

Morley Town Deal Board

Agenda

Tuesday 17th September

14.00 – 16.00

Large Banqueting Suite, Morley Town Hall

No	Item	Owner	Time	Paper
1	Welcome, apologies and membership	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	14:20	Item 3
6	Presentation on Heritage Investment Fund	Liam Riley	14:30	Slides
7	Feedback and any specific endorsements required 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	14:50	Verbal
8	Highlight report and summary of endorsements	ALL	15:30	Item 4
9	AOB	ALL	15:55	
10	Confidential items (public exempt) 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 element of the report should be treated as	LCC Officers		

	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 – 19th November 2024

Board Attendees

Gerald Jennings - Director, G.R. Jennings Properties Ltd (Chair)

Steven Foster – Director, Land Securities (Vice Chair)

Cllr Robert Finnigan – Ward Member

Cllr Helen Irving – Morley Town Council

Office of MP – Finlay Ferguson

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

Adam Brannen – Head of Regeneration

Sam Nicholls– Community Representative

Mukesh Patel - Community Representative

Apologies

Cllr Jane Senior - Morley South ward member

Martin Farrington – Director of City Development

Angela Barnicle – Interim Director of City Development

Cllr Pryor - Deputy Leader and Executive Member for Economy, Transport & Sustainable Development

Invited attendees

Helen McGrath – Programme Manager, Leeds City Council

Liam Riley – Heritage Officer, 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

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 July 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 Heritage Investment Programme

- 6.1. Project lead to present an update on the project and grant progress.

7. Feedback from Town Deal Board working groups

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

8. Any Other Business

9. Confidential / exempt items under the agenda

- 9.1. 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

01-Sep-24

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). Director at Luminare Property Development Company Limited.	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 North Ward Member		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		
Dawn Ginn	Community representative	None	None	None	None	None	None	None	None	Jan-21	
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	
Lalit Suryawanshi	Community representative	-Co-founder 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	
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										
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	
Cllr Pryor	Executive Member										
Cllr Helen Irving	Morley Town Council representative										
Angela Barnide	Director of City Development, Leeds City Council representative										
Sam Nicolls	Community representative										

Item 2

Morley Town Deal Board

FINAL Minutes

Tuesday 16th July 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>
Dan Merrick (DM)	<i>Community Representative</i>
Dawn Ginns (DG)	<i>Resident, Morley</i>
Christine Hirst (CH)	<i>Community Representative</i>
Councillor Helen Irving (HI)	<i>Morley Town Council</i>
Councillor Charlotte Hill (CH)	<i>MP Representative</i>
Adam Brannen (AB)	<i>Head of Regeneration, Leeds City Council</i>

Apologies

Councillor Helen Hayden (HH)	<i>Executive Member, Sustainable Development and Infrastructure</i>
Mukesh Patel (MP)	<i>Community Representative</i>
Martin Farrington (MF)	<i>Director of City Development, Leeds City Council</i>
Mathew Wood (MW)	<i>Morley Chamber of Trade and Commerce</i>
Mark Casci (MC)	<i>West Yorkshire Chamber of Commerce</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>
Chris Coulson (CC)	<i>Executive Manager, Leeds City Council</i>
Ryan Kaye (RK)	<i>Area Lead – West Yorkshire, Cities and Local Growth Unit</i>
Sam Nicolls (SN)	<i>Community Representative</i>
Megan Lipp (ML)	<i>Head of Development, Ahead Partnership</i>
Natalie Cooper (NC)	<i>Project Manager Ahead Partnership</i>
Chris Way (CW)	<i>Principle traffic engineer, Leeds City Council</i>

