

Report of the Strategic Director of Regeneration to the meeting of the Regeneration & Economy Overview and Scrutiny Committee to be held on 30 November 2016.

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Subject:

Regeneration in Keighley

Summary statement:

An update on regeneration activity in Keighley

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Portfolio:

Regeneration, Planning & Transport

Overview & Scrutiny Area:

Regeneration & Economy



1. SUMMARY

1.1 The report provides an update on regeneration activity in Keighley.

2. BACKGROUND

2.1.1 The Committee received a report a year ago. This update provides progress made since that time. As before it is a “compendium” report which facilitates an overview of activity. The report focuses on items that are of particular interest to councillors, but does not cover all regeneration activity eg it does not cover the continuing work of the planning service in dealing with planning proposals.

2.1.2 Whilst this report often focuses on the Council’s activity, regeneration work is inescapably connected to the work and efforts of others, often outside the Council. This report acknowledges the contribution of other people, businesses and agencies in the regeneration of Keighley.

3. OTHER CONSIDERATIONS

3.1.1 Some subjects have been discussed at appropriate committees between last year and now.

4. FINANCIAL & RESOURCE APPRAISAL

4.1.1 There are no spending decisions for this Committee.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

5.1.1 All projects are assessed in the interests of safety to ensure that there are no risks wherever possible or where existing situations have some inherent risk, the following projects will aim to minimise that risk.

6. LEGAL APPRAISAL

6.1.1 There are no legal issues arising

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

7.1.1 The Council’s Regeneration work is aimed at achieving the Council’s objectives whilst also addressing where there is market failure. The work is aimed at making Bradford a more prosperous District whilst promoting equality and diversity.

7.2 SUSTAINABILITY IMPLICATIONS

- 7.2.1 Where projects raise sustainability issues, these considerations are raised in the relevant appendix. The transportation items should however be mentioned here as a key consideration in reducing traffic congestion is the positive impact this would make on air quality.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

- 7.3.1 These considerations are raised where appropriate in the relevant appendix. The transportation items should however be mentioned here as a key consideration in reducing traffic congestion is the positive impact this would make on air quality.

7.4 COMMUNITY SAFETY IMPLICATIONS

- 7.4.1 These considerations are raised where appropriate in the relevant appendix. The transportation items should however be mentioned here as a key consideration in reducing traffic congestion is community safety.

7.5 HUMAN RIGHTS ACT

- 7.5.1 There are no implications for Human Rights

7.6 TRADE UNION

- 7.6.1 There are no issues for Trade Unions

7.7 WARD IMPLICATIONS

- 7.7.1 There are subjects here of interest for businesses/residents and representatives of Keighley Constituency Wards and particularly the central Keighley Wards.

8. NOT FOR PUBLICATION DOCUMENTS

- 8.8.1 None

9. OPTIONS

- 9.1 This report provides a snapshot of regeneration activities which can be considered on their own merits however confidence often arises from the impact of a number of different activities.
- 9.2 The Council has a varying involvement and responsibility in these projects with a matching management input from the service involved.
- 9.3 The Airedale Partnership has a continuing overview of Regeneration in Airedale and will continue in this role.

10. RECOMMENDATIONS

10.1 That the report be noted.

11. APPENDICES

- a) Chesham Street
- b) Former Keighley College
- c) Former Worth Valley Shopping Centre
- d) Invest in Bradford
- e) Keighley Airedale Business Awards
- f) Keighley Business Improvement District
- g) Markets
- h) Keighley Townscape Heritage scheme
- i) Transportation
- j) Council wardens.

12. BACKGROUND DOCUMENTS

12.1 This report follows up the report heard by Regeneration Overview and Scrutiny Committee on Dec 16th 2015, Doc N with some additions in terms of subjects covered.

Appendix a

<p>Activity: Business Development Space</p>	<p>Project title: Chesham St, formerly Harold Town Building of Keighley College</p>
<p>Purpose</p>	
<p>The Council demolished the Harold Town building which was purchased as part of the estate of the former Keighley College in 2006. The building was in poor condition and was demolished to provide a business development site close to the Town Centre off the Dalton Lane business corridor.</p> <p>Some of the land was sold to Teconnex for car parking in 2012, which is based next door. The company had already expanded on the other side of its premises and now needed further space.</p> <p>Teconnex has continued to expand rapidly and has maintained an interest in developments on the site as the company has grown.</p> <p>Over and above the Council's landholding, further opportunity has arrived as the site next door became available for purchase. It was taken on (July 2015) by the successful local developer Jim Turner who had recently completed a range of improvements in Royd Ings, which were fully taken up by business.</p> <p>The Council has reached a development agreement with Blue Ice Developments (JT), and is looking to see the 2 sites developed as a whole as this would make the best use of the land in one coherent development block.</p>	
<p>Current position, including reporting arrangements</p>	
<p>The development company has been doing the necessary site works prior to marketing the site to interested parties. Land for business development is at a premium in Keighley and Airedale. This will not only provide welcome business space, but also further employment close to the town centre, with the benefits that this proximity is likely to bring in terms of trips into town for goods and services.</p> <p>As the site was bought with grant from the, now defunct, Yorkshire Forward, the Homes and Communities Agency (as successor body/grantor) has a call on funds generated over the Council's costs.</p>	
<p>Anticipated outcome, including timescale.</p>	
<p>It is anticipated that the site will be developed over the next 2-3 years.</p> <p>The joint agreement between the Council and Turners means that the adjacent sites will be developed as a whole with improved access and site layout as a result, getting the best out of the site for business end users and those domestic properties neighbouring the site.</p> <p>The size of the whole site at 8 acres amounts to 130,000 square feet of potential built space. This may well equate to 260 jobs accommodated for B1 use. This would be welcome expansion space and close to the town centre.</p>	

