

Keighley Town Board Board Meeting

Friday 20th June 2025

10.00 – 12.00pm

Keighley College, Bradford Road, Keighley, BD21 4HQ; Room DN.03



Image: Manufacturing, Engineering & Future Tech Hub in Providence Park, Keighley

Agenda

No	Item	Owner	Time	Paper
1	Welcome and apologies	Chair	10.00	
2	Meeting format and conduct	Chair	10.10	
3	Declaration of Interests	Chair	10.15	Item 1
4	Minutes of the last meeting and matters arising	Chair	10.20	Item 2
5	Towns Fund Highlight Report: - Programme Management - Project Updates - Finance Update - Capital Assistance to Business Growth	CBMDC Officers/Project Delivery Partner lead	10.30	Item 3
6	PR & Communications	CBMDC Officers	11.00	
7	AOB - Plan for Neighbourhoods	Chair/All	11.10	
8	Date and time of next meeting	Chair	12.00	

List of Board Members / Roles:

Name	Organisation	Role
Tim Rogers	Future Transformations	Chair
Charlotte Meek	The Stitch Company	Vice Chair
Cllr Alex Ross-Shaw	Bradford Council	Portfolio Holder – Regeneration, Planning & Transport
Robbie Moore MP	Keighley Constituency MP	Board Member
Liz Barker	Worth Valley Magazine	Board Member
Georgina Webster	Keighley Creative	Board Member
David Warren	Luminate Education Group	Board Member
Kevin O'Hare	Keighley College Principal	Board Member
Cllr Abdul Shohid	Keighley Town Council	Board Member
Scott Dyson	Premier Autoclaves	Board Member
Rukun Ahmed	Computer Gentle	Board Member
Catherine Birks	Airedale resident	Board Member
Fazeela Hanif	Highfield Community Association	Board Member
John Barker	West Yorkshire Police	Board Member
Dean Peltier	Watsons Building Services	Board Member
David Pearson	Keighley & Worth Valley Railway	Board Member
Helen Robertshaw	Keighley BID	Board Member

List of Invited Attendees:

Angela Blake	CBMDC
Rav Panesar	CBMDC
Jane Hargreaves	CBMDC
Leanne Swinbank	CBMDC
Simon Woodhurst	CBMDC
Dave Partridge	CBMDC
Richard Thorpe	MHCLG
Joe Cooney (Observer)	Keighley Town Council
Jonathan Hayes	CBMDC
Richard Middleton	CBMDC
Saira Ali	CBMDC

1. Welcome and apologies

1.1 Chair's welcome. A warm welcome to the newly appointed Keighley BID Manager Helen Robertshaw.

2. Board meeting format and conduct

2.1 Chair to outline the format of the board meeting and how it will be conducted. The agenda and timings are to be followed by the Chair, who will invite comments, questions and discussion once each agenda item has been presented.

3. Declaration of interests

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

4. Minutes of the last meeting and matters arising

4.1. Minutes have been circulated to members and published in advance for comment. Board members are asked to agree the minutes of the Keighley Towns Fund Board meeting.

5. Towns Fund Highlight Report

5.1 The Keighley Towns Fund Programme Manager and the nominated Council officer project leads for each Towns Fund project to attend and present key updates on project progress, risks and issues.