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 2 members of the public present at the meeting.
- 1.2** The Chair welcomed a new board member, Cllr Charlotte Hill representing Morley Town Council. Cllr Helen Irving was also welcomed, attending the meeting on behalf of the new MP, Mark Sewards. **ACTION** - GJ to reach out to Mark Sewards about the MTD and understand his representation on this Board going forward.
- 1.3** The Chair noted that Cllr Jonathan Pryor now holds the Council's executive portfolio for Economy, Transport and Sustainable Development and will attend future meetings of this board in place of Cllr Hayden.
- 1.4** It is also to note, Martin Farrington will be leaving Leeds City Council in September and Angela Barnicle, the new interim Director of City Development will replace Martin's role.
- 1.5** Rachael Hutchison has now stepped down from being a board member, due to other work commitments. Board noted thanks for her contribution, effort, and commitment to the Town Deal Board and leading the Skills, Education and Employment working group.
- 1.6** Gerald Jennings will be the temporary new Chair of the Skills, Education and Employment working group.
- 1.7** Sam Nicholls was in attendance at the board meeting as an observer. He is the Founder and Director of Music Local, an academic at Leeds Beckett University as well as sitting on the WYCA Culture, Heritage and Sport board.
- 1.8** **ACTION** - GJ to formally invite Sam to be a Board member. All new Board members to receive future Board invites and also invites to relevant working groups from LW.

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.
- 2.2** **ACTION** - LW to send declarations of interest form and other relevant paperwork to new board members.

3.0 Minutes of the last meeting and matters arising

- 3.1** The previous minutes of the May meeting were agreed to be an accurate record.
- 3.2** All previous actions had been completed or were covered under the main agenda items.
- 3.3** Regarding previous action 6.2.4, the potential for an asset transfer of the Lewisham Community Centre has been discussed with a new community group. A condition survey is required to help inform a potential case for the asset transfer and it was agreed that £5,000 towards this could be Town Deal funded as part of the Lewisham Park project.
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Decision – Board endorsed the condition survey using funding from Lewisham Park remaining budget allocation.

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 Ahead Partnership Presentation – Y2 Outputs

5.1 Natalie and Megan from the Ahead Partnership attended board to give an overview of the Growing Talent Morley work programme, Year 2 outputs.

5.2 It was noted that in Year 2:

- 36 events have taken place.
- 56 businesses have engaged.
- 159 individual volunteers.
- Over 3,000 young people have been supported and engaged.

5.3 **ACTION** – Ahead Partnership to share separate report on the activities undertaken on the Town Deal capital projects.

5.4 It is to be noted, all schools in Morley have been offered the same opportunities however, not all schools have engaged with the programme. Ahead Partnership will still continue to work with schools through corporate and match funding opportunities.

5.5 Ahead Partnership thanked Town Deal Board and Leeds City Council for their ongoing support and the platform that has been given.

5.6 **ACTION** – GJ to pick up with Matthew Wood regarding engagement with the Morley Chamber of Trade and Commerce as another opportunity for Ahead to engage with.

5.7 **ACTION** – DG to see if NHS can contribute and engage. LW to share Ahead Partnership details with DG for them to liaise.

5.8 **ACTION** – LW to share Ahead Partnership details with Sam Nicholls. Sam to link up with Ahead Partnership on Grand Futures and linking creative and music industries with career advisers.

5.9 The board raised the question of how the work of the MTD can ensure a legacy of the work post 2026. **ACTION** – Working Group Chairs to start to consider the legacy of their projects on programme completion in future working group meetings. To have legacy and the long-term impact and plan of Morley Town Deal as an agenda item for future board meetings. Each working group to pick this up for their respective projects.

5.10 Ahead Partnership to document a case study on the career pathway of a school/college leaver to show the impact the Growing Talent Morley programme has had. **ACTION** – LCC Comms Officer and Ahead Partnership to liaise to promote this.

6.0 Programme wide review

- 6.1 MB and HMc presented a programme wide review to Board Members. It is to be noted, any re-allocation of funding needs to ensure that outputs are still being delivered, funding cannot be re-allocated without justification or assessment of the impact on outputs. Board noted that no project adjustments will be submitted until at least September when we will have greater cost-certainty on schemes overall. Any adjustments up to 30% of spend and outputs can be done under a delegated Project Adjustment process and MHCLG just need to be notified.
- 6.2 **ACTION** – MB to confirm the time period over which commuted sums payments from the MTD would provide for maintenance and upkeep of public works capital projects.
- 6.3 The presentation highlighted that total tree planting outputs to be delivered are still being confirmed. Board also noted that the Beryl Burton Greenway phase 1, is reliant on match funding for delivery.

