

# ShIPLEY Towns Fund Board Meeting

Monday 9<sup>th</sup> March 2026

10.00 – 12.00pm

The Cellar Trust, Farfield Road, Shipley, BD18 4QP



**Image:** Shipley Market Square (September 2025)

## 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	Correspondence log	Chair	10.20	Item 2
5	Minutes of the last meeting and matters arising	Chair	10.25	Item 3
<b>Highlight Report</b>				
6	Shipley Midpoint Review	Gary Devlin	10.30	
7	Funding Reallocation	CBMDC Officers	10.50	
8	Project Updates	CBMDC Officers	11.00	
9	Outputs & Outcomes	CBMDC Officers	11.40	
10	Board Forward Planner	All	11.45	
11	AOB	All	12.00	
12	Date & time of the next meeting	All	-	

**List of Board Members / Roles:**

<b>Name</b>	<b>Organisation</b>	<b>Role</b>
Gill Thornton	Better Start Bradford	Chair
Si Cunningham	Bradford Civic Society	Vice-Chair
Cllr Alex Ross-Shaw	Bradford Council	Portfolio Holder – Regeneration, Planning & Transport
Anna Dixon MP	Member of Parliament	Board Member
Cllr Anna Watson	Shipley Town Council	Board Member
Dom Pix	Technair	Board Member
James Skirrow	Carter Towler	Board Member
Helen Horsman	The Cellar Trust	Board Member
John Henkel	The Old School Building Company Ltd	Board Member
Diana Bird	Shipley College	Board Member
Adam Sutcliffe	Entrepreneur	Board Member
Nicola Murray	Kynd, Co-chair South Square	Board Member
Scot Flight	Cox and Flight Financial Solutions	Board Member
Alec Porter	Shipley Resident	Board Member
Adam Beddall	Turner & Townsend	Board Member

**List of Invited Attendees:**

Adam Brannen	CBMDC
Rav Panesar	CBMDC
Jane Hargreaves	CBMDC
James Crawley	CBMDC
Saira Ali	CBMDC
Richard Middleton	CBMDC
Richard Thorpe	MHCLG
Arron Tyndall	WYCA
Heather Waddington	WYCA
John Flaherty	Shipley College
Jenifer Ward	DWP
Joe Ashton (Observer)	Shipley Town Council

## **1. Welcome and apologies**

### **1.1 Chair's welcome**

## **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. Correspondence log**

**4.1.** Board members and Council officers to declare any correspondence of relevance to the meeting agenda for documenting on the register.

## **5. Minutes of the last meeting and matters arising**

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

## **6. Highlight Report**

**6.1.** The Shipley Towns Fund Regeneration Manager and the nominated Council officer project leads for each Shipley Towns Fund project to attend and present key updates on project progress, risks and issues.