Activity: Re-use of former college buildings	Project title North Street and Cavendish Street
Purpose	
<p>Assistance to Further Education and town centre development.</p> <p>These adjacent sites were purchased with grant from Yorkshire Forward to help Leeds City College complete its budget for the new Keighley campus. The old buildings were occupied by the college whilst the construction was undertaken. Subsequently the buildings were occupied temporarily by the Council. The buildings were vacated and marketed. Unfortunately between purchase and marketing the property market was hit by the recession and the Council faced a major challenge in finding a new use for the former college buildings. The buildings are within the conservation area but are not listed. This heightened the level of expectation necessary to satisfy planning that appropriate efforts had been made to find new uses.</p> <p>A long marketing campaign conducted by Mark Brearley, a local property specialist, did not produce any offers for North Street that were of interest to the Council.</p> <p>Offers for Cavendish Street were received although this was subject to consent from the Homes and Communities Agency as reported at the last update.</p>	
Current position, including reporting arrangements	
<p>The North Street building, which is significantly the larger and stands at the junction of North St and Cavendish St. was the subject of planning decisions in July 2016. Permission was given to demolish the whole building. Outline planning permission was given for a public sector hub to allow major public sector services to share space on this site, saving costs through working out of premises designed for the purpose. They will also free up vacated sites.</p> <p>Arrangements are not yet concluded and all the organisations involved are subject to commercial confidentiality at present. The Council is the lead partner in the development and the Executive has set aside funds for the development, with expectation that other organisations will buy into the development.</p> <p>There is also permission for a meanwhile use on the site in case there is any gap between demolition and construction. This is a contingency and may never be required. A strip of land in line with North St. Has been identified as a potential additional left turn lane from North Street into Cavendish Street. This will be considered alongside other options being prepared by Transportation to address congestion issues.</p> <p>Preparations for demolition are now well advanced. Final strip out of asbestos within the building is expected to be completed over the next few weeks. This will be followed by the start of demolition. The site will be cleared from the Alice Street end of the site towards Cavendish Street. Materials that can be re-used will be salvaged as part of the contract. The stained glass window will be removed by a specialist contractor and stored by Museums and Galleries until it can be re-used locally.</p> <p>The contractor, D.Hughes, has worked for the Council previously and provided best value through the tender process. The WW2 air raid shelter located under the car park has been further recorded by West Yorkshire Archaeological Services (WYAS) and has been demolished and in-filled to provide an appropriate base for future construction. There has been no</p>	

requirement to retain the structure and it would have been impossible to provide access for interested parties. The recording can be seen via the West Yorkshire Historic Record.

The Cavendish Street building was marketed and a buyer found. The Homes and Communities Agency decided that they would not release the building for sale as the buyer had changed its legal status during the disposal process. Consequently they have suggested the Council revisit the disposal process. The focus of attention has recently been on the move toward demolition of North Street. Permission to demolish has allowed a period of reflection on the future of the Cavendish Street building, allowing the organisation that was originally the preferred buyer an opportunity to address their legal status issues. It should be noted that if the building is returned to the market there will be no assumption that the previous outcome will be repeated.

Anticipated outcome, including timescale.

The North Street building will be demolished over a period up to 30 weeks. It is proposed that it will be replaced by a public sector hub on the same site. Demolition will involve some road closures at particular stages. This will be on Sundays and whilst as many as 5 occasions may be necessary, it is expected that 3 Sundays will be adequate. Appropriate neighbour notification will be implemented.

The site may yield a contribution to the traffic management remedies if the additional lane is decided to be of merit.

The Cavendish Street site will be considered for either further marketing or demolition.

The public sector hub may result in other buildings being vacated as rationalisation of property takes place, yielding further regeneration opportunities.

The hub would accommodate jobs within the town centre, boosting trade and retail.