7.0 Feedback from Working Groups

7.1 Skills, Education and Employment

- 7.1.1 The Chair provided a brief update on the Morley Learning and Skills Centre and White Rose Innovation Hub projects.
- 7.1.2 It is currently anticipated that planning permission will be achieved for the White Rose by the end of July. LCC project lead, is currently working on the grant agreement, grant calculations and subsidy assessment. Approvals for these documents will be required outside of the board cycle meetings to ensure they are on track with programme delivery. The programme has now been updated with a delivery date of March 2026. On the Morley Learning and Skills Centre it was noted planning has been submitted and validated.

7.2 Transport, Greenspace, Health and Wellbeing

- 7.2.1 The Chair provided an update on progress with both the Greener and Connected and Station Gateway projects. Board noted that forthcoming consultation is to take place on the remaining public realm projects including Town Square.
- 7.2.2 A report was presented by the LCC Principal Engineer on Morley Bottoms at the previous request of Board. A summary was given to board members of the report contents, outlining funding, timescales and scheme benefits alongside risks and issues. The Board was asked to endorse the reopening of Morley Bottoms to two-way traffic with potential for the community to close it on weekends and events.
- 7.2.3 Costs to make these final changes are minimal and will be covered by LCC Highways and Transportation funds rather than Morley Town Deal funding. Signals and signage will be updated, with signage being a priority for pedestrian safety.
- 7.2.4 A letter drop will be done directly to all the businesses at Morley Bottoms. **ACTION** – LCC comms officer to consider key communication message around Morley Bottoms and how to share the news. JP and CW to liaise.
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7.2.5 Whilst it was acknowledged that Morley Bottoms has been a contentious scheme with both support and opposition, Board recognised the regeneration benefits brought to the Morley Bottoms area with new businesses locating and the improvement in air quality due to the closure. Noted that the works and the reprogramming of the signals will be undertaken before the end of the year.

7.2.6 DECISION – Board endorsed the recommendation to:

- Alter the traffic signals at Morley Bottoms to accommodate a two-way movement along Queen Street by way of shuttle working, noting that this will extend the timing of the signals whilst reducing the impact of transference elsewhere.
- Close Morley Bottoms during the weekend period (Friday evening through to Sunday night) on a limited number of occasions as a trial provided that appropriate responsible parties can be identified to enact the closure using the rise/lower bollards installed for that purpose and that suitable dates can be agreed;
- Advertise traffic regulation orders to facilitate a trial closure on a trial basis and to note that any permanent arrangement will be subject to further approvals.

7.2.7 ACTION – HMc to circulate full Morley Bottoms report to all board members following the meeting.

7.2.8 DECISION – Board endorsed the updated design for Queen Street Pedestrianised Area and Station Road.

7.3 Town Centre, Placemaking and culture

7.3.1 The Chair provided an update on the Town Hall and Heritage Investment projects.

7.3.2 The spotlight on the Heritage Investment fund has been deferred to the September Board.

7.3.3 The working group Chair is keen to bring arts, culture, and education together and to focus more on the collaboration and partnership that could be leveraged through Morley Town Deal. Sam Nicholls to support with this offer as a new member of the working group.

7.3.4 Noted that the in-person consultation for the Morley Town Hall project, will be on Wednesday 24th July. Communications and posters will be going out this week to coincide with the launch of the commonplace survey for the design proposals.

8.0 AOB

8.1 ACTION - HMc to share the updated working groups Terms of Reference.

ACTION – HMc to invite Cllr Helen Irving to the Employment, Skills and Education working group. Sam Nicholls to be invited to the Town Centre, Placemaking and Culture working group.

ACTION – GJ to pick up with the MP which working group he wishes to attend and to ensure he receives all necessary invites.

8.2 The Chair raised the matter that the Mass Transit route consultation has now gone live, and it was confirmed that the board are supportive of the route through South Leeds.