6. PR & Communications

6.1 CBMDC Programme Team to update on PR & Communications

7. AOB

7.1 Plan for Neighbourhoods Update

8. Date and time of next meeting Future dates of meetings

9.1 12th September 2025 – Keighley College

List of Keighley Towns Fund Board Papers

Item 1: Declaration of Interests Register

Item 2: Minutes of 25th March Meeting

Item 3: Highlight Report

Item 4: PR & Communication

**Keighley Town Deal Board
Item 1 - Declaration of Interest Register**

Board Member	Job Title/Organisation	Disclosed interested when becoming a board member	Disclosable pecuniary interest (employment, sponsorship, undischarged contracts, beneficial interests in land, licence to occupy land, corporate tenancies, beneficial interest in securities)	Other registerable interest (membership or position in which appointed or nominated by Council, any body exercising functions of a public nature or directed to charitable purposes, including the influence of public opinion or policy, any person from whom have received a gift or hospitality)	Non-registerable interest (affecting the wellbeing of member directly, family, friend or close associate more than the wellbeing of those in local area generally)	Date of meeting declaration of interest received	Action taken
Tim Rogers (Chair)	Director – Future Transformations Ltd	Yes	Dalton Mills	None	None	10/03/24	Listed on the register
Dean Peltier (Vice Chair)	Director – Watson Building Servies Ltd	Yes	MD at Watsons Building Services Ltd	None	None	22/03/24	Listed on the register
Robbie Moore MP	Keighley Constituency MP	N/A	N/A	N/A	N/A	N/A	Published on the MP's & Lords Registered Interests
Cllr Alex Ross-Shaw	CBMDC Portfolio Holder - Regeneration, Planning & Transport	Yes	Elected councilor for Windhill and Wrose, Executive Member for Regeneration, Planning and Transport	None	None	24/11/20	To be listed on the register
John Barker	West Yorkshire Police Representative	N/A	N/A	N/A	N/A	N/A	To be listed on the register
Candy Squire-Watt	Project Development Manager for Mental Health – Keighley Healthy Living	Yes	Linked to a Towns Fund Project Employed by Keighley Healthy Living	None	None	27/03/22	Listed on the register
Fazeela Hanif	Manager (CEO) Highfield Community Association	VCS Organisation (Highfield Community Association)	None	None	None	04/04/24	Listed on the register
Georgina Webster	Vice Chair – Keighley Creative	Yes	Towns Fund Grant recipient (KAFF)	None	Joint owners of Oak Bar, 14 Braithwaite Village, Keighley, BD22 6PX	21/09/21	Listed on the register
Helen Robertshaw	Keighley BID	N/A	None	None	None		Listed on the register

Liz Barker	Director – Worth Valley Publishing	Yes	Director of Pennybank House Ltd Director of Upstairs at Pennybank Ltd Director of Worth Valley Publishing Ltd	None	Joint leaseholder of Pennybank House, 2-4 West Lane, Haworth	28/09/21	Listed on the register
David Warren	Group Vice Principal – Development – Luminate Education Group	Yes	Keighley College is a member of LEG. KTD has approved two capital projects that related directly to educational and skills development that will be run by the college.	None	None		
Kevin O'Hare	Principal – Keighley College	Yes	Towns Fund projects – Manufacturing Hub, Skills Hub				
David Pearson	Keighley & Worth Valley Railway	Yes	Towns Fund Grant recipient	Justice of the Peace and a Deputy Lieutenant for West Yorkshire	None	28/03/24	Listed on the register
Cllr Abdul Shohid	Keighley Town Council	Yes	None	Balti House, Keighley	53 Malsis Road, Keighley	26/04/24	
Barbara Brooks	National Centre for Atmospheric Science	None	None	None	None	25/03/24	Listed on the register
Scott Dyson	Premier Autoclave	Director of Sales – Premier Autoclaves		Employee of Premier Autoclaves in Keighley. Part of the senior coaching staff and management at Keighley Rugby Club	Previous board member for Exley Head Preschool.	None	04/04/24
Rukun Ahmed	Director – Computer Gentle						To be listed on the register
Catherine Birks	Airedale Resident	Yes	None	Airedale Resident	None	None	24/03/24
Fazeela Hanif	Manager (CEO) Highfield Community Association	VCS Organisation (Highfield Community Association)	None	None	None	04/04/24	Listed on the register
Charlotte Meek	Director – The Stitch Company Ltd	None	Creative Director at The Stitch Company Keighley Ltd	None	None	10/03/24	Listed on the register
Jan Smithies	Keighley BID Board Member	No	No	Trustee of Keighley Creative Member of the Labour Party	Civil partner of another Keighley Town Deal Board Member	27/03/24	Listed on the register

Item 2

Keighley Town Board Meeting Minutes

Location: Keighley College / MS Teams

Date / Time: Friday 07 March 2025 10.00am – 12.00pm

Attendees – In person:

Tim Rogers (Chair), John Barker, Liz Barker, Angela Blake, Mark Delves, Fazeela Hanif, Jonathan Hayes, Charlotte Meek, Robbie Moore MP, Kevin O'Hare, Rav Panesar, Cllr Alex Ross-Shaw, Cllr Abdul Shohid, Catherine Birks.

MS Teams: Joe Cooney (Observer), Nicola Poole – JCP, Christine South.

Apologies: Rukun Ahmed, Eden Clayton, Ryan Kaye, Scott Dyson, David Pearson, Dean Peltier, Georgina Webster, Richard Thorpe.