Activity: Town centre redevelopment	Project title Former Worth Valley Shopping Centre
Purpose	
<p>To provide new development to expand the offer of Keighley town centre. The site is the natural grow on space for the town centre and this was recognised in earlier planning approval.</p> <p>The former owner of the site, Stainsby Grange became unable to deliver the proposed shopping centre. Whilst it is unfortunate that retailers were affected by the recession and then competitive demand once the recovery began, we are perhaps fortunate that Stainsby Grange delivered a cleared site in the right place for expansion of the Town centre.</p> <p>There was a long period whilst new ownership was sorted out, with ownership moving from the former owner Stainsby Grange to the new owner U A I.</p>	
Current position, including reporting arrangements	
<p>U A I is a London based developer with significant interests in London, Manchester and Leeds. with a lot of development/retail experience. Agents are actively promoting the site to potential end-users/tenants.</p> <p>An officer team was requested by Cllr. Green when the new prospective owner emerged and was assembled to include Economic Development, Planning and Transportation staff. This assistance continues.</p> <p>The new owners of the site - U A I met officers again on October 18th.</p> <p>It is expected that there will be a further meeting before Christmas.</p>	
Anticipated outcome, including timescale.	
<p>Proposals are developing, but at an early stage, The developer expects to make a proposal in the New Year.</p> <p>It is expected that the site will receive some attention from the company to address the perimeter appearance in the coming weeks.</p>	

<p style="text-align: center;">Activity: Department of Regeneration, – Economic Development Service, – Invest in Bradford – (IIB)</p>	<p style="text-align: center;">Project title: Assistance to small and large businesses in Keighley including new business start-ups</p>
<p>Purpose: Enable businesses to start-up, existing business to grow, help with capital investment, up skilling the workforce, assisting businesses to clean-up after the Boxing Day floods 2015, make business premises flood resilient and help businesses in the recruitment of apprentices.</p>	
<p>Invest in Bradford (IIB) is the District wide team within the Regeneration Service that provides direct assistance to business and assists in making accessible business related grant from e.g. Leeds City Region and its Local Enterprise Partnership (The LEP). Direct assistance to small and Micro businesses in Keighley was provided through use of a European assisted project under Priority 3 of the former European Structural funds Programme. The definition of a SME (Small to Medium Enterprise) is a business which has less than 250 employees & turnover under £50 million.</p> <p>When that programme ended, the Council extended the service provided - funding the work itself however there was a limit to this as contracts could not be extended and extended again and the expected arrival of the new European Programme was not agreed when anticipated. The Regeneration service is considering how it might deliver a community enterprise support programme. There is no scope for European funding for this activity under the new programme. In addition to direct advice to business, the service has been involved in the delivery of flood recovery grants due to the flooding of Boxing Day floods in 2015.</p>	
<p>Current position, including reporting arrangements</p>	
<p>The IIB staff are continuing to provide advice as previously although the capacity without European assistance is more limited. IIB is a District Wide scheme and reports via Strategic Director for Regeneration. The Bradford Kickstart programme of support to new business start-ups formally came to a close at the end of March 2016. Since then part of the work has been taken up by Airedale Enterprise Service (AES). In addition to the Council's input, Leeds City Region provides 2 posts, one of which is shared between Airedale and Craven, Mark Delves is the staff member working across authorities. The other covers Bradford. This provision points the best source of advice towards interested businesses and vice versa. The work is annually renewable by the LEP. Assistance from the various LEP funding streams is collated at LEP level and disseminated via the various LEP reporting lines.</p>	
<p>Anticipated outcome, including timescale.</p>	
<p>IIB staff work with colleagues to make coherent the ingredients necessary for business to grow, from land supply, skills, transport. The service provides assistance to Keighley based businesses. Assistance provided under the flood grant scheme proved invaluable in allowing a large number of businesses to quickly clean up and start trading after the aftermath of the Boxing day floods in 2015. The flood resilience grant has helped to mitigate the impact of flooding in the future. The IIB team worked with Grants to up skill the workforce and assist with the recruitment of apprentices. This will aid in the development of the workforce leading to a more skilled workforce and a steady flow of new entrants via the apprenticeship route.</p>	

In the final three months of Bradford Kickstart the following outputs were achieved:

Bradford Kickstart figures during January, February & March 2016	
Case studies	3
Workshops delivered	0
Businesses created	4
SME assisted	7

Follow on activity in **Keighley** since 1st April 2016 – 31st October 2016 has been undertaken by Airedale Enterprise Services from their own resources resulting in:

Pre starts & Start-ups

One to one appointments / telephone appointments - **38**

Incubator units – Businesses assisted –occupying our Incubator space - **9**

Virtual Office – Start-ups accessing our Virtual office service (mailing address) - **18**

Assistance with Business planning/cash flow forecasting for start-up loans – **48**

Start & Grow programme - **8**

Loans drawn down – **19**

AWWesome Business club members - **65**

SME's assisted

LEP skills Service – **8 businesses**

LCR - Grant applications – **4 businesses**

Digital skills training – **16 businesses**

Business development training – **42 businesses**

Invest in Bradford activity follows:

A breakdown of grants awarded and companies receiving assistance in 2016 includes:

A total of £36,405.60 has been paid out to Keighley business or organisations as part of the £2,500.00 flood relief clean-up grant funding. In most cases the full amount claimable of £2,500 has been paid.