9.0 Date of next meeting

9.1 Tuesday 17th September 2024, 2pm-4pm, Morley Town Hall, Large Banqueting Suite

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	CN	21/06/24	Closed
Dartmouth Park improvements	Daniel Guthrie	CN	13/08/24	Closed
Mark Gordon	Churwell Park	CN	15/08/24	Closed

Item 4

Morley Town Deal Board



Item 4 Highlight Report

Programme Sponsor:	Martin Farrington / Angela Barnicle
MTDB Chair:	Gerald Jennings
Version:	FINAL
Reporting period:	10 th July – 10 th September 2024
Author:	Helen McGrath / Libbi Watson
Date of Board:	17 th September 2024

1. RAG status update

Area	RAG status	Explanation
Programme overall	RED	
Progress	AMBER	Project progress noted below.
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 below.
- For Town Deal Board to note the consultation feedback and endorse the progression of the Beryl Burton gardens scheme as designed, including two additional parking bays.

- For Town Deal Board to note the consultation feedback on Town Square based on initial findings and for the consultation report to be refined and shared with Board Members. Any changes to designs will be picked up in the next design stage.
- For Town Deal Board to note that LCC Programme Board endorsed the progression into the next design stage for Morley Town Hall, ensuring a budget compliant scheme and updated cost plan is shared. Town Deal Board to endorse progressing to the next stage as detailed.
- For Town Deal Board to note that LCC Programme Board endorsed the relevant consultant appointments without competition to act as the design team for Morley Learning and Skills Centre and that a series of reports will be produced for relevant senior officer approval.
- For Town Deal Board to note the progression of the White Rose Innovation Hub draft grant agreement letter which will be issued to Munroe K shortly, following internal officer approvals.

3. Programme Management

Comms and stakeholder engagement

- Consultations and engagements have taken place over the summer for the remainder of projects (Town Hall and public realm schemes).
- Comms Officer has designed a poster to advertise the Morley Town Deal and HIF for when grant schemes are on site, and for photo opportunities.
- The Annual Satisfaction Survey 2024 went live at the end of August and will be live until the end of September. Engagement has been undertaken through online platforms as well as posters and leaflet drops in the Town Centre.
- The Autumn/Winter 2024 Morley Town Deal newsletter is being drafted and will be circulated shortly.

Monitoring and evaluation

- The expected project adjustment requests for projects where there are proposed changes are likely to be drafted for local approval in the next period.
- The next Towns Fund monitoring and performance return is to be completed over the next period and shared with the Town Deal Board for review.

4. Project updates

4.1 Heritage Investment Programme

Progress in this reporting period

- **Shopfront grants** - the grant applications for the first two heritage shopfront grant schemes have been approved in principle. Works to the two properties, which are adjacent to each other, will be conducted as one project. The contractor has been selected with an expected start on site date for September. Multiple in-person meetings have been held with potential grant applications to progress other schemes. The owners of 4 potential properties are currently tendering for architects.

- **Flexible Fund** - 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 planning application has been extended for the architect to amend layouts following feedback on impact to the historic fabric of the building. Once the new layout is supplied/planning granted the valuation report will be complete.
- Morley Community Archives facilitated a heritage tour over the Bank Holiday weekend, in partnership with the HIF, to highlight the history of the high street in Morley. The tour was well attended (30 registrations) and well received.

Activities planned for the next reporting period

- Monitor works and first two grant schemes and administer grant payments.
- 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.
- Review of boundary.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Stakeholder engagement with shop owners and businesses	Ongoing		Open		LCC
CAAMP and D&M Guide adoption	Sep 24		Open		LCC
Expected first grant agreements	July 24	Sep 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

- Planning and Listed Building applications remain to be determined. The Council's Conservation Officer has raised queries/requests for additional information which the design team are endeavouring to address.
- The Council has commissioned NPS Leeds to provide an experienced Project Manager to work on the project.
- Luminate Education Group (LEG) is to provide a Tenant Specification to be included in an Agreement for Lease which will outline the requirements for the Learning and Skills Centre. LEG will be advised that the specification to be attached to the Agreement for Lease has to be budget compliant i.e. deliverable within the budget identified as being available.

- The project has been on hold since the end of May when LEG stood the design team down temporarily, as such the completion of the works on site are unlikely to be before end of February/early March 2026.

