

# Keighley Town Board Meeting Minutes

Location: MS Teams

Date / Time: Thursday 3<sup>rd</sup> October, 09.30 – 11.00am

## Attendees

Tim Rogers (Chair), Kevin O'Hare, Catherine Birks, Cllr Alex Ross-Shaw, David Pearson, Elizabeth Barker, Fazeela Hanif, Jane Hargreaves, John Barker, Georgina Webster, Michelle Rushworth, Rav Panesar, Ryan Kaye (MHCLG).

**Apologies:** Cllr Abdul Shohid, Angela Blake, David Warren, Barbara Brooks, Candy Squire Watt, Charlotte Meek, Dean Peltier, Eden Clayton (MHGLC), Jan Smithies, Joe Cooney (Observer), Jonathan Hayes, Robbie Moore MP, Rukun Ahmed, Sarah Broadbent, Scott Dyson.

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<p><b>Welcome and Apologies</b> The Chair welcomed everyone to the meeting, apologies were noted.</p> <p>JH was introduced as the Programme Manager who will be taking over from MR who is leaving the council.</p>			
2	<p><b>Meeting format and conduct</b></p>			
3	<p><b>Declaration of Interests</b> No further declarations of interest were made</p>			
4	<p><b>Towns Fund Updates:</b> <b>Project A – Development Investment Fund</b> <b>Providence Park</b> This is on schedule to be completed by October 2024 with most of the units close to being built.</p> <p><b>Beechcliffe Site</b> MR provided an update regarding this scheme, including progress and risks. A Project Adjustment Request (PAR) will be required for the Beechcliffe site due to a reduction in sq m industrial space, alongside a reduction in outputs as residential units were included in the original Monitoring &amp; Evaluation Plan.</p> <p><b>Victoria Hotel</b> There are delivery options being explored, as per the board papers, however, the board raised the query of utilising some spend to ensure the building is water-tight, alongside any interest in retailers for the ground floor. The board also expressed concerns regarding the deliverability of the scheme and associated challenges.</p>	Provide an update at the next board.	Council Officers / MHCLG	Dec-24



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	<p>operational. The Old Parcels Office 'pub' is due to also open on 04/10/24 with an event planned over the weekend.</p> <p>Project C – Keighley Skills Hub This was originally due to be located at the Health Centre, however, a decision was taken by Luminate Education Group to review alternative options, including a potential move into the Creative Arts Hub. Further investigative work is taking place to check whether the building is structurally sound to construct a mezzanine. A PAR will be needed for a change of location.</p> <p>Project D – Manufacturing, Engineering &amp; Future Technology Hub The Grant Funding Agreement and Agreement to Lease has been signed and some funds have been released to progress the project. They will be located at Unit C in Providence Park and due to open in January 2025. Risk rating to review for this project.</p> <p>Project E – Capital Assistance to Business Growth RP provided an update on this scheme, including the approvals to date. A PAR maybe required to reduce the number of businesses supported, however the team managing the programme are reviewing these options. GW indicated a summary of the type of businesses being supported and their sector would be useful to understand.</p> <p>Project F – Creative Arts Hub This is at RIBA 3 and ESA (Project Leads) are reviewing designs with the input of Keighley Creative and Keighley College. A structural engineer is working with Frasers Structural Engineer to determine whether the building can accommodate the mezzanine. Discussions to agree the GFA are ongoing.</p> <p>Project H – Women Employment Programme There is a current shortfall in funding to deliver this project, with alternative options being explored. KAWACC are looking to purchase the building and have had a valuation on the building and repriced the works with the preferred contractor. The project is at risk and the council cannot enter into an agreement until the deliverability of this scheme can be demonstrated. The board expressed concerns regarding whether this could be delivered within the timescales of the Towns Fund, including offers of support to help progress and adjust the project.</p> <p>Project I – Keighley Art &amp; Film Festival A range of events have been delivered which has resulted in footfall increasing within the town centre. The team are looking at match-funding to deliver further events.</p>	<p>Risk rating to review for this project</p> <p>Summary of the businesses being supported</p>	<p>Council Officers</p> <p>Council Officers</p>	<p>Dec-24</p> <p>Dec-24</p>

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	<p>Project J – Community, Health &amp; Wellbeing Centre            This project is at risk due to a funding gap where a viable route to acquire further funds is needed. A planning pre-application has been made and a project board has been setup. Discussions are ongoing with third party developers have indicated that options are currently not feasible, so discussion are taking place to review ways this can be delivered. TR indicated that services from the hospital could be delivered through the Health &amp; Wellbeing Centre whilst the new hospital is being built. ARS has met with the NHS team and reviewing the viability gap, including ways it can be delivered. There are strong outputs, including jobs and the opportunity to create a wider benefit to Keighley.</p>			
5	<p><b>Date and Time of next meeting</b>            6<sup>th</sup> December, 10.00 – 12.00pm, Keighley College</p>			