IT Jack Ltd t/a Bump & Babes	The Lunch Box
Lateral Designs	Silsden Golf Driving Range
Mill Hey t/a Harden Holmes	Posh Nosh
Mother Hubbards Rest	Leach & Thompson
Hairtec	The Curve
Rolands	Fine Wood Designs Ltd
Beat Herder	Aire Valley Auto Electrics
John W Laycock Ltd	Bellissimo Investments
The Taylor Partnership	Renaissance Motor Cycle Workshops

A Total of £40,361.00 has been committed in respect of flood resilience schemes for the following premises and businesses in the Keighley Constituency. A total of £5,000 per business was available.

Mark Paynter (Radius Partnership/The Curve)	Mother Hubbards Bradford Road
Keighley & Worth Valley Railway Station	Muirhead Dental Health Service
Mr Raza Israil	Advanced Power Technology Ltd
Halfords Bradford Road Keighley	Craven Heifer (Addingham)
BumpNbabes Bradford Road Keighley	Mill Hey
Keighley Diesels Bradford Road	Addingham Social Club

Keighley Constituency

Keighley Constituency					
Business Growth Programme (Figures till end August 2016)		Apprentice Grant for Employers (correct as of mid-July 2016)		Skills Service (approved to date August 2016)	
Sum of Grant Offered	No of grants	Sum of Grant Offered	No of grants	Sum of Grant Offered	No of grants
£1,679,018	32	£156,800	81	£55,703	31

Activity: Business promotion	Project title: Keighley Business Awards, becoming Keighley and Airedale Business Awards
Purpose	
<p>The Keighley Business Awards have developed since 2013 to provide a cross-sector showcase for business excellence. The awards are supported by an organising Committee of businesses alongside business focussed public sector services.</p> <p>The 2016 awards, held in June, recognised Acorn Stairlifts as Business of the Year. Once more the awards aimed to provide a platform for local businesses to showcase achievements, sometimes for the first time.</p>	
Current position, including reporting arrangements	
<p>The awards have become established and recognised as a quality event on the business calendar. Hosted by Harry Gratton for the last 3 years, the event is funded through sponsorship and ticket sales. The awards operate in an accessible and participatory fashion with a public website being the main route for contact and information. www.keighleybusinessawards.co.uk</p> <p>Recently, the Organisers have agreed to rename the awards the Keighley and Airedale business awards to take in a wider swathe of businesses active in Airedale.</p> <p>The organising Committee consists of: Steve Burles (Puddle Digital) and Howard Martin (Respond Marketing) acting as joint Chair. Wendy Spencer (Airedale Enterprise Services), Steve Seymour (Airedale Shopping Centre), Ian Hayfield (Hayfield Robinson), Shirley Kendrick (M&M Office Services), Paul North (CBMDC Airedale Partnership/Regeneration), Chris Stott (Keighley College), Paul Howard (KeighleyBID). The team are also supported by staff within these organisations, and are grateful to past organising Committee members and all sponsors past and future. An event, attended by Harry Gratton set the ball rolling for 2017 on Thursday Nov.10th at AES.</p> <p>2016 Sponsors included, KeighleyBID as headline sponsor, Airedale Shopping Centre, Keighley Training Consortium, Keighley News, Feature Radiators, Barclays, Airedale Enterprise Services, Rotherwood, Airedale Springs, Waddington Turner Wall, Keighley College, Timothy Taylor with assistance from the former Keighley Town Centre Association.</p> <p>The event in 2016 was attended by the Lord Mayor of Bradford and the Keighley Town Mayor, The Leader of the Council and the Portfolio Holder for Regeneration plus a host of businesses.</p>	
Anticipated outcome, including timescale.	
<p>Participating businesses can and have used the platform provided in their marketing, recruitment and local profile. The awards have facilitated networking, have demonstrated local business quality and have made a contribution to the confidence of business in the town which is important.</p> <p>It is expected that the event will run again Friday 30th June 2017 at Victoria Hall Keighley</p>	