Activities planned for the next reporting period

- Finalise the proposals for the project delivery structure between parties.
- Design team to re-engage and new development programme produced.
- Finalise project costs.
- Start procurement stage.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
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

- Current design stage has been completed within the reporting period. Noting that no major issues were identified which would preclude progression into next design stage. The design end stage report has been shared with the ‘Town Centre, Placemaking & Culture’ working group for feedback.
- The cost plan has been revised and shows an overall reduction in anticipated delivery costs. This is expected to reduce further once work has been completed on market testing and reviewing the specification.
- The planning and listed building applications were submitted on Wednesday 4th September and are awaiting validation.
- Work has progressed well over the previous reporting period, with several key activities evidencing significant progression. Namely: completion of all identified building surveys, public planning consultation undertaken, continual stakeholder engagement and final design approach for the Alexander Hall theatrical setup confirmed.

- Discussions with Procurement are advanced and it is anticipated a single stage tender will be issued to market via the appropriate lot in the YORbuild suite of frameworks.

Activities planned for the next reporting period

- Commencement and progression of detailed design activities.
- Collation and submission of the procurement strategy report.
- Validation of the planning application and commencement of the statutory consultation process.
- Identification of value engineering options.
- Completion of initial soft market testing.
- Compilation of the mid cost plan update.

Milestone	Planned date	Actual date	Status (open, closed)	Notes (achieved, cancelled)	Owner
Design sign-off/consultation	October 2024		Open		NPS/LCC
Planning determination	Late Nov 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	February 2025		Open		Contractor
Handover and completion	February 2026		Open		Contractor

4.4 White Rose Innovation Hub

Progress in this reporting period

- Current stage of planning is in final negotiation and approval should be imminent.
- A provisional grant offer letter is with internal City Council officers for Director for sign off. The final draft will need to be signed off by the Director of City Development followed by endorsement from Cllr Pryor as well as, the Chair of Morley Town Deal Board. Once, endorsed it will be shared with Munroe K, likely to be outside of board cycles.

Activities planned for the next reporting period

- Following Munroe K receiving the final draft, next steps will be to negotiate on any key issues in the terms. Financial due diligence will be required on their match funding and security. This needs to be ready with final agreement in agreed form ready for when Munroe K appoint the contractors. It is anticipated the negotiation can move very quickly in principle.
- The grant agreement process will be done in parallel with the contractor procurement, which is planned as a 5 month programme.

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 determination	May 24		Open		LCC
Preparation of tender and spec	August 24		Open		Munroe K
Tender period	Sept – Jan 25		Open		Munroe K
Contractor appointed and lead in	Feb 25		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, MUGA and some minor works to the access road to be completed by the end of September.
- **Churwell** – Tree and path works have been completed. The remaining works are planned to start in October.
- **Springfield Mill** – acquisition report drafted. Ongoing discussions regarding the commuted sum.
- **Cottingley Junior Playground** - works are planned to start in October.
- **Scatcherd and Scarth Gardens** – moving onto detailed design.
- **Beryl Burton** – consultation analysis currently being completed. Working Group endorsed progressing with the design as is and including one additional parking bay. Leeds City Council Programme Board requested a briefing is prepared for Cllr Pryor but provisionally endorsed this.
- **Bruntcliffe** – design updated and will be shared with Victoria Primary at the next consultation session.
- **Tree planting** - currently working with the White Rose Forest and two private landowners. Exploring the possibility of one planting scheme for this upcoming season and one for next year.

Beryl Burton Greenway

- Clearance works for phase 2 were completed in July, with the exception of one small section due to some identified birds nests. The last part of the clearance will be completed mid Sept – Network Rail will be notified.
- Public rights of way team have confirmed £50k match funding towards phase 2. The funding agreement with Network Rail is being finalised and should be completed by the end of Sept.
- Phase 1 works still on hold until there's some progress with the new station. Continuing to work on the draft funding agreements. However, Network Rail will not progress any further with WYCA on the First and Last Mile funding until there's a clear plan to progress forward with the station.

Highways/active travel

- **Morley Bottoms** – proposal to make two-way was endorsed by Town Deal Board at the July meeting. Please see the Morley Bottoms report enclosed at **Appendix A**.
- **Commercial Street** – final designs are complete, and an approval report is being prepared. Consultation will take place in the coming weeks with directly affected frontages – any major concerns will be reported to Board.