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	Welcome and Apologies The Chair welcomed everyone to the meeting, apologies were noted. RK/EC are no longer MHCLG representatives for Keighley Town Board and will not attend future meetings. RT will offer MHCLG guidance going forward.			
2	Meeting format and conduct			
3	Declaration of Interests No further declarations of interest were made			
4	Minutes of the last meeting and matters arising Approved subject to following amendment:	LB to be added as missed from the minutes	JH	ASAP
5	Highlight Report Project A – Development Investment Fund (DIF)			



ID	Notes/ Actions/ Decisions	Decision	Action Owner	Due Date
	<p>JH provided an update on the DIF projects as per the published board papers:</p> <p>Providence Park: Unit C fit out is completed and there is interest from businesses in the other site units.</p> <p>Beechcliffe Site: Site investigation is ongoing.</p> <p>Victoria Hotel: Assurance processes and planning are ongoing with the applicant.</p> <p>Project B – Town Centre & Infrastructure Improvements</p> <p>Low Street Phase 2 and Ingrow Lane: Completed.</p> <p>Connectivity Study: Further traffic modelling has taken place to set out the priorities for the Public Realm Improvements. Ward Member briefing and Town Board meeting planned once it has been finalized.</p> <p>Real Time Bus Information: 7 sites completed.</p> <p>Project C – Keighley Skills Hub</p> <p>JH confirmed that the Ministry of Housing Communities and Local Government (MHCLG) have approved the Project Adjustment Request (PAR), and they will be going into the old Sunwin House building. The Board agreed Project C should be linked to Project G.</p> <p>Project D – Manufacturing, Engineering & Future Technology Hub</p> <p>Unit C -The Agreement for the lease and Practical Completion have been finalized. Fit out is in progress.</p>			

ID	Notes/ Actions/ Decisions	Decision	Action Owner	Due Date
	<p>Project E – Capital Assistance to Business Growth</p> <p>MD provided an update including the high take-up of the grant, with £1.5m committed out of a total budget of £1.9m.</p> <p>The scheme is currently suspended due to being oversubscribed pending a review of grant projects approved. MD indicated that there was currently a waiting list of projects to be reviewed if further funding was available, or there was an underspend in the grant commitments to date.</p> <p>There will be a PAR to reduce or revise the number of businesses supported.</p> <p>The Chair and Board noted the success of and the demand for the Programme.</p> <p>MD left the meeting.</p> <p>Project F – Community Grant Scheme</p> <p>River Worth Friends, Scott Street, Haworth Toilets, Sangat Centre, Old School Room and Central Hall: Projects completed with work being done to collate the outputs.</p> <p>Keighley Cougars: A financial due diligence exercise is being undertaken (to be completed within 2 weeks).</p> <p>Haworth Village Hall Detailed cost analysis being undertaken to put Space to Inspire into the refurbished Caretakers house. The Board noted that the Community Ownership Fund, which was additional funding being sought to deliver a larger scheme, was no longer available.</p>			

ID	Notes/ Actions/ Decisions	Decision	Action Owner	Due Date
	<p>Woodville Activity Centre is currently undertaking site clearance, with some construction and building works underway.</p> <p>The Good Shepherd Centre on track to complete by early April 2025.</p> <p>The Keighley Worth Valley Railway has been paused temporarily whilst some discussions take place regarding the works. Expectation that issues will be resolved and project restarted imminently.</p> <p>Project G – Creative Arts Hub</p> <p>Procurement exercise is underway. The Board raised query regarding whether this project is affected by community ownership fund. JH confirmed that the funding was already secured along with BD25 funding.</p> <p>Project H – Women Employment Programme</p> <p>The project is currently undertaking a procurement exercise and then will need to go through the Grant Funding Agreement process with CBMDC. Fortnightly Meetings are being held.</p> <p>Project I – Keighley Art & Film Festival</p> <p>The Grant Funding Agreement is signed, and funds have been released. Further events planned.</p> <p>Project J – Community, Health & Wellbeing Centre</p> <p>An update on the Hub was given with the expectation that a financial model to deliver the scheme will be presented to the board within the next quarter.</p>	<p>Meeting to arrange with Airedale NHS Trust and Town Board</p>	<p>Council Officers</p>	<p>May 2025</p>

ID	Notes/ Actions/ Decisions	Decision	Action Owner	Due Date
6	<p>Plan for Neighbourhoods Update (previously Long-Term Plan)</p> <p>JH provided an update on the newly branded 'Plan for Neighbourhoods'.</p> <p>https://www.gov.uk/government/publications/plan-for-neighbourhoods-prospectus-and-tools/plan-for-neighbourhoods-prospectus</p> <p>A need to confirm membership and Boundaries by 22 April 2025, which will include a review of the current skill sets and gap based on the new prospectus.</p> <p>The priorities have been changed to have a community focus, with more resident input into addressing key challenges for Keighley. These include Thriving Places, Stronger Communities and Taking Back Control.</p> <p>The deadline for submission of priority-based plans is Winter 2025. There will be a rolling programme and the spend profile is 75% capital and 25% revenue.</p>	Board meeting to discuss gaps and review skill sets	JH	April 2025
	<p>Chair Proposal:</p> <p>Under the Governance Structure as the current Vice-Chair is unable to attend Towns Fund meetings, the Chair asked for nominations to come forward for a New Vice Chair. Nominated: Charlotte Meek</p>			
7	<p>PR & Communications</p> <p>No update</p>			
8	<p>AOB</p> <p>TR proposed a change to the Vice Chair, where a consensus was reached to appoint CM to the position in the place of DP. The board unanimously agreed to the change.</p> <p>LB shared information about the Space to Inspire Open Day, taking place on Sunday 9th March, 10am – 4pm at Haworth Village Hall.</p>	To inform DP of the change in structure	TR	April 2025
10	Date and Time of next meeting			