Activity: Town Centre promotion and business growth	Project title Keighley Business Improvement District (BID)
Purpose <p>To advance the economic position of town centre based businesses across the sectors (retail, commercial, service, leisure etc).</p> <p>The Council is collecting a Levy above the usual business rate (max 1.5% of Rateable Value) and is also providing direct support to the work of the BID.</p> <p>Businesses in Keighley town centre signed up to a business plan through a secret ballot held last year. The ballot result showed a majority for those voting in favour, and over 50% of the rateable value of those voting. This provides a binding decision on all businesses what ever they voted or whether they voted. The rules of business improvement districts are enshrined in law. There are over 200 in the country.</p> <p>The purpose of the BID is to meet the aspirations of the various business communities based within the Town Centre to promote; trade, footfall, business, safety and enterprise.</p>	
Current position, including reporting arrangements <p>Delivery of the work began on January 4th 2016.</p> <p>A new company has been formed and is in operation – Keighleybid to deliver the business plan over the 5 year term. It is a company limited by guarantee with the Board being made up of representatives from business from the component sectors of the town centre business community. The Council has one voting seat on the Board taken by the Regeneration Portfolio holder Cllr Alex Ross-Shaw.</p> <p>A BID Manager has been appointed, Paul Howard and he is based in the former town centre managers office - 68b North Street. Paul comes with valuable experience in different parts of the country. The former town centre manager retired in December 2015. Philip Smith had provided an excellent platform for the BID having worked to build up the Keighley Town Centre Association (KTCA) with guidance from business over the previous 10 years. He had, latterly, assembled the core of the proposals for the business plan.</p> <p>The Council is paying the BID Manager's salary for 4 years of the BID's 5 year term The BID will cover the final year. The BID Manager is taking direction from the BID Company Board. Whilst an employee of Bradford Council, this is purely for payroll, information, ICT and HR.</p> <p>The BID Company is directly responsible to its levy payers.</p> <p>The BID's predecessor Keighley Town Centre Association, provided a sum to cover a year's membership of the new Awesome Business club (Aire, Worth, Wharfe coverage) managed by Airedale Enterprise Services to those former members who are outside the BID area and don't get direct benefit of the BID's activity - this was a thank you to those businesses for their previous support.</p> <p>The BID is delivering the business plan under the banner of 'Discover Keighley'. A brand that is more appealing to consumers. There are various sub brands covering different strands of the business plan including Keighley Business Club – a sub group established from the BID board</p>	

and tasked with improving business for the office and professional sector. The inaugural event was held on 11th October at Keighley College and was well attended with over 60 local businesses networking and listening to presentations from Bank of England Representative Will Holman, Heather Whitehead and Chris Stott from Keighley College and finally closing remarks from Steve McGevor from Stirk Lambert & Co Chartered Accountants. The Keighley Independents campaign will commence on Small Business Saturday (3rd December) and run through until 20th December. This campaign is aimed at drawing people into independent businesses in Keighley with local residents signing up to a 'Keighley Town Centre Pledge'. Shopping vouchers are on offer as prizes which must then be spent with independent businesses before the end of January 2017.

The current board is made up as follows:

Graham Benn (Chair) – DIY Solutions

Umberto Vietri – AWB Charlesworth

Steve McGevor – Stirk Lambert & Co

Claire Gatenby – Squashed Pixel

Claire Laverick – Marks and Spencer

Ian Hayfield – Hayfield Robinson

Chris Stott – Keighley College

Cllr. Alex Ross-Shaw – Bradford MDC

Paul North – Bradford Council - Regeneration non-voting co-option

Steve Seymour – Airedale Shopping Centre

Paul Howard – Keighley BID Manager

Anticipated outcome, including timescale.

Keighley BID expects to deliver the business plan, seeking renewal at the end of its ballot term. This involves delivering on its 4 themes: 1. Marketing and Promotion, 2. Safety and Security, 3. Backing Business and 4. Ease of Access. It is expected that the BID will demonstrate the value of its activities to business.

KeighleyBID will also have opportunities to generate revenue beyond the receipt of the Levy. This is a pattern evident in other parts of the Country.

Future Progress can be seen on the new website www.discoverkeighley.co.uk

Recent activity includes:

Marketing and Promotion: From the consultation exercises carried out, it is clear that marketing and promotion is a key priority for businesses. To this end, a campaign of themed monthly events in Keighley town centre commenced in April alongside branded marketing aimed at providing some vibrancy and interest. These have been very well received by the general public.

Safety and Security: Keighley BID has invested in new digital infrastructure for the town-link radio and taken over the running costs from the retailers, providing a cost saving and direct benefit to increase safety and security in the town centre.

Backing Business: The Bid Company will shortly roll out our cost saving programmes to businesses in the town centre aimed at decreasing bottom line costs for businesses. These include discounts on selected memberships, energy saving grants, and exclusive deals with a chosen partner energy broker.

Ease of Access: New town centre guides have been produced with large format maps now on display at key locations throughout the town centre. We are investigating town centre wifi which will free up the capability to link the new Discover Keighley website with commercially available mapping tools.

Vacancy rates

Vacancy rates for vacant shop units in Keighley have been collected quarterly to provide an indication of the health of the town. These however should not be seen in isolation as the high street has been affected by the rise of on-line sales, which has impact on high street retail performance in city and town centres.

Keighley has seen an improvement in the level of vacant units during this calendar year with a 12.8% rate in March 2016 dropping to 12.1 in Sept 2016. Nationally the current rate is 9.5%.

This is the best quarterly rate in Keighley since March 2014 at 12%

The best ever rate during the period 2008 to date was 11.8% in 2008. 2008 also produced the highest figure at 15%!