Public realm

- The latest technical design documentation has been reviewed by Leeds City Council Highways. Currently working through the final amendments with the design consultants ahead of the cost review exercise.
- A traffic regulation order no longer required for Queen Street due to the traffic flow remaining as it. Works to be procured through the Highways minor framework to enable works to commence sooner.
- A traffic regulation order still required for the proposed changes on Station Road and will go to Highways Board for approval in October with a view to them being in place by January 2025. Procurement for Station Road will be to use an existing Highways intermediate framework.
- Public consultation completed for remaining schemes (Town Street and Queen Street south) and analysis shared with working group. Minor design changes will be picked up in the next stage of design.
- Further targeted consultation planned for mid to end of Sept with affected businesses and residents on Queen Street.

Activities planned for the next reporting period

- Ongoing design development on remaining schemes.
- Prepare procurement documents for public realm contractor procurement.
- Complete all necessary agreements and approvals for schemes prior to procurement.

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	LCC

			opportunities and flexibility of moving grant funding allocation between projects.	
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	Medium	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 £3.6m. The Financial Manager has adjusted projected cashflow spend of £5m up to end of March 2025 and £16m up to the end of 2025/26. Match funding secured to date is approx. £1.8m.
- 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	£790,500	£795,973
Greener & Connected	£9,900,000	£567,200	£847,076	£11,314,276	£2,106,486.50	£2,000,000	£5,876,634
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	£5,014,713.50	£16,137,548.80

APPENDIX A

Morley Bottoms Public Realm Works

Date: 16th July 2024

Report of: Traffic Engineering

Report to: Morley Town Deal Board

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

A project at Morley Bottoms was delivered through advance funding provided through the Town Deal during the Covid-19 period. This project aimed to improve air quality, reduce the impact of traffic in the junction, improve facilities for pedestrians and to create a new focal point for economic activity. These aims have been successfully achieved however there has been some negative feedback and traffic has diverted onto other routes in the town.

This report details the case history of the project and recommends that through traffic is permitted in both directions through the junction. The report recommends that minor additional works are carried out to facilitate this, and that some trials of the full closure take place at weekends to maximise the benefits for the local community.

Recommendations

Morley Town Deal Board

The board is requested to:

- a) Note the content of this report and the work undertaken to date
- b) Note the evaluation of the project and surrounding impact that has taken place
- c) Support the alteration of the traffic signals at Morley Bottoms to accommodate a two way movement along Queen Street by way of shuttle working, noting that this will extend the timing of the signals whilst reducing the impact of transference elsewhere
- d) Endorse the closure of Morley Bottoms during the weekend period (Friday evening through to Sunday night) on a limited number of occasions as a trial provided that appropriate responsible parties can be identified to enact the closure using the rise/lower bollards installed for that purpose and that suitable dates can be agreed.

What is this report about?

- 1 In 2020 Highways & Transportation's Traffic Engineering service were approached by Morley ward members to deliver a project under the Morley Town Deal – Advance Funding. This work involved the closure of Queen Street at its junction with Brunswick Street/Chapel Hill to facilitate a number of objectives including:
 - Improvements to air quality
 - Creation of a public realm space
 - The regeneration of the Morley Bottoms area.
 - Upgraded pedestrian crossing facilities
- 2 In addition to the above works a second site was to be delivered at the Queen Street/Fountain Street junction. This involved the provision of drop down bollards so that a secure event space could be used as required. This element of the project is not considered in detail in this report, but it should be noted that this accounted for a proportion of the project costs.
- 3 The project was developed on the basis that there was general support for the principle of the scheme and that wider consultation on the principle was not necessary or possible given the imposed timescales.
- 4 A report to approve the project and expenditure was approved by the Director of City Development in November 2020. This report noted that Morley Bottoms would be permanently closed to through traffic to facilitate a new public space.