ID	Notes/ Actions / Decisions	Decision	Action Owner	Due Date
	MS Teams meeting to schedule regarding Project J – Community, Health & Wellbeing Hub and also to discuss the Plan for Neighbourhoods. Next Board Meeting: TBC	Board Meetings to arrange	JH	March-April 2025

5. Highlight Report – Item 3

5.1 Programme Management

5.1.1 Regular meetings taking place with Project Leads to manage progress, risk, outputs and financial profiles. This includes internal and externally managed projects. Alongside this, regular meetings are taking place with the Contracts Team to monitor compliance and spend for all the projects.

5.1.2 Project update – Manufacturing, Engineering and Future Technologies Hub received practical completion on 11th February.

5.1.3 MHCLG (Ministry of Housing, Communities and Local Government) Performance Template covering the financial period from 1st October 2024 – 31st March 2025 has been submitted. MHCLG have confirmed that financial commitments need to be in place by 31st March 2027, providing the Council with an additional year for commitments.

5.1.4 Development Framework for Keighley was published in April 2025 (**Appendix 1**) and includes a vision and aspiration for the Town. The Board may wish to consider proposals and their alignment to the Neighbourhood Plan for Towns and Regeneration Plan which will need to be submitted to MHCLG.

5.1.5 The Internal Programme Board provides additional assurance and governance of the towns fund projects and made up of senior council staff from legal, finance, procurement, planning, economy and development and estates. Meetings take place monthly and it is chaired by the Assistant Director of Economy & Development.

5.2 Project Updates – Risk Guidance:

RAG (Red, Amber, Green) Guidance					
Delivery	Score	Spend	Score	Risks	Score
Major issues causing significant delays (more than 6 months); processes interrupted or not carried out as planned, or significant changes to project. Likely to under-deliver on outputs	5	A variance of over 50% against profiled financial forecast (total expenditure) or changes to project finances due to poor or delayed delivery.	5	Programme includes projects with significant risks that are both high impact and high likelihood. Risk response not yet planned.	5
Issues arising or causing long delays to the timetable (3 to 6 months) but no significant changes required to overall project. Outputs may still be deliverable but challenging.	4	A variance of between 30 & 50% against profiled financial forecast (total expenditure). Budget changes have been required due to issues with project delivery.	4	Programme includes projects with significant risks that are either high impact or high likelihood. Risk responses planned but not implemented.	4
Issues arising causing some short delays to the timetable (less than 3 months).	3	A variance of between 15 & 30% against profiled financial forecast. Some budget changes have been required.	3	Programme includes projects with some risks that have medium impact and/or medium likelihood. Risk responses planned and implemented.	3
Minor issues have arisen causing only small delays. Project is on track to deliver outputs.	2	A variance of between 5% & 15% . Small re-profiling changes to budget required.	2	Programme includes projects with some risks that have medium impact but low likelihood. Risk responses planned and implemented.	2
No problems. Project is on track to deliver outputs and keeping to schedule	1	A variance of up to 5%. Spend is largely on track with any minor slippage expected to be picked up by the end of next quarter	1	All risk are tolerable with low impact and likelihood and do not require a response	1

