

Keighley Towns Fund Board Meeting Minutes

Location: Civic Centre Keighley (MS Teams available)

Date / Time: Friday 3 February 2023 10.00am – 12.00pm

Attendees – In person:

Ian Hayfield (Chair); Liz Barker; Angela Blake, Steven Bird; Peter Corkindale; Angela Hays; Georgina Webster; Robbie Moore MP; Naz Kazmi; Phil Walker.

Attendees – MS Teams: Anne-Marie Woolham; Alan Lunt; Lorraine Coates; Soo Nevison; Dave Partridge.

Apologies: Judith Furlonger; Steve Seymour; Cllr Alex Ross-Shaw; David Warren; Kevin O’Hare; Mike Atherton.

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<p>Housekeeping – Apologies, Minutes, Actions, Declarations of Interest</p> <p>Minutes of the previous meetings were accepted as a true record</p> <p>Discussion was held on the importance of transparent minutes that fully reflect the meeting.</p> <p>Declarations of Interest – Georgina ref KC project</p>		Accountable Body – minute taker needed	
2	<p>Matters Arising</p> <p>IH formally thanked LW for all her efforts with the Towns Fund</p> <p>IH - Board keen to see more positive news stories in wider number of outlets, more communication with the board itself and regular updates on where projects are. Need for all board members to attend meetings and bond as a board.</p>			
3	<p>General Update</p> <p>Health Hub The project has lost some momentum. Need to be clear where the project is at.</p> <p>The area has been temporarily grassed over. Meeting with RB planned once response from HE. Bradford Council were awaiting HE response which was received yesterday. The letter says the land should be used for employment – but HE will not place any restrictions that would inhibit the progress of the TF project. The</p>			

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
	<p>desire is to provide some green space. Additional green space can be provided elsewhere. But the current desire is to move this project forward on behalf of communities. Discussions were ongoing with both HE and DLUHC.</p> <p>Would there be any clawback – would HE want to retain a percentage – if the design was different? AL replied that a possible reconfiguration of the L shape could be considered. Positive response from HE - now need to put the 'meat on the bone' – pushing to get the figures from Airedale Trust. Need more detail to put in front of government. Need to ensure quick progress need support of the Board to deliver effective use of site. Arrange to meet RB. Continued discussion with NHS. Police confirmed do not wish to use the site – potentially there is another use on the site. Need to move forward quickly</p> <p>The Chair expressed a need for the Board to be heard by DLUHC. Board agreed in July to pursue the project and has supported the project on 3 occasions. The TF Board is an Advisory board. There is an urgent need to agree a way forward.</p> <p>Government wish to see a potential for a way forward, to satisfy all parties. A block plan will be presented to RM. DLUHC is fully aware the Board has supported the project and this has been reflected in discussions with the government department.</p> <p>Next steps – can a deadline be set?</p> <p>RM referenced the LUF application.</p> <p>Board members were lease to hear government is giving due consideration to the Board support/commitment. The project has been discussed in detail and several Board meetings. The TF Board meetings represents a collective view of individuals. Colleagues from council helped with the facts.</p> <p>A discussion has to take place to take into account full discussions / formally and in detail</p> <p>IH to meet AL and RM next week. Board /Chair asked for an update every 2 weeks</p> <p>LB asked about the status of the interim appointments. AL will continue to support and advise but the Board is the fulcrum and represents what is wanted / delivered; the views of the Board are taken into account.</p> <p>AL - IH requested more regular meetings with AL (interim) and David</p>		<p>AL and BM to meet with RM</p>	

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
	<p>Shepherd (substantive). All to ensure communication channels remain open and information shared.</p> <p>IH DS maybe to attend one board meeting Thank you Alan for being supportive. DS has talked with officers, not yet to Chair.</p>			
3	<p>Keighley Creative</p> <p>GW gave the background</p> <p>The target acquisition date of Dec 31 was not met - complicated deal (Fraser Group/Co-op). Believed KC could do this by Dec 31st - KC found communication challenging. As a lesson learned KC might let the Board know how they found the process. KC did everything asked to do RIBA 2 Status produced in time, worked hard. The (GFA) was drafted in advance and issued when the details were available - all the requirements were not in place - needed prior to gaining the appropriate authority)</p> <p>Council were in a position where it was not possible to pursue internal processes in time for a 31.12.23 acquisition. No option but for KC to pull out.</p> <p>ESA very supportive of KC on the ground. VAT advice showed VAT payable. KC have started to work with Jon Wakeman of ESA – important £2.6m not lost to Keighley. ESA may want to move this forward. Formal discussions commenced. Formal partnership to be established. Workshop on Monday 6th Feb.</p> <p>KC Business case and original application being renegotiated – factors influencing KC - Economic crash; small building unable to deliver outputs; have to pay VAT.</p> <p>Outputs and outcomes need re-visiting. As a Chair the challenges presented by this project have affected KC. KC need to source other grants that may be dependent on a building, it is an issue for the future of KC.</p> <p>GW gave a quick history of ESA involvement with KC in Keighley.</p> <p>AL sees the synergy and ESA have the wherewithal as well as the knowledge of Sunwin.. 3 requirements - agreement form Fraser Group the deal is still available; the 2 reports - Valuation/structural as a matter of urgency. Next steps have been clarified with ESA so a proposal can be made in a timely manner, communication is key; KC can be reassured ESA can move as fast as possible to keep this creative project in the town.</p>			

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
	<p>For the board to support the ESA project they must obtain an up to date RICS valuation of the property asap - so the board , the council and ESA - know the current value of the building . In addition they must obtain a condition report (to include M & E) - building survey report - all parties need to know the condition of the building .</p> <p>The council agreed that they would inform ESA that for the board to continue supporting the project they should action the above</p> <p>Development Investment Fund – Providence Park</p> <p>DP gave context to scheme, redeveloped corner site on Dalton Rd. Privately owned brought forward for redevelopment for industrial units- move away from traditional business - 7 individual units with 1 leased to Keighley College (Luminate).</p> <p>Scheme was conceived in 2020 planning permission obtained in 2021. Tied in with Towns Fund bid as fit with the type of project promoted in the TIP. The development is a £12m project including demolition, highway links, construction of high spec units including solar power and battery storage. The grant ask of £6.5m has been assessed by Cushman Wakefield and offered to the applicant to take forward. The legal agreement will be signed very shortly. This also provides the basis for a model for other DIF projects. The agreement incorporates expectations; outputs; overage; clawback and has been a thorough and Comprehensive process, protecting the interest of the Accountable Body. The award has received Programme Board recommendation. The projects will be on site Spring 2023 - 2024 units completed.</p> <p>Outputs 2.34 ha 41,000 sq ft, 80/100 jobs</p> <p>There was a question on risks? Risks have been identified in the business case, in the appraisal and have been addressed in the Grant Funding Agreement.</p> <p>Other projects Victoria Hotel and Beechcliffe in the pipeline.</p> <p>Naz Kazmi gave an update on the Women in Employment Project They have received a cost estimate; sourcing some match funding; Business Network visit was very positive; Council support very positive; Heart and soul, wants to see project happen. The project will mean represented Asian women locally can achieve financial independence and confidence. IH asked for photographs and some publicity (the new comms commission can pick this up, starts early March).</p>		AH/AL	

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
8	<p>AOB</p> <p>Request for the Board to agree for the balance of the CG funds (93k) to be utilized for any CG projects that may be requiring additional financial support and are ready to go. The Board agreed to this.</p>	<p>Agreed</p>		

Date of the next meeting: Friday 17th March at Keighley College