Design

- 5 Traffic Engineering developed a detailed design at pace in order to deliver the works within the agreed timescales. The timescales precluded extensive consultation or ground investigation but nevertheless topographical surveys and frontage consultation were undertaken to draw out key issues.
- 6 The design maximised public space and reallocated carriageway so that formal pedestrian facilities could be provided on the remaining arms of the junction. This catered for vulnerable road users especially schoolchildren who were known to travel through the junction en route to school.
- 7 Following consultation and representations from bus operators a facility to allow infrequent use of the junction by buses in a northbound direction was facilitated in the design should it be decided to bring it into use. At this stage it was not expected that regular use of the junction by general traffic would take place.
- 8 This bus option required the installation of a number of drop down bollards either end of the access point as well as the permanent bollards enclosing the public realm area. These bollards were specified as HVM compliant in order to safeguard the space for future legislative changes (the forthcoming 'Protect Duty').
- 9 No modelling was carried out to assess the displacement of traffic from Queen Street to the surrounding network; given the timescales of the accelerated funding it would not have been possible to undertake this exercise.

Construction

- 10 Construction was challenging from the outset due to the complexities of accelerated delivery and the requirement to maintain access to local businesses who were affected by Covid-19 restrictions. During the construction period these businesses – primarily bars – were able to provide outdoor seating for patrons under government guidance and the financial pressures meant that this opportunity was essential to recovering lost revenue.

- 11 Construction required excavation of the existing surface course, and during this excavation an unchartered water valve was damaged resulting in a significant leak and saturation of the sub-base.
- 12 Post construction there were noticeable failures in the block paved central carriageway. The cause of this was unclear until excavation of the surface had taken place, but initial appraisal suggested that the sub-base was likely to have been negatively affected by the saturation caused by water leak, plus the increased traffic as a result of the decision to open the road to through traffic.
- 13 Subsequent appraisal of the excavated surface has demonstrated that there was defective work carried out by the contractor, with the specification not followed.
- 14 Given the nature of the defective work it was considered appropriate to effect repairs and these have been carried out. Part of the cost of this work has been recovered from the contractor; further discussions are ongoing under the contract to recover further costs.

Traffic Impact

- 15 As noted above and in the previous approval reports Morley Bottoms was used as a through traffic route. This contributed to the poor air quality and pedestrian severance through the junction which had substandard facilities.
- 16 As noted above the timescales provided for delivery precluded extensive monitoring or modelling of traffic displacement. This has been monitored during and after delivery, with the effects on key alternative routes detailed in Table 1 below:

Alternative route		24 hour average volume		
		Pre-delivery (2018 or 2019)	Immediate post delivery (2021 or 2022)	Established (2024)
Corporation Street	Northbound	4469	6754	n/a
	Southbound	4947	7025	n/a
Troy Road	Eastbound	243	612	239
	Westbound	371	687	959
Brunswick Street	Eastbound	2350	2038	n/a
	Westbound	2771	2486	n/a
Queen Street (north)	Northbound	4299	251	n/a
	Southbound	5384	243	n/a

- 17 The above surveys show a clear reduction in traffic on Queen Street (north) which leads to Morley Bottoms, and an increase in traffic on other routes around the town.
- 18 Mitigation was carried out in 2023 to install upgraded traffic signals on Corporation Street with active management software. This enables additional green time to be allocated to the roads with largest queues, improving the operation of the junction. Early observations and feedback from local residents indicates that this has been successful.
- 19 Troy Road has seen a significant increase in traffic, particularly in the westbound direction. This supports the views of local residents that Troy Road is being used to bypass the Morley Bottoms one way and further substantiation is demonstrated by the reduction to pre-scheme levels in the eastbound direction following the opening of Morley Bottoms to northbound traffic.

Local Reception

- 20 Since the project was delivered there has been a mixed reaction in Morley, broadly falling into those who support and those who oppose the project.
- 21 It is difficult to quantify the scale of these views and to what degree they each represent a majority or minority view, although there has certainly been a strong and vocal opposition to the closure primarily focussed around the displacement of traffic onto other streets in the town.
- 22 Local businesses and patrons are in favour of the project and the area is busy particularly in warmer weather. There have however been several meetings, most notably at Morley Town Hall in November 2021, where strong opposition was expressed.
- 23 This negative reaction resulted in discussions with ward members where it was agreed to open the closure to northbound traffic in an effort to alleviate local concerns and some of the transference to other roads in the network. This has had an effect, as noted in the figures for Troy Road detailed in Table 1.