5.2 Project Updates – Position up to May 2025:

Project Name	Value	Project summary	Project Delivery Status	Updates	Delivery	Spend	Risk
A – Development Investment Fund (DIF) - (Bradford Council)	£13.28m (Capital) £250k (Revenue)	Development of industrial units at Providence Park, Victoria Hotel and Beechcliffe Industrial Site.	Other	See individual updates	2	2	2
B – Town Centre & Infrastructure Improvements (Bradford Council)	£2.39m (Capital)	Investment in Town Centre and Infrastructure improvements.	Ongoing - On track	See individual updates	2	2	2
C – Keighley Skills Hub (Luminate Education Group)	£906k (Capital)	Bespoke learning space for residents to improve their employability skills. Linked to Project J.	Other Completion Date: Jan-26	The confirmed location for the Skills Hub is the Sunwin House building. Floor space has been agreed at 265.8m2. A Project Adjustment Request was approved by MHCLG. Grant Funding Agreement for the £906k being worked on.	3	3	3
D – Manufacturing, Engineering & Future Technologies Hub (Luminate Education Group)	£3m (Capital)	Purpose built training and education facility to be based at Providence Park.	Ongoing Completion Date: Feb-25	The Agreement for Lease and Practical Completion are finalised. Fit-out underway	2	2	2
E – Capital Assistance to Business Growth (Invest in Bradford Team)	£1.91m (Capital) £100k (Revenue)	Grant programme for new and existing businesses.	Ongoing - On track	May 2025: 39 applications approved with grant commitments at £1.5m from a total pot of £1.91m, of which £1.2m has been paid. 62.5 jobs verified plus an additional 12 apprenticeships. Future applications are paused due to the pipeline of applications being reviewed.	1	1	1
F – Community Grant Scheme (various external project leads, see below)	£4.8m £100k (Revenue)	Grant scheme for a range of community-based organisations.	Other	See individual updates	2	2	2
G – Creative Arts Hub (East Street Arts)	£2.6m (Capital)	Redevelopment of Sunwin House to a multi-purpose facility.	Ongoing – Delayed Completion Date: Jan-26	ESA were also successful in acquiring £1.229m from the Community Ownership Fund and £250k from BD25 Capital Culture Grant. They are currently negotiating the lease with Fraser Group and have gone out to tender, with the expectation that this will be concluded within the next two weeks. GFA being finalised as part of the lease negotiations.	3	3	3
H – Women Employment Programme (Keighley Association for Women and Childrens Centre)	£160k (Capital)	Refurbishment of the KAWACC premises	Ongoing – Delayed Completion Date: TBC	Planning approval granted in 2023, and architect designs completed. Additional funding sought as project costs higher than funding secured. KAWACC board have agreed to acquire the building from the council, valuation undertaken. FDD Completed – no issues. Once the sale is complete. Funds can be released for the extension.	3	3	3
I – Keighley Art & Film Festival (Keighley Creative)	£240k (Capital)	Range of events within Keighley to support inward investment.	Ongoing - On track Completion Date: Mar-26	10 Events delivered since 2022. The Stock Room Drawing Cinema Event. Drawing Box Events were all a success with footfall increasing by 10% in the Airedale Centre. Further funds to deliver events in 2025 and 2026 are in the process of being released. Keighley Sculpture Trail event Saturday 24 th may – Saturday 29 th June.	1	1	1

J – Keighley Community Health & Wellbeing Centre (Airedale NHS Trust)	£3.4m (Capital)	Creation of a health and wellbeing centre in the heart of Keighley. Linked to Project C	Ongoing – Delayed Completion Date: TBC	Activity has focused on the identification of viable funding routes, in terms of affordability for tenants. Changes in market conditions, in particular increased costs of borrowing and construction cost inflation have meant the project team are reviewing ways to raise investment needed to deliver this vital scheme for the town.	5	5	5
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Project A – Development Investment Fund [<£14m]

Project Name	Value	Project summary	Project Delivery Status	Updates	Delivery	Spend	Risk
B1.1 - Providence Park	£6.56m (Capital)	Creation of 7 industrial units on the former Universal Mills site, creating up to 4,100sqm of industrial space. Unit A, B and C (large business units), Unit D, E and F (small units) and Unit C - First Floor and Café (1st Floor Street Level)	Ongoing - On track Completion Date: Mar-25	Site completed and agreement for lease signed for one of the units (3,000sq ft) with interest in others. Unit C (MET Hub) practical completion was March 2025. Launch event expected in Autumn-25 when the building is in use.	1	1	1
B1.2 - Beechcliffe Site	<£6m (Capital)	Redevelopment of the 8-acre Beechcliffe site to deliver an industrial estate at land west of the A629.	Ongoing - On track Completion Date: Dec-26	Balfour Beatty (contractors) are at pre-contract stage and can deliver a scheme within the allocated budget. Pre-contract work will include a submission of a planning application and bio-diversity net gain improvements and site investigation works (14 weeks to Jul-25). Next stage will be further site remediation works to complete in Dec-26. Options appraisal completed regarding site usages once remediated.	2	2	2
B1.3 - Victoria Hotel	<£1m (Capital)	Redevelopment of the Victoria Hotel into apartments alongside retail units.	Ongoing - Delayed Completion Date: Mar-26	Application received from the owners with due diligence to be completed as part of the assurance process. Autumn-25 is the estimated date for a report and grant agreement if approved. An experienced Project Manager is in place to progress the scheme.	3	3	3

Project B – Town Centre & Infrastructure Improvements [£2.39m]