## **7. Any Other Business**

## **8. Date and time of the next meeting:**

**8.1.** TBC.

## **List of Shipley Towns Fund Board Papers**

**Item 1: Declaration of Interests Register**

**Item 2: Correspondence Log**

**Item 3: Board Meeting Minutes of the 26<sup>th</sup> January 2026**

**Item 4: Highlight Report**

**3. Shipley Towns Fund Board  
Item 1 - Declaration of Interest Register**

Board Member	Job Title	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
Gill Thornton	Director – Better Start Bradford	Married to Councillor Ralph Berry – Cllr for Wibsey Ward	Director of Better Start Bradford	Member of the Shipley Labour Party and the Co-op Party Member of the National Trust, Woodland Trust, Canals and Rivers Trust, Rotary Club	None	27/03/25	Listed on the register
Si Cunningham	Chair – Bradford Civic Society	Previously District Councillor (retired 2024)	MP staff – House of Commons / Office of Katie White MP	Labour Party Unison Trade Union Bradford Civic Society Bradford Irish Society	None	01/04/25	Listed on the register
Adam Beddall	Project Manager – Turner & Townsend	No	Project Manager at Turner & Townsend	TMA Kickboxing Academy – Huddersfield IHEEM – Institute of Healthcare Engineering & Estate Management IOP – Institute of Physics	None	31/03/25	Listed on the register
Cllr Alex Ross-Shaw	Portfolio Holder – Regeneration, Planning & Transport	No	No	Shipley Labour Party Shipley Glen Tramway Friends of Northcliffe Park Wrose Parish Council (Chair)	None	24/11/20	Listed on the register
Diana Bird	Principal & CEO, Shipley College (Director, Shipley College Developments Limited – for Towns Fund use)	Partner organization in Project C	The College owns the freehold to the Mill Building and the Jonathon Silver Building in Saltaire. The College rents the Exhibition Building, Salt Building and parts of the Victoria Hall from the Salt Foundation	Manchester Unity of Oddfellows. Partner is a trustee of Saltaire Inspired	None	10/07/23	Listed on the register
Dominic Pix	Managing Director, Technair Group Ltd	No	Technair Group / Univer Manufacturing Co. Limited owns the factory in Saltaire Road, BD18 3HL	None	None	08/12/20	Listed on the register
Helen Horsman	Director of Business & Central Services	Partner organization in Project F	No	None	None	07/03/24	Listed on the register
James Skirrow	Carter Towler Ltd, Novus (Leeds) Ltd	No	No	None	None	22/12/20	Listed on the register
John Henkel	Old School Building Company Ltd	Partner Organisation in Project H	No	Kirkgate Community Centre, Old School Building Company, Unity Federation (Sandy Lane and Steeton Primary Schools), Bradford Metropolitan Food Bank, Saltaire Community Festival, YoGift, Friends of Bradford Resource Centre, Intrepid Trips Cycle Touring Club	None	19/08/24	Listed on the register
Anna Dixon MP	Member of Parliament	No	<a href="#">Listed on the public register</a>	None	None	19/08/24	Listed on the register
Adam Sutcliffe	Director, Mental IDE Limited	No	Amutri Limited – Director Mental IDE Limited – Director Orbel Health Limited – Director	None	None	29/04/24	Listed on the register

			University of Arts London (UAL) – Visiting Lecturer British Army – Lance Sergeant				
Alec Porter	Shipley Resident	No	iMPOWER Associate	Board Member – Bradford Age UK Shipley in Bloom Association Member Daughter works at The Cellar Trust	None	25/04/24	Listed on the register
Nicola Murray	Director of Kynd	No	Co-Chair of South Square Centre	None	None	25/04/24	Listed on the register
Scot Flight	Director of Cox & Flight Financial Solutions Ltd	No	1A Town Gate, Guiseley Leeds, LS20 9BJ	Cox and Flight Financial Solutions Ltd, Ornella’s Estates Ltd, McCluskey Whatley Ltd	None	09/09/25	Listed on the register
Cllr Anna Watson	District Councilor - Shipley	No	Director of Policy and Advocacy – CHEM Trust Academic Researcher – University of Manchester	Green Party England and Wales, Association of Green Cllrs, Shipley Town Council, Friends of Northcliffe Park, Amnesty International UK, War on Want, Water Aid, Saltaire Striders (running club), Bradford and Shipley Travel Alliance (community group) Coop Supermarket member. Partner – Baildon Cricket Club, Coop supermarket member	None	15/09/25	Listed on the register

