

Keighley Town Deal Board Meeting Notes

21st December 2020, 6pm-7pm (via Webex)

Attendees:

Ian Hayfield, Steve Kelly, Chris Joyce, Cllr Alex Ross Shaw, Georgina Webster, Judith Furlonger, Mark Elders, Paul Haworth, Paul North, Cllr Peter Corkindale, Robbie Moore MP, Jason Longhurst, Shelagh O'Neill, Lorraine Wright, Sophie Brown, Steve Seymour, Adrienne Reid, Elizabeth Barker, Mark Wilkinson, Lorraine Coates, Richard Bayley, Lindsay Whitley, Hugo Bessis, Margaret Kalaugher, Alena Horvathova

Apologies:

Lily Hall, Soo Nevison

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<p>Housekeeping</p> <p>Minutes of last meeting were agreed as an accurate record.</p> <p>Declaration of Interests (DoI) – it has been emphasized that without the DoI forms, the MHCLG will not accept the TIP.</p> <p>Alena to chase Board Members where we still have the gaps.</p>		Alena	22/12/20
2	<p>Feedback from Direction of Travel meeting</p> <p>Two key points from Direction of Travel session :</p> <ul style="list-style-type: none"> Stakeholder and Public Engagement Deliverability of the projects – understanding delivery timeline 			
3	<p>Update on Project sifting</p> <p>Fayyaz and Richard from Atkins group updated the members on Project sifting and criteria.</p> <p>Sift 1 : Pass or Fail To pass, the project has to be capital, fit the geographic area, be within the Towns Fund financial limit and fit with the town's vision and strategy.</p> <p>Sift 2 : Prioritization</p>			

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	<ul style="list-style-type: none"> • Each project is assessed under three sets of criteria <ul style="list-style-type: none"> ○ Town Specific Criteria (agreed objectives) ○ HMT Green Book Appraisal (value for money, affordability, achievability and stakeholder support) ○ Strength of contribution to objectives • A framework has been developed to determine what each score (1-5) is worth • This allows to apply a rational methodology and reduce biases <p>Projects have been categorised under the 7 themes as follows:</p> <ul style="list-style-type: none"> • Property remediation • Town Centre improvements • Infrastructure • Skills • Community and enterprise • Culture and heritage • Health and sport <p>Richard presented an update on the sifting process and a discussion took place.</p> <p>Richard said that he needs to obtain some more information regarding certain projects and he will be contacting people directly.</p> <p>Board members felt that the projects need to include a short summary / to give out true indication of what the projects are about. Agreement was reached for Atkins to add few lines (summary) to each of the sifted projects prior to going to public consultation.</p> <p>The query was raised by the Board if there will be additional requirements / scrutiny should the projects exceed £25M.</p> <p>In response it was confirmed that there will be expectation for such projects to have regional and national significance and they will be subject to greater scrutiny.</p>		<p>Richard</p> <p>Atkins</p>	<p>ASAP</p> <p>22/12/20</p>
4	<p>Engagement & Consultation</p> <p>Press release to go out on 22/12/20 via newspaper, local radio, television, websites (My Town, Town Hub, Council)</p> <p>Engagement with local community, residents & stakeholders on short listed projects will be done via online survey. Stakeholder feedback will be fed into the project prioritisation results.</p>			

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	<p>A link to the survey will be included in the material and will also be cascaded, using existing lines of communication (email chains, newsletters, social media, etc) and by stakeholders.</p> <p>Board Members asked to share the consultation with their wider networks and encourage the public and business to complete the survey.</p>			
5	<p>Next steps</p> <p>22 December 2020 – 04 January 2021 Communication & Engagement with the local community, residents and stakeholders.</p> <p>5 January 2021 Bradford Council Executive Meeting – Update on Towns Fund Programme</p> <p>07 January 2021 Keighley Town Board meeting to review initial draft of Section 1 of TIP</p> <p>14 January 2021 Check and Challenge Session - Towns Hub team to review initial draft of whole TIP A small numbers of Board Members will be invited to the session – a number of Board Members expressed an interest.</p> <p>27 January 2021 Keighley Town Board meeting to recommend TIP for submission</p> <p>w/c 25 January 2021 Bradford Council to approve the submission of the TIP following recommendation from the Town Boards</p> <p>29 January 2021 Submit TIP to the Government</p>			

Dates of next meetings: 7th January 2021, 5pm-7pm