Project Name	Value	Project summary	Project Delivery Status	Updates	Delivery	Spend	Risk
B- Low St Phase 2	£505k (Capital)	Low Street Phase 2 will complete Low Street's refurbishment using a palette of natural stone paving, together with the installation of new planters, street lighting and robust street furniture.	Completed	Low Street - Phase 2 is complete.	1	1	1
B- Connectivity Study	£120k (Capital)	The connectivity study will deliver an analysis of the highways infrastructure and traffic patterns in Keighley town centre to inform proposals for public realm and highways improvements, linked to active travel.	Ongoing – Delayed Completion Date: Mar-25	Connectivity Study has been completed with further traffic modelling taking place to set out the priorities for the Public Realm Improvements. Ward Member briefing and Towns Fund Board meeting planned once it has been finalised.	2	1	1
B- Public Realm Improvements	£1.405m (Capital)	The study will deliver an analysis of the highways infrastructure and traffic patterns in Keighley town centre to inform proposals for public realm and highways improvements, linked to active travel.	Ongoing – on track Completion Date: Dec-26	This will focus on Cavendish Street and links to and from the rail and bus stations. Site investigations and surveys of Cavendish Street have commenced.	2	1	1
B- Active Travel/Infrastructure Improvements.	£260k (Capital)	Improvements to footpaths and cycle lanes at Ingrow Lane, Bradford Road, Thwaites Brow Road, Long Lee and Swine Lane.	Ongoing - On track Completion Date: Sept-25	Ingrow Lane, Bracken Bank, Bradford Road – Keighley completed. Thwaites Brow Road phase 1 (replacement of stone sett surface) completed in April 2024, with phase 2 started on site in Jan-25. Swine Lane (carriageway widening) proposals not going forward with budget reassigned to Thwaites Brow. Long Lee and rights of way from Hillside have been completed by the Countryside Rights of Way Team.	3	2	1
B- Real Time Bus Info	£100k (Capital)	A second phase of real time bus information in Keighley.	Completed	7 sites completed (Rawden Road – Haworth, Windsor Road – Oakworth, Aireworth Road – Keighley, Moss Carr Road – Long Lee, Slaymaker Lane – Oakworth, Valley Vue Close – Bogthorn, Elia Street – Keighley).	1	1	1

Project F – Community Grants [£4.8m Capital / £100k Revenue]

Project Name	Value	Project summary	Project Delivery Status	Updates	Delivery	Spend	Risk
>CG1 - River Worth Friends (Aire Rivers Trust)	£56.3k (Capital)	Replacing signage and improvements to footpaths and access maps.	Ongoing - On track Completion Date: Feb-25	Project near completion with the river walk signage still to complete. All planning permissions granted.	1	1	1
>CG2 - Scott Street (Keighley Healthy Living)	£95k (Capital)	Refurbishment of the Scott Street premises for Keighley Health Living.	Completed	Work on the building is now complete. Much positive feedback has been received from users	1	1	1
>CG3 - Haworth Toilets (Haworth Parish Council)	£130k (Capital)	Refurbishment of the main toilets in Haworth.	Completed	Work completed to the Haworth Toilets.	1	1	1
>CG4 - Keighley Cougars (Keighley Cougars)	£2.25m (Capital)	Redevelopment of the main stand at Keighley Cougars.	Ongoing – Delayed Completion Date: TBC	Due diligence has been completed and the Council is working closely with the applicant to resolve issues identified as part of that work.	5	5	5
>CG5 - Haworth Village Hall (Haworth Village Hall/Space to Inspire)	£1.1m (Capital)	Refurbishment and development of premises.	Ongoing – Delayed Completion Date: TBC	Due diligence is ongoing with the overall scope of the project being reviewed by Haworth Village Hall. The Council is working closely with them to resolve key issues around this, alongside evidence the funding released to date.	5	5	5
>CG6 - Sangat Centre (Sangat Centre)	£230k (Capital)	Refurbishment of premises at the Sangat Centre.	Completed	Works are complete with finishing touches applied with the building open for events and workshops.	1	1	1
>CG7 - Woodville Activity Centre (Yorgreen CIC)	£165k (Capital)	Creation of an enterprise hub.	Ongoing - On track Completion Date: Jul-25	Project started with site clearance and construction works taking place. Main building works are underway with strong community, education and business involvement. Output for volunteer hours will far exceed the target.	2	2	1
>CG8 - Old School Room (Haworth Old School Room)	£130.3k (Capital)	Replacement of the Old School Room roof.	Completed	Works complete.	1	1	1
>CG9 - Central Hall (Community Action Bradford & District)	£162.1k (Capital)	Replacement of the roof at Central Hall.	Completed	Works complete.	1	1	1
>CG10 - Good Shepherd Centre (The Good Shepherd Centre)	£140k (Capital)	Refurbishment of premises.	Ongoing – on track Completion Date: Mar-25	Works completed with launch event taking place in April 2025.	2	2	2
>CG11 - Keighley & Worth Valley Railway (KWVR)	£415k (Capital)	Projects to improve facilities for KWV Railway.	Ongoing - On track Completion Date: Sept-26	Water Tank House project now completed with the Haworth element being finalised. £1m Community Ownership Funding secured for Bridge 27.	1	1	1