In a climate of advancing on-line shopping and with competition from out of town shopping, the centre appears to be making some gains which reflects the outcome of the successful Townscape Heritage Scheme and the works of both Keighley Town Centre Association and, this year, the activity of the Business Improvement District. It must also be associated in large part with the great entrepreneurial drive that exists in the private sector, given showcase opportunity through the business awards.

Appendix g

Activity: Market Hall and trading	Project title: Keighley Market
Purpose	
<p>Keighley Market offers 85 indoor stalls and enjoys an excellent position, being situated on Low Street between Morrisons and the Airedale Centre at the heart of retailing in Keighley town centre.</p>	
Current position, including reporting arrangements	
<p>In February 2003, the Council's Executive approved a capital investment plan to be funded from markets' surpluses. In September 2003 Executive further resolved that the 'creation of a dedicated reserve fund generated from annual markets surpluses be approved to be used for future maintenance, re-investment and development work on the markets portfolio across the district'.</p> <p>As a result of these decisions an investment programme was implemented and was prioritised for Keighley Market. To date, this has delivered valuable and significant capital improvements to the market facilities and has included carrying out essential maintenance repairs and enhancements to the interior of the market such as a new major entrance canopy, heating and ventilation, up-graded lighting, new entrances, floor and improved stall design and layout.</p> <p>This work which was phased over a number of years to ensure continuity of trading was completed in 2012/13 at a cost of just over £2.5m and included funding of £220,000 from the Local Enterprise Growth Initiative (LEGI) programme.</p> <p>In an environment where markets' performance is down regionally and nationally, there are currently 6 stalls vacant from 85. This is a 7% vacancy rate.</p> <p>The average number of customers that visit the market each week is approximately 30,000, which is down from a peak of 50,000 customers in 2004.</p> <p>During this period however there has been the opening of the ASDA supermarket and growth in terms of discount shops within the Town centre. In addition, there has been the growing popularity of online shopping which has brought a number of challenges for physical retailers.</p>	
Anticipated outcome, including timescale.	
<p>In order to encourage footfall and new businesses into the market a phased test trading programme is being implemented. The Markets Service intend to use a newly vacated small stall in the market as well as a retail unit in the main entrance to allow new traders to test trade their business idea/product in a number of good retailing positions in order to build up a client base prior to considering taking on one of our larger units. In addition, the Market Service offers the new trader a small business start up package of 6 months rent free, flexible lease terms and advice/support from the National Market Traders' Federation. It is anticipated that this test trading will be an ongoing initiative</p>	

The Markets Service continues to develop its website, Facebook and twitter platforms providing updates of what is available in the market to attract new customers and inform existing customers of any new offers. Social media campaigns will continue to provide the most cost effective platform for promoting the market.

Finally, we continue to encourage our traders to promote their businesses by taking stalls at market style events held in Keighley town centre or across the district.

The Markets service expects to compete with other competitors with higher overheads and promote new business and footfall for affordable retail in Keighley.

Activity Conservation Regeneration	Project title Keighley Townscape Heritage Scheme
Purpose	
<p>The Keighley Townscape Heritage Initiative (THI) is a £2.7m. grant scheme supported by the Heritage Lottery Fund (HLF) and Bradford Council. It was established to help property owners and tenants restore their historic buildings within the town centre conservation area, and is concentrated along the historic area of; North St., High St., Church St., Low St. and Bridge St.</p> <p>The majority of buildings within the THI area have retail or commercial uses. Many were under used, with either empty shops or vacant upper floor space. However the THI has allowed vacant floor space to be brought back into use as either commercial space or with planning permission for upper floors to be changed into residential units. The aim of the grant scheme has always been to bring vitality back into the area by restoring historic features such as traditional shop fronts and windows, and refurbishing vacant floor space to make it suitable for modern uses. The project is now in its sixth year and has had a significant impact on a number of key properties. The pavements have been re-laid in York stone and the public realm has been de-cluttered to make the area more appealing.</p>	
Current position, including reporting arrangements	
<p>Currently the scheme has spent £1,961,191 and has committed to spend £2,344,696</p> <p>7 building projects have been completed to secure the safety of the buildings and provide a future use, one of these includes Jean Junction at a key gateway site.</p> <p>13 new residential units have been created above the arcade on North Street that were once vacant floor space</p> <p>16 commercial units have been improved internally, including M J Framing, High Street and the Arcade.</p> <p>16 shops have refurbished shop-fronts, including Tax Assist, North Street and Volunteer Centre, North Street</p> <p>The public realm has been improved along Church St., High St. and North St.</p> <p>The scheme has also provided:</p> <p>Heritage events - Heritage Day 2012 and exhibitions in Keighley</p> <p>Heritage training for over 80 professionals, contractors and students in September 2014 at Dalton Mills - in association with York University</p> <p>Heritage training for a further 24 students and contractors - undertaken in March 2015 at Keighley College in association with York University</p> <p>A Royal town Planning Institute Training day in April 2016.</p> <p>A learning event promoting the scheme to property owners and agents in Bradford is planned for late November 2016</p> <p>Shop front guidance posters, history leaflet, presentations to various local groups including the historic society</p> <p>Permanent interactive display in Cliffe Castle of historic buildings in the THI area</p> <p>Over 84 positive items in the local and regional press and local Radio.</p>	

At the Keighley Area Committee on 29 October 2013 it was resolved that the THI Officer would produce quarterly overview reports on the progress of the THI scheme, and only submit individual progress reports for high value grants and contentious projects.