**4. Shipley Towns Fund Board  
Item 2 - Correspondence Log**

Detail of Request	Sender	Response owner	Date of enquiry	Response issue date	Status
Request from MP constituent regarding the reasons for the delays in the Shipley Toilets being opened.	Anna Dixon MP	Council Officers	19/02/2026	Response confirmed delays due to one of the doors, opening date still to be confirmed	Complete
Request from MP constituent on the slow progress being made on the development at the former HMRC Office at Riverside Estate, Shipley.	Anna Dixon MP	Artisan Real Estate / Council Officers	12/12/2025	Response from Artisan Real Estate providing update to MP and Council (19/01/26)	Complete
Dished channel works request to check if works had started and whether an accessibility audit had taken place	Anna Dixon MP	Council Officers	10/12/2025	11/12/2025 & 16/12/25 indicating the PHAF group (Planning, Highways and Access Forum) involved in design.	Complete
Town Centre Clock update from constituents	Anna Dixon MP	Council Officers	10/12/2025	17/12/25 Indicating council is exploring use of Towns Fund but discussions are ongoing / confidential.	Complete
Back Dale Street Issues related to anti-social behaviour, drug dealing and drug use and any measures in place to tackle these issues	Anna Dixon MP	Council Officers	09/12/2025	18/12/25 Response issued regarding shop front scheme and installation of new column (costs being investigated)	Complete
Request from resident requesting the Chair of the Board suspend the proposed building of the Community, Arts, Heritage & Future Tech Hub	Gillian Hickey	Shipley Towns Fund Board	19/08/24	16/09/24	Complete
Request from Sir Philip Davies to involve the RNIB team to ensure it is accessible as possible for people with sight loss.	Sir Philip Davies	Council Officers / Contractor	26/06/24	28/06/24	Complete
Request from Peter Gilligan from John F Hunt Regeneration Ltd expressing an interest in demolition works for the Shipley DIF	Peter Gilligan – John F Hunt Regeneration Ltd	Council Officers	10/04/24	16/04/24	Complete
Request from constituent to Philip Davies MP regarding the market square scheme.	Constituent sent request to MP	Council Officers	23/02/24	TBC	Complete
Request from constituent to Philip Davies MP regarding ownership of the clock and responsibility for fixing it.	Constituent sent request to MP	Council Officers	20/02/24	26/02/24	Complete
"How are Towns Fund Board ensuring that performance against sustainability related KPIs is improved as a result of the investment, both at a project and programme level?" This includes indicators related to carbon reduction, active travel, land rehabilitation, environmental enhancement and biodiversity creation. [Appendix 2]	Jody Harris (Environmental, sustainability consultant)	Shipley Towns Fund Board	08/11/23	TBC	Complete
Further information regarding the CCTV coverage as part of the Market Square Scheme, including provision of unobstructed views of the Card Factory Shop.	Philip Davies MP / Cllr Allison Coates	Council Officers	21/11/23	11/12/23	Complete
Philip Davies MP Letter to Kersten England regarding Project A – Development Investment Fund and Project B – Town Centre Investment & Infrastructure.	Philip Davies MP	KE / SH	12/06/23	16/06/23	Complete
Shipley Town Council Letter requesting further information on Project A – Development Investment Fund, Project B – Town Centre Investment &	Shipley Town Council Chair of Shipley Town Council – Barry Cooper	KE / SH	20/06/23	19/07/23	Complete

Infrastructure and Project D – Capital Assistance to Business Growth, plus recommendations.					
Is there an overarching sustainability framework for the Shipley Town Fund or any sustainability outcomes to ensure they are adequately addressed.	Jody Harris (Environmental, sustainability consultant)	AH / RP	22/06/23	28/06/23	Complete
Farfield Nursery in Shipley is closing in July. Lease was not renewed as the site is being redeveloped for a Health & Wellbeing Centre. Was there council oversight of this and/or is there anything that can be done?	Sent to Cllr Susan Hinchcliffe	The Cellar Trust / Council Officers	15/05/23	08/06/23	AB to update Board (AOB)
Farfield nursery in Shipley is going to close in July. The reason being the lease of the building is ending and is going to open as part of the governments town fund initiative. How can it be acceptable to close such a well loved and used nursery?	Sent to Philip Davies	The Cellar Trust / Council Officers / MP	16/05/23	08/06/23	AB to update Board (AOB)
A request to provide more information about the DIF with regards to the Clock Tower. The owners wanted to know if their building was still an option to be considered.	James Skirrow	Simon Woodhurst / Council Officers	23/05/23	08/06/23	RP to update Board

## 5. Shipley Towns Fund Board Meeting Minutes

**10<sup>th</sup> November, 10.00am – 12.00pm**

**Kirkgate Centre, Shipley, 39A Kirkgate, BD18 3EH**

**Attendees:**

Gill Thornton (GT) (Initial Chair with Si Cunninham taking over at 11.30am), Adam Brannen (AB), James Crawley (JC), Helen Horsman (HH) , Nicola Murray (NM), John Henkel (JHe), Ian McIver (IM), Cllr Anna Watson (AW), Alec Porter (AP), Adam Beddall (AB), Diana Bird (DB), Si Cunningham (SC), Cllr Alex Ross-Shaw (ARS), Jane Hargreaves (JHa), Dave Partridge (DP), Ravinder Panesar (RP), Scot Flight (SF), Gary Devlin (GD), Matthew Cooper (MC),