Table 1: 1st April 2024 – 30th September 2024 Submission – Keighley Towns Fund

	RDEL/CDEL	20/21(£)	21/22 (£)	22/23 (£)	23/24 (£)	24/25 (£)	25/26 (£)	
A - Development Investment Fund	RDEL					83,334	166,666	
	CDEL		78,675	38,366	3,420,671	3,837,653	5,909,634	
	Total	0	78,675	38,366	3,470,671	3,920,987	6,076,300	£13,535,000
B - Town Centre and Infrastructure Improvements	RDEL			144,616	612,740	1,032,644	600,000	
	CDEL							
	Total	0	0	144,616	612,740	1,032,644	600,000	£2,390,000
C - Keighley Skills Hub	RDEL			31,721		443,930	430,349	
	CDEL							
	Total	0	0	31,721	0	443,930	430,349	£906,000
D - The Manufacturing, Engineering Future Technologies Hub	RDEL			37,026		2,962,974		
	CDEL							
	Total	0	0	37,026	0	2,962,974	0	£3,000,000
E - Capital Assistance to Business Growth	RDEL				50,145	24,855	25,000	
	CDEL		12,342	12,342	306,944	546,516	1,021,856	
	Total	0	12,342	12,342	357,089	571,371	1,046,856	£2,000,000
F - Community Grant Scheme	RDEL				24,834	22,053	53,114	
	CDEL			526,462	642,773	1,172,444	2,458,320	
	Total	0	0	526,462	667,607	1,194,497	2,511,434	£4,900,000
G - Keighley Creative Community Arts Hub	RDEL							
	CDEL		19,747	130,000	19,962	366,975	2,063,316	
	Total	0	19,747	130,000	19,962	366,975	2,036,316	£2,600,000
H - WEP (Women Employment Project)	RDEL							
	CDEL			38,558		79,900	45,542	
	Total	0	0	38,558	0	79,900	45,542	£164,000
I - Keighley Art and Film Festival (KAFF)	RDEL		31,747		82,000	45,000	81,253	
	CDEL							
	Total	0	31,747	0	82,000	45,000	81,253	£240,000
J - Keighley Community Health and Wellbeing Centre	RDEL				0	170,000	3,230,000	
	CDEL							
	Total	0	0	0	0	170,000	3,230,000	£3,400,000
Programme Management	RDEL				231,095	112,097	106,808	
	CDEL							
	Total	0	0	0	231,095	112,097	106,808	£450,000
	RDEL total		31,747	0	388,074	287,339	432,840	
	CDEL total		110,765	959,092	5,003,090	10,613,035	15,759,019	
	Total		142,512	959,092	5,391,164	10,900,374	16,191,859	

RDEL

Table 2: 1st October 2024 to 31st March 2025 Submission – Keighley Towns Fund

	RDEL/CDEL	20/21(£)	21/22 (£)	22/23 (£)	23/24 (£)	24/25 (£)	25/26 (£)	
A - Development Investment Fund	RDEL						250,000	
	CDEL		78,675	38,366	3,420,671	3,630,372	6,116,916	
	Total	0	78,675	38,366	3,470,671	3,630,372	6,366,916	£13,535,000
B - Town Centre and Infrastructure Improvements	RDEL			144,616	612,740	211,460	1,421,184	
	CDEL							
	Total	0	0	144,616	612,740	211,460	1,421,184	£2,390,000
C - Keighley Skills Hub	RDEL			31,721			874,279	
	CDEL							
	Total	0	0	31,721	0	0	874,279	£906,000
D - The Manufacturing, Engineering Future Technologies Hub	RDEL			37,026		2,738,853	224,121	
	CDEL							
	Total	0	0	37,026	0	2,738,853	224,121	£3,000,000
E - Capital Assistance to Business Growth	RDEL				25,145	12,355	62,500	
	CDEL		12,342	12,342	306,944	768,136	800,236	
	Total	0	12,342	12,342	332,089	780,491	862,736	£2,000,000
F - Community Grant Scheme	RDEL				24,834	22,053	53,114	
	CDEL			526,462	642,773	426,684	3,204,081	
	Total	0	0	526,462	667,607	448,737	3,257,194	£4,900,000
G - Keighley Creative Community Arts Hub	RDEL							
	CDEL		19,747	130,000	19,962	105,133	2,325,158	
	Total	0	19,747	130,000	19,962	105,133	2,325,158	£2,600,000
H - WEP (Women Employment Project)	RDEL							
	CDEL			38,558			125,442	
	Total	0	0	38,558	0	0	125,442	£164,000
I - Keighley Art and Film Festival (KAFF)	RDEL		31,747		82,000	126,253		
	CDEL							
	Total	0	31,747	0	82,000	126,253	0	£240,000
J - Keighley Community Health and Wellbeing Centre	RDEL				0	170,000	3,230,000	
	CDEL							
	Total	0	0	0	0	170,000	3,230,000	£3,400,000
Programme Management	RDEL				231,095	102,041	116,863	
	CDEL							
	Total	0	0	0	231,095	102,041	116,863	£450,000
	RDEL total		31,747	0	363,074	262,702	482,477	
	CDEL total		110,765	959,092	5,003,090	8,050,638	18,321,415	
	Total		142,512	959,092	5,366,164	8,313,340	18,803,892	