Anticipated outcome, including timescale.

The project has helped building owners repair, improve and bring properties fully back into use. The public realm has seen significant improvements and helped to improve the entrance into Keighley town centre. The scheme will promote investment and increase footfall in the area, and instil a sense of pride in this architecturally stunning and distinctive environment.

Overall the scheme has brought back into use the Old Police Station, which was the critical project of the whole scheme. Five priority one properties have seen improvements and three priority two projects have seen improvements. The scheme has also led other property owners to improve their shop-fronts without the help of a grant but with the advice of the Conservation Team. Three of these properties were Desi Diner, The Star on North Street and Cobbler on t' Green, Church Street.

Several properties are currently in the process of taking up a grant which will have a significant impact on the area when they are completed.

One priority 1 project that would have an impact is Kitchen Kraft, 17 North Street.

Officers have persistently endeavoured to achieve a successful outcome on this property and have expended extensive time throughout the 5 year duration of the TH scheme. Unfortunately it has not proved possible to resolve a scheme which meets HLF criteria with the property owner.

There are a total of 11 projects still in different stages of activity and it is envisaged that these will be complete by early next year, with a final flurry of activity. These include repairs and new shop fronts and windows and the creation of residential accommodation to properties on North Street, Church Street and High Street.

The scheme commenced in June 2011 and was due to end in December 2015. An extension was granted until 31st December 2016 in order to spend all the money and maximise the impact of the project on the historic environment. Due to some unforeseen delays with projects on site a further extension is likely to be requested to take the project into early 2017.

The success of the scheme and the wide interest has led to the development of a first round bid for a Townscape Heritage Scheme in Bradford City Centre. The aim is to bring as many vacant listed buildings back into use and improve the shop-fronts in the neglected area at the top of town around Rawson Place and Rawson Square. Unfortunately the first bid was not successful but a second bid has recently been submitted and the team are confident that all the issues raised when rejected last year have been addressed and that the bid will be successful this time. The experience gained from the Keighley scheme will be invaluable in taking forward a similar scheme in Bradford.

The scheme has not been without its issues. The loss of the THI officer well into the scheme has meant that the expert knowledge of this scheme was disrupted and in quick succession the team leader of the Conservation Team moved to another job with national profile. The replacement THI officer went on maternity leave this year and a further replacement has been recruited to see the scheme through to its conclusion.

Activity: Highways and Traffic	Project title: Keighley Town Centre Traffic Management Measures
Purpose	
To improve town centre traffic flow and relieve congestion.	
Current position, including reporting arrangements	
<ul style="list-style-type: none"> • Development of the package of short, medium and longer term interventions is continuing, including discussions with transport users. • It is anticipated that subject to further Exec approvals the short term works including signal linking can be completed before April 2017. • Medium term works to North St and the Cavendish St junction will follow but are dependant on other works on the site of the former Keighley College – potentially summer 2017. • Longer term interventions along the East Parade/Bradford Rd/Gresley Rd corridor will be developed further. These high cost works are dependant on West Yorkshire Transport Fund (WYTF) funding through the combined authority to which a project mandate is to be submitted. Early discussions have been held with the new owners of the Worth Valley retail park site re the potential to use part of that site. • A report is planned to Executive on 6 Dec 2016 seeking the delegation of further day to day decisions including implementation approval to the Strategic Director - Regeneration. <p>Committee reports:-</p> <ul style="list-style-type: none"> ○ Report of the Strategic Director (Regeneration) to the Executive, 8 March 2016, Keighley Town Centre Traffic Management Measures. ○ Report of the Strategic Director (Regeneration) to Keighley Area Committee, 3 December 2015, Keighley Town Centre Traffic Management Measures. ○ Report of the Strategic Director (Regeneration) to Keighley Area Committee, 22nd January 2015, Keighley Town Centre Traffic Management Measures ○ Report of the Strategic Director (Regeneration and Culture) to Keighley Area Committee, 11 April 2013, Keighley Transport Improvements. 	
Anticipated outcome, including timescale.	
<ul style="list-style-type: none"> • Short term minor interventions by April 2017. • Medium term ASAP as proposals for the Keighley College site permit. • Long term. This is in its very earliest stages with delivery anticipated to take 3 to 5 years. 	

