

# Keighley Town Deal Board Meeting Notes

## Friday 10<sup>th</sup> June 2022

**In person:** Ian Hayfield, Elizabeth Barker, Cllr Peter Corkindale, Angela Hays, Naz Kazmi, Robbie Moore MP, Cllr Peter Corkindale, Steve Seymour, Fayyaz Qadir (Atkins), Georgina Webster, Anne-Marie Woolham

**Attendees for H&W project:** Robert Maden, Jude Wildgoose

**Attendees virtual:** Kevin O'Hare, David Warren Cllr Alex Ross Shaw, Angela Blake, Judith Furlonger,

**Apologies:** Lorraine Wright

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<p>Housekeeping – Apologies, Minutes, Actions, Declarations of Interest</p> <p>Minutes from the last meeting were accepted as true record.</p> <p>Action Updates:</p> <ol style="list-style-type: none"> <li>1) Business case H&amp;W circulated</li> <li>2) NHS Trust – car parking numbers tbc</li> <li>3) Accelerated funding – a report to be prepared, based on the info already received, to include some PR material by end June</li> </ol>		CBMDC	
2	<p>Project J – Health + Wellbeing Centre</p> <ul style="list-style-type: none"> <li>• The key benefits were outlined and questions taken.</li> <li>• Community engagement – the project sponsor committed to detailing the engagement participants. Continued engagement will take place.</li> <li>• Important for the offering to include an offering to early years; integration into wider health needs; open space to older learners who have difficulties accessing the traditional routes.</li> <li>• BCR (Benefit Cost Ratio) is currently 2:1 – which is good.</li> <li>• The centre will tackle health inequalities and will monitor and evaluate outcomes.</li> </ul>			

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	<ul style="list-style-type: none"> <li>• The rent is based purely on the construction costs (land is transferred). The construction market is volatile and cost – price inflation has pushed up prices. The price is set to obtain the benefits of the high quality building. Whether the whole or a percentage of the cost will be passed on as a lessee is a topic for debate.</li> <li>• The interrelationship with the H&amp;W centre and the Skills Hub was explored. The Skills Hub will report separately.</li> </ul> <p><b>Town Centre and Infrastructure Improvements</b></p> <ul style="list-style-type: none"> <li>• The key benefits were outlined and questions taken.</li> <li>• A question was raised as to the spend profile. AH explained the financial profile will be reviewed and updated once it is confirmed if Government want spend projections or drawdown profile.</li> <li>• A technical detail ref a highways perspective was raised by RM – ACTION - AB and Saira Ali to follow up.</li> </ul> <p><b>Keighley Skills Hub</b></p> <ul style="list-style-type: none"> <li>• The key benefits were outlined and questions taken</li> <li>• Business case almost complete – info received from sponsor.</li> <li>• Rent for the Skills Hub floorspace is under negotiation – the floor space is 210sqm – including the circulating space this increases to 335sqm</li> </ul> <p><b>The Manufacturing, Engineering, Future Technologies Hub</b></p> <ul style="list-style-type: none"> <li>• The key benefits were outlined and questions taken</li> <li>• Heads of Terms are under negotiation</li> <li>•</li> <li>• Business case will be finalised early next week.</li> </ul> <p>General discussion:</p> <p>Positive discussions and meetings have taken place with DLUHC on the DIF business case. The Board will be kept apprised of developments.</p> <p>Funding profile. There was a discussion around how government</p>		Angela	

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	want to see the reporting – some clarification may be required as to how spend is reflected against profile.			
3	<p><b>Emerging Matters</b></p> <p>Role of Board - Project Delivery Phase Kate Willard OBE will facilitate a workshop in July.</p>			
4	<p><b>Next Steps</b></p> <p><b>Business Case Timelines for June 2022 Submission</b></p> <ul style="list-style-type: none"> <li>• Scheme Sponsor input by end of April 2022</li> <li>• Board Meeting: 13th May 2022</li> <li>• Finalise Business Case document and complete Economic Assessment by 20th May 2022</li> <li>• Issue Draft to Sponsor in the w/c 23rd May 2022</li> <li>• Receive comments from Sponsor by 1st June 2022</li> <li>• Issue to the Board w/c 6th June 2022</li> <li>• Board Meeting: 10th June 2022</li> <li>• Receive comments from the Board on 15th June 2022</li> <li>• Issue Business Case and Summary documents to S151 officer on 21<sup>st</sup> June 2022</li> <li>• Receive comments from S151 Officer by 27th June 2022</li> <li>• Address any comments on 28th June 2022</li> <li>• Final submission to the Department for Levelling Up, Housing and Communities on 30th June 2022</li> </ul>			
6	<p><b>AOB</b></p> <p>Board is keen to increase communication activity. Agreed to develop a communication plan for the delivery phase and consider issuing a press release after each Board meeting.</p>			

Date of the next meeting: TBC