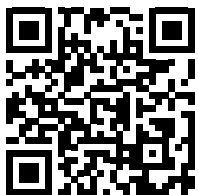
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Public Consultation



learn more about our proposals for
Morley Town Hall

Wednesday 24 July 2024 2-4pm / 6-7pm
Alexandra Hall, Morley Town Hall



Can't make the in-person consultation?

Have your say online by scanning the QR code or visiting:
morleytowndeal.commonplace.is



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APPENDIX

B

Queen Street Pedestrianised Area – Consultation Summary

Overview

This report summarises the outcome of public and targeted consultation on the proposed public realm improvements on Queen Street Pedestrianised (QSP) area during May 2024. Comments were received from 56 unique respondents with 93 issues raised. These were analysed and classified.

31% of issues related to the Highways Design

25% related to the Landscape Design

13% related to Planter Design

5% to Seating

July 2023 Consultation

During the initial consultation in July 2023, it was noted that enjoyment of the town centre was impacted by drivers ignoring the time restrictions and continued use of the carriageway.

May 2024 Consultation

The scheme consulted upon Appendix A was the scheme that was endorsed by Programme Board on xxxx and Morley Town Deal on xxxx.

In summary it retains the current time access restrictions but the one-way operation between Peel Street and Fountain Street is reversed along with the through route along Queen Street.

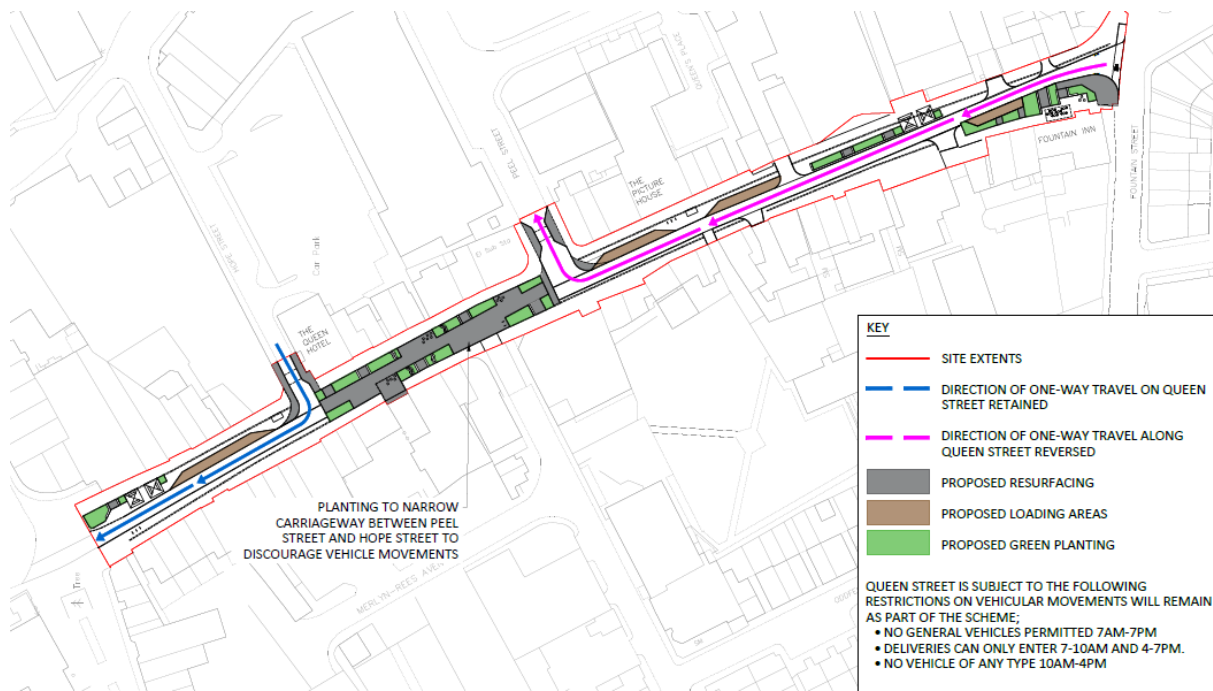
Access in a northerly direction between Peel Street and Hope Street is presented for occasional use, with vehicles discouraged from using this route by new planting narrowing the carriageway width. Alternative access to the northern part of Queen Street would be via Hope Street.