Appendix I 2

Activity: Highways	Project title: Hard Ings Road Improvement, Keighley
Purpose	
<p>Works to improve traffic flow and relieve congestion along Hard Ings Road between Beechcliffe and Bradford Road junctions.</p> <p>Proposed works include:</p> <ol style="list-style-type: none"> 1. Carriageway widening 2. Alterations and signalling of the Beechcliffe roundabout and Lawkholme Lane junction. 3. Improved provision for pedestrian and cyclists, including a controlled 'Toucan' crossing at the Lawkholme Lane junction 4. Landscaping. 	
Current position, including reporting arrangements	
<ul style="list-style-type: none"> • A public consultation has recently been completed. • Negotiations are continuing to acquire the land required for the scheme if possible by agreement. • Working towards publishing Side Road Order (and CPO if required) in early 2017. Objections may lead to a local public inquiry. • Subject to acquisition of land and completion of statutory procedures construction works could start in summer 2018. • Project assurance is through the Planning, Transportation and Highways (PTH) WYTF Project Board and governance through CBMDC and West Yorkshire Combined Authority (WYCA) committee systems. <p>Committee reports:-</p> <ul style="list-style-type: none"> • Report of the Strategic Director – Regeneration & Culture to the meeting of Executive, 14 June 2016. • Report of the Strategic Director – Regeneration & Culture to the meeting of Executive, 12 January 2016. • Report of the Strategic Director – Regeneration & Culture to the meeting of Executive, 21 July 2015. 	
Anticipated outcome, including timescale.	
<p>As above the target start of construction is summer 2018 with completion in 2019.</p>	

Appendix J

Activity	Project title Council Wardens
Purpose	
Council on-street presence addressing visible services for the town centre	
Current position, including reporting arrangements	
<p>At least 2 Council Wardens are deployed each day to Keighley Town Centre and whilst their primary role is to enforce parking restrictions they also carry out a number of other duties including:</p> <p>Litter Action days To combat the continuing problem of litter Council Wardens have been taking part in litter action days in the Town Centre. Working in partnership with the Police, Council Wardens have been handing out £75 fixed penalty fines to people seen dropping litter.</p> <p>The litter action days are part of a campaign aimed at people who drop takeaway litter, cigarette butts, chewing gum and litter from vehicles. The messages focus on behaviour change followed by enforcement action.</p> <p>Recent action days have resulted in a disproportionate number of fines being handed out to young people, who for various reasons have not been able to pay the fines. The Service has been working with the Council's Restorative Justice Co-ordinator to develop a new educative approach for dealing with young people who can't pay littering fines.</p> <p>Environmental work Further training with Town Centre Wardens has been carried out focussing primarily on their environmental role covering issues such as trade waste, litter enforcement and flytipping, but has also included dealing with anti-social behaviour from beggars, touts and peddlars, rough sleepers, and dealing with people taking legal highs.</p> <p>Blue Badge Fraud Council Wardens have been working with the Council's Benefit Fraud Team to clamp down on the illegal use of Blue Badges. The team has the highest number of successful referrals for prosecution in the North of England and is second best in the Country, next to London, in blue badge fraud detection. The team received a Service Excellence Award after being nominated by the Benefit Fraud Team.</p> <p>Community Protection Notices Following the introduction of the Anti-social Behaviour Crime & Policing Act 2014 and the role Council Wardens have in tackling anti-social behaviour, Council Warden Managers are authorised to issue Community Protection Warning Letters. If the warning letters are not complied with the case is then escalated to an officer from the Environmental Enforcement Team who issues a Community Protection Notice (CPN). Failure to comply with a CPN may result in a £100 Fixed Penalty Notice or, if found guilty upon prosecution, a fine up to a maximum of £2,500. However, indications are that the warning letters are proving to be effective</p>	

as householders tend to comply with the letters and therefore there is usually no need for further enforcement action.

Smart phone development

Council Warden smart phones now include the ability for Wardens to log issues such as rubbish in gardens and fly-tipping whilst on patrol and, if necessary, refer these issues via an e-form directly to the Environmental Enforcement Team. This cuts down on administration and processing time by Wardens not having to return to the office and send emails and improves delivery of service to the public.

Wardens' smart phones have also been configured to record anti-social behaviour. The data will allow for more collaborative working with the Police and better deployment of resources to deal with anti-social behaviour.

The new Bradford Council app is proving useful to Wardens when reporting unlicensed skips on highways. The app allows Wardens to check if a skip company has applied for a permit to place a skip on a highway. If there is no permit then Wardens are able to notify the officers in the Highways Section who then take appropriate enforcement action.

The Bradford Council app also has information about Council services which the Wardens are using when they are asked for advice by members of the public. Wardens are actively encouraging the public to use this app and online services to report issues and to access Council services.

The Council Wardens report to the Area Operations Manager based at Stockbridge Depot, who is part of the management team at Keighley Area Co-ordinator's Office.

Anticipated outcome, including timescale.

The level of service described above is expected to continue for the foreseeable future.