**Apologies:** Adam Sutcliffe, Anna Dixon MP, Joe Ashton (Observer), James Skirrow (JS)

**Distribution:** As above plus Richard Hollinson (RH), David Shepherd (DS).

ID	Notes/ <span style="background-color: yellow;">Actions/</span> <span style="background-color: #90ee90;">Decisions</span>	Decision	Action Owner	Due Date
1	<p><b>Welcome and apologies</b> The Chair (GT) welcomed everyone to the Meeting and apologies were received.</p> <p>Short Introductions were given by all the attendees</p>			
2-5	<p><b>2. Meeting Format &amp; Conduction</b> Highlighted in the Board papers.</p> <p><b>3. Declaration of Interests</b> Checked for compliance – none declared.</p> <p><b>4. Correspondence Log</b> Correspondence Log Updated.</p> <p><b>5. Minutes of the last meeting and matters arising</b> Minutes approved subject to Board amendments to reflect feedback from the Board:</p> <ul style="list-style-type: none"> <li>• Under Item 6 - The Board's stated concerns about deliverability of projects within remaining period of Towns Fund programme which resulted in the request from the Board for the Midpoint Review to be undertaken, are to be expressed.</li> </ul>			



ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
	<ul style="list-style-type: none"> <li>Board agreed that future minutes should contain more detail to aid with contextualizing discussions.</li> </ul>	Add additional detail to previous minutes	CBMDC	Before next meeting
6	<p><b>Governance &amp; Decision-Making</b></p> <p>MC presented an overview of the Council's governance arrangements.</p> <p>Key points:</p> <ul style="list-style-type: none"> <li>Towns Fund is external MHCLG funding administered by Council across multiple schemes.</li> <li>Funding is fixed within MHCLG allocated budget for Shipley, cannot be topped up, however, the Council are committed to delivering the whole Programme and each Project against agreed timelines and outputs.</li> <li>Accountability sits with the Council.</li> </ul> <p>Funding Simplification arrangements:</p> <ul style="list-style-type: none"> <li>All variations and changes are delegated to the Council but must provide value for money.</li> <li>GFA sign-off delegated to S151 Officer and the Council's Legal Officers. The Strategic Director for Growth (DS) is responsible for the programme, supported by Assistant Director for Regeneration &amp; Economy (AB).</li> </ul> <p>Role of the Board</p> <ul style="list-style-type: none"> <li>The Shipley Towns Board has oversight of the programme, and feeds into the decision-making process.</li> <li>Risks/Issues and recommendations by the Board and are reviewed at the Internal Programme Board (IPB) where appropriate issues, options and actions are discussed by senior officers.</li> <li>Board views are crucial and fully considered to inform recommendations made for senior officer approval.</li> </ul> <p>Clarity was provided to the Board on "allocated" vs "committed" funding by MC. Allocated is funding allocated to a project. Committed is when the Grant Funding Agreement is signed.</p>			



ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
7	<p><b>Shipley MidPoint Review (MPR)</b></p> <p>Following request from Board at last meeting, GD is undertaking the MPR and provided a verbal update on progress to date:</p> <ul style="list-style-type: none"> <li>• Sub group created to input to the MPR, consisting of some of the Board members.</li> <li>• Six meetings have been held with these Board Members. Findings and documentation are currently being reviewed.</li> <li>• Review of existing project documentation and will provide a position statement on outstanding projects.</li> <li>• Early findings - Recurring themes on governance, Board role its terms of reference and how it provides advice to the Council, decision making, reporting, systems and processes.</li> <li>• GD recognised that there has been strong investment and good progress to date on Shipley Projects.</li> <li>• There is a need for forward planning to March 2028.</li> <li>• Project delays noted.</li> <li>• Draft report in the process of being prepared, and will be shared with the Board.</li> </ul> <p>Next Steps</p> <ul style="list-style-type: none"> <li>• GD to contact Town Council following this meeting to get their feedback.</li> <li>• GD advised report likely mid-late February after AD/SD/Exec review anticipated to be available for March meeting of the Board.</li> <li>• GD said Council's decisions will follow on completion of the review</li> </ul> <p>ARS noted Officers had taken the Board's concerns away to look for solutions and Council Officers actively working in the background to find solutions. This is specifically related to addressing the funding gap to deliver the College project.</p> <p>The Chair expressed a desire for the Board to have more influence over decision making.</p> <p>GD emphasised he was independent of the decision making at the conclusion of the review.</p>	Present findings at the next Board meeting in March-26	GD	Mar-26
8	<p><b>Project A – Development Investment Fund</b></p> <p>Confidential update provided by Council Officers to the Board.</p>	Cost and delivery plan to be prepared and	Council Officers	Mar-26





ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
	<ul style="list-style-type: none"> <li>The Board questioned the level of marketing undertaken, with RP confirming that Council Officers engaged in a range of activities, including visiting all the businesses within the eligible area, press releases and coverage on social media.</li> <li>RP confirmed that the design guide was utilised by Planning Officers as any alterations to premises would require planning, which has resulted in a lower than expected take-up of the Shopfront Improvement Grant Scheme.</li> </ul> <p><b>Project E – Shipley Library Enterprise Hub</b></p> <ul style="list-style-type: none"> <li>The Library Services team are continuing to collate outputs and have recently recruited a Business Information Officer to accelerate this work.</li> </ul> <p><b>Project F – Health, Wellbeing &amp; Community Campus</b></p> <ul style="list-style-type: none"> <li>HH provided an update on Shipley Hospital site:</li> <li>Sale options it was agreed 50% or 100% of the sale (£447k) would be passed to the Cellar Trust, however, progress has stalled with no outcome in sight to release funding.</li> <li>Two feasibility studies completed (£1.2m–£1.3m) for two further projects.</li> <li>Seeking match funding and other sources to progress these projects.</li> <li>Closure report due next month, including retention payment for Towns Fund Project.</li> </ul> <p><b>Project G Rose Quarry &amp; Project H Shipley Sustainable Community</b></p> <ul style="list-style-type: none"> <li>Both projects complete.</li> <li>JHe is continuing to collate outputs and will arrange a meeting with RP to discuss this further.</li> </ul>	Meeting to review outputs	JH / RP	Feb-26
9	<p><b>Financial Appraisal</b></p> <p>Update provided as per circulated paper.</p>			
10	<p><b>Outputs &amp; Outcomes</b></p> <p>Update provided as per circulated paper.</p>			
11	<p><b>Forward Planner</b></p> <p>Midpoint Review</p>			



ID	Notes/ <b>Actions</b> / <b>Decisions</b>	Decision	Action Owner	Due Date
	• Scheduled for March.			
11	<b>AOB</b> No other AOB			

## **6. Midpoint Review**

- 6.1** A Midpoint Review [MPR] is underway, assessing the current position of the Shipley Towns Fund Programme against the original plan. A review of the timeline, financial allocations, outcomes and outcomes will be reviewed to ensure that programme funding will be spent by the March 2028 deadline.
- 6.2** This review will also consider good governance practices and in light of recent funding simplification changes, opportunities for refinement of the Terms of Reference of the Towns Fund Board may also be considered. Alongside this, capturing any lessons learned in the management, delivery, governance and communication will help to bring forward recommendations.
- 6.3** A report has been completed and an update will be circulated to Board Members for review ahead of the meeting in March 2026.

## **7. Funding Reallocation**

- 7.1** A confidential update on Project A – Development Investment Fund, B – Town Centre & Infrastructure Improvements and Project C – Community, Art, Heritage & Future Technology Hub will be provided to the Board.
- 7.2** Key areas for discussion include the following:
- Project Progress (Update since the last Board Meeting)
  - Funding Profile (Profile to the end of March 2028)
  - Outputs (Key output information related to the delivery of the projects)
  - Risks (Top risks outlined in the Risk Register)
- 7.3** Update on Funding Reallocation, taking into account projects where funding is allocated but not committed.