Traffic accessing the permitted properties and businesses between Fountain Street and Peel Street would access Queen Street from Fountain Street and exit via Peel Street in a reversal of the existing arrangement.

To allow delivery vehicles to continue to service businesses along Queen Street loading bays were to be provided, subject to restricted hours.

Follow up consultation

A consultation letter with an accompanied plan (shown below) was posted on the 3rd May to 67 residential and 87 commercial properties on Queen Street. The letter to residents requested feedback via email to the Morley Town Deal inbox, whereas the letter to businesses advised of an in person call on the 21st May. This was undertaken by Leeds City Council officers accompanied by colleagues from the Design Team.



Conclusion

The combined feedback on the most common themes (Highways Design, Landscape Design, Planter Design and Seating) were predominantly supportive. However there was a disproportionate number of comments around the Highways Design that were not supportive.

There was a view that the presented scheme will not prevent speeding and that deliveries during the restricted times will continue to see fines issued.

The restriction of traffic is a key component of the current arrangements and the proposed narrowing of the carriage way has the potential to reduce traffic movements and speed although it is accepted that these relate to the ongoing management of the space as opposed to the proposed improvements.

Requests for the existing layby to remain outside of properties *** and to not replace with a planter due to potential vandalism and wanting to retain the layby for delivery purposes has been incorporated into the revised scheme.

There was predominant support for the landscaping design. Where comments received were not supportive it was generally about the planter design and a concern that they would not meet current accessibility standards. It is proposed to allay this concern by presenting it to the Leeds disability user group for their view. I can also confirm that they have been designed to British Standard ****

New Pavilion Junction

During the consultation period, Programme Board (and endorsed at Town Deal Board) agreed to not continue with the New Pavilion junction (NPJ) scheme.

As the NPJ scheme has now been removed, the consultant highways engineer has advised there is no benefit in reversing the flow of traffic on QSP and if the reverse flow was to progress, changes would still be required to be made to NPJ although not as extensive as the initial scheme. Therefore to avoid unnecessary expense it is recommended that the flow of traffic and the current restrictions remain as is.

Programme Board are asked to note that it is not the intention to reconsult on this change as it does not materially alter the scheme presented during the consultation and there were no comments either positive or negative with this element of the scheme.

Recommendation

- To make minor amendments to the design taking into account the feedback from businesses on removing the proposed planter and retaining the layby for delivery purposes.
- To progress forward with the scheme based on the updated design.
- To retain the existing traffic flow but communicate the final scheme before works commence.

APPENDIX C

Station Road – Consultation Summary

Overview

This report summarises the outcome of the targeted consultation, carried out during May 2024, for the proposed junction and public realm improvements on Station Road and the surrounding vicinity. Comments were received from 1 respondent.

Proposed changes

The overall proposal for Station Road is to improve road safety and pedestrian links on the route between the railway station and the town centre. This will be achieved by widening and improving footpaths and pedestrian crossings, incorporating new planting and trees, and formalising on-street parking along this route.

The proposed junction changes adjacent to Station Road and Albert Road will still allow on-street parking for up to five cars directly in front of properties 31 - 47 Station Road. The area dedicated for on street parking will be demarcated with kerb and contrasting surface finish to distinguish it from the general trafficable areas. Additional car parking spaces will be also available for residents’ use further to the east, outside of Pullman Court.