Financial spend moved to final year after previous submission

Delays in Project G have resulted in funding being moved to the final year

Payments ahead of forecast, with all funding to be released by 25/26

Delays have resulted in funding being moved to the final year

Spend for 24/25 is £2.59m less than forecasted from the previous submission

Funding can be split between 25/26 period and 26/27 for commitments

RDEL – Resource Departmental Expenditure Limits

CDEL – Capital Departmental Expenditure Limits

5.3 Project E: Capital Assistance to Business Growth (Appendix 2)

Position up to May 2025

Keighley Towns Fund	
Expressions of Interest (EOI) received	98
EOI Rejected	15
Applications approved	39
Jobs verified	62.5
Jobs pending verification	37.5
Apprenticeships verified	12
Apprenticeships pending verification	14
Total No. of new jobs to be created	126

Shipley Towns Fund	
Expressions of Interest (EOI) received	84
EOI rejected	10
Applications approved	29
Jobs verified	18
Jobs pending verification	74.5
Apprenticeships verified	2
Apprenticeship pending verification	3
Total No. of new jobs to be created	97.5

5.31 Average grant award for Keighley is **£40,572** whilst Shipley is **£29,312**. Grant applications for both towns total **£2.4m** with a private sector match of **£13.7m** with **223.5** new FTE jobs to be created as a result of the funding, across both towns (**126** for Keighley and **97.5** for Shipley).

5.32 The Invest in Bradford Team, who manage the Capital Assistance to Business Growth Programme are being supported by the Strategic Programmes Team to assist with the monitoring and payment of grant claims, setting up and managing the Decision Panel as well as analyzing the performance against forecasts.

5.33 Decision Panel meetings to consider submitted applications are held monthly to ensure that applicants receive a decision and outcome within 30 days of applying.

5.34 Meetings are held on a monthly basis with the marketing team to update and provide information on press releases, alongside weekly posts on social media. The Invest in Bradford Team will continue to advise and support businesses who have expressed an interest and assist with the application process.

5.4 Project Summary

5.41 Application Numbers:

Town	Application Numbers [Apr-25 to Mar-26]											
	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Keighley	-	39										
Shipley	-	29										

5.42 Jobs to be Created:

Town	Jobs To Be Created [Apr-25 to Mar-26]											
	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Keighley	-	126										
Shipley	-	97.5										

5.43 Jobs Verified:

Town	Jobs Verified (Apprenticeships in brackets) [Apr-25 to Mar-26]											
	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Keighley	-	62.5 (12)										
Shipley	-	18 (2)										

5.44 Grant Approvals:

Town	Grant Approvals [Apr-25 to Sep-25]					
	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
Keighley	-	£1,582,310.64				
Shipley	-	£850,050.18				

6. PR & Communications

6.1 PR

6.11 Good Shepherd Centre press release on work completed as well as planning approval for the Creative Arts Hub. Articles were published in both the Telegraph & Argus and Keighley News.

6.12 The BBC News also published the completion of Providence Park, focusing on the Manufacturing, Engineering & Technology Hub which will be managed by Keighley College.

6.13 Council Officers attended the UKREiiF Conference in Leeds (20/05/25 – 22/05/25) and attended a stakeholder engagement session focusing on Dalton Mills.

6.14 The Council's Marketing Team regularly share news articles across the social media platforms, including Facebook, LinkedIn and Instagram.

7. Any Other Business

7.1 Pan for Neighbourhoods (Appendix 3)

8. Date and time of the next meeting:

Friday 12th September 2025, 10.00am – 12.00pm TBC (Keighley Creative)