What impact will this proposal have?

- 24 As detailed above the project was designed to address several key issues including road safety, air quality and regeneration of an underperforming area of the town centre. These ambitions have been successfully achieved, albeit with opposition from parts of the local community and the difficulties during and after construction.
- 25 There has however been a demonstrable movement of traffic away from Queen Street and onto other adjacent roads. Whilst this has been dealt with at Corporation Street through the provision of new traffic signals there remain issues elsewhere notably at Troy Road despite the opening of Morley Bottoms to northbound traffic.
- 26 It is therefore recommended to open Morley Bottoms to two way traffic on a shuttle working basis. All kerbing and footway works would remain in place, with traffic signal timings adjusted and 'No Entry' signs removed to permit two way flow. This would be enacted on a permanent basis subject to the closure option detailed below .
- 27 This would alleviate the issues on the surrounding network and are likely to be supported by those in the wider community who have expressed negative comments to the project. This would enable the other benefits including pedestrian facilities, improved streetscene and wider footways to be retained.
- 28 The above proposal would enable closure of Morley Bottoms on a case by case basis using the bollards that have been delivered as part of the project, and this could be enacted for specific events or on a weekend basis in the manner of Call Lane in the city centre.
- 29 This approach is recommended subject to identifying a responsible party who could enact the closure at a set number of agreed trials.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 30 As noted above the project has made improvements to pedestrian facilities and to the public realm, encouraging safe and active travel through an environment which was previously car-dominated and somewhat hostile to pedestrians.
- 31 The enhanced public realm enables sustained economic activity in an area which was previously under-utilised and supports the wider aims of the Town Deal.

What consultation and engagement has taken place?

Wards affected: Morley North, Morley South

Have ward members been consulted? Yes No

- 32 As noted above initial consultation was fairly limited in scope due to the timescales and constraints placed by both the funding and the restrictions relating to Covid-19. Some local consultation took place but widespread consultation was not undertaken.
- 33 Local consultation was generally positive, with most frontage businesses supporting the proposals pre and post delivery.
- 34 There has been concern expressed in parts of the wider Morley community and a public meeting was held in November 2021 where strong opposition was expressed by many attendees.
- 35 A group of residents from Troy Road have expressed concerns about traffic volumes and a meeting was held in March 2024 to discuss these in detail. These principally concerned the effects of displaced traffic from Queen Street onto Troy Road – there is evidence of this in the survey results detailed in Table 1.
- 36 Ongoing dialogue is taking place with ward members through Town Deal and other meetings.
- 37 A further consultation on the proposed trial closures would take place with local frontagers and the wider community using the protocols established within the Town Deal .

What are the resource implications?

- 38 Minor costs to amend signage and signal alterations would be met by Traffic Engineering. There would be no further cost to Town Deal.
- 39 Should the recommended trial take place a suitable responsible party would need to be identified to raise and lower the bollards at the agreed times. It is expected that this would not incur a cost to Town Deal or Leeds City Council.

What are the key risks and how are they being managed?

- 40 Key risks relate to the acceptance of the current layout and the concerns being raised by residents regarding the transference of traffic elsewhere in Morley.

What are the legal implications?

- 41 Alterations to the operation can be made through suspension of an existing legal order, made permanent as an addendum to other TRO work in the immediate vicinity .

Options, timescales and measuring success

What other options were considered?

- 42 Other options include retaining the existing arrangement, or making major alterations to the junction to accommodate two way traffic along Queen Street in lieu of shuttle working. The first option is unlikely to satisfy the wider concerns raised by residents, and the second option would result in many of the benefits of the project being lost as well as significant expense being incurred.

How will success be measured?

43 Should the recommendations in this report be taken forward pre- and post- implementation traffic surveys will take place. It is also recommended that some form of online consultation take place to enable residents to register their views.

What is the timetable and who will be responsible for implementation?

44 Traffic Engineering would enact these changes within the 2024 calendar year.

Appendices

- None

Background papers

- Report to the Director of City Development, November 2020.