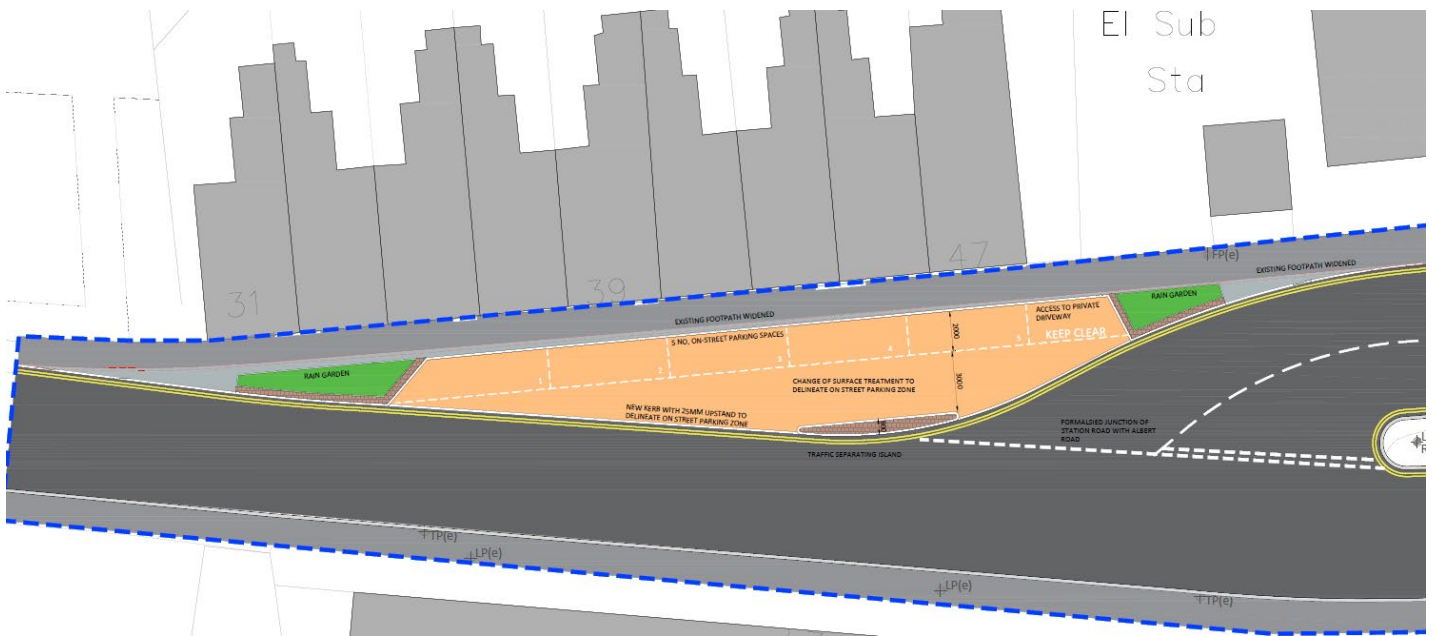
The proposed changes will allow better separation from parked vehicles and pedestrians, but also improve visibility and reduce the speed of traffic travelling through the Station Road junction.

The rearranged parking spaces are proposed to be flanked with two planted areas that will provide further separation and protection from incoming traffic. They will also aid with surface water drainage in this area. The footpaths are proposed to be widened to minimum of 1.8m to allow better access for all.

May 2024 Targeted Consultation

The scheme consulted upon (as per Appendix A) was the scheme that was endorsed by Programme Board on xxxx and Morley Town Deal on xxxx.

A consultation letter with an accompanied plan (shown below) was posted on the 3rd May to residential properties numbers 31-47 Station Road. The letter requested feedback via email to the Morley Town Deal inbox by Friday 24th May.



Conclusion

Only one comment has been received from a resident who raised concerns about the potential reduction in parking, stating the residents of properties 31-47 would be punished as a result of the scheme by allowing only 5 parking spaces for 9 properties.

LCC Highways have reviewed this and do not foresee parking on the south side close to the junction to be very likely. If this were to manifest, then appropriate restrictions would be introduced, on the south side of the highway, to ensure the junction is clear and safe to use.

The respondent suggested that the proposed parking spaces should be permitted for residents only as a way of mitigating other users from parking there. LCC Highways advised it wouldn't be possible to introduce a resident permit system, it doesn't meet the criteria and would also set a precedence for residents with on street parking within the vicinity.

Programme Board are asked to note that it is not the intention to further consult on the proposed changes. However, residents will be notified by letter of the proposed changes ahead of works commencing.

Recommendation

- It is recommended to Programme Board that the scheme is progressed based on the current design