## 8. Project Updates – Risk Guidance

RAG (Red, Amber, Green) Guidance					
Delivery	Score	Spend	Score	Risks	Score
Major issues causing significant delays ( <b>more than 6 months</b> ); processes interrupted or not carried out as planned, or significant changes to project. Likely to under-deliver on outputs	5	A variance of <b>over 50%</b> 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 ( <b>3 to 6 months</b> ) but no significant changes required to overall project. Outputs may still be deliverable but challenging.	4	A variance of between <b>30 &amp; 50%</b> 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 ( <b>less than 3 months</b> ).	3	A variance of between <b>15 &amp; 30%</b> 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 <b>5% &amp; 15%</b> . 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

## 8.1. Project Updates – Position up to February 2026:

Project Name	Value	Project Summary	Project Delivery Status	Updates	Delivery	Spend	Risk
A – Development Investment Fund (DIF) (Bradford Council)	£6.7m (capital) £106k (revenue)	Development of industrial units and remediation of brownfield sites.	Ongoing – delayed Completion Date: TBC	<ul style="list-style-type: none"> <li>Preferred option is now at design stage. Further information has been provided at the Board Meetings (in confidence).</li> <li>Rating to be reviewed once further design work has been completed.</li> </ul>	5	5	5
B – Town Centre & Infrastructure Improvements (Bradford Council)	£5.04m (capital)	Investment in Town Centre & Infrastructure Improvements.	Other	<ul style="list-style-type: none"> <li>See individual updates</li> </ul>	3	2	2
C – Community, Art, Heritage & Future Tech Hub (Shipley College)	£5.39m (capital)	Development of a Community, Art, Heritage & Future Tech Hub on the site of the Caroline Street Car Park.	Ongoing – delayed Completion Date: TBC	<ul style="list-style-type: none"> <li>Land disposal was approved by the Executive on 02/12/25, subject to a deliverable project.</li> <li>The Council is working closely with the College to address issues related to costs to ensure this project can be delivered.</li> </ul>	4	4	4
D – Capital Assistance to Business Growth (Bradford Council)	£1.81m (capital) £100k (revenue)	Grant programme for new and existing businesses.	Ongoing – delayed Completion Date: Mar-27	<p><b>January 2026 [Appendix 1]</b></p> <ul style="list-style-type: none"> <li>46 applications approved with grant commitments at £1.49m from a total pot of £1.81m, of which £457k has been paid. 34 jobs verified plus an additional 2 apprenticeships (36 jobs in total).</li> </ul>	2	2	2
E – Shipley Library Enterprise Hub (Bradford Council)	£80k (capital) £53k (actual)	Refurbishment of space to create an Enterprise Hub.	Completed	<ul style="list-style-type: none"> <li>The team are reviewing resources and in the process of collating outputs for events and working with entrepreneurs to support their growth and capture outputs.</li> </ul>	1	1	1
F – Health, Wellbeing & Community Campus (The Cellar Trust)	£2.9m (capital) £100k (revenue)	Project to refurbish The Cellar Trust building.	Completed	<ul style="list-style-type: none"> <li>Farfield Open Day took place on 04/07/25, with key stakeholders and Board members in attendance.</li> <li>The outdoor areas have been remodelled with seating areas and safe spaces created.</li> <li>The team are now working through the outputs.</li> </ul>	1	1	1
G – Wrose Quarry Wetlands (The Conservation Volunteers)	£70k (capital)	Remediation work of the Wrose Quarry.	Completed	<ul style="list-style-type: none"> <li>All the outputs have been collated for this project and evidenced.</li> </ul>	1	1	1
H – Shipley Sustainable Community Hub (The Old School Building Company Ltd)	£2.51m (capital)	Creation of a sustainable community hub for Shipley.	Completed	<ul style="list-style-type: none"> <li>In October 2025, the Kirkgate Centre building was judged the best community building in the region at the Local Authority Building Control Awards.</li> <li>The team are continuing to work with the Council to document the outputs.</li> </ul>	1	1	1

## 8.2. Town Centre & Infrastructure Improvements

Project Name	Value	Project Summary	Project Delivery Status	Updates	Delivery	Spend	Risk
Market Square Scheme	<b>£3m (capital)</b>	Redevelopment of the Market Square in Shipley.	<b>Completed</b>	<ul style="list-style-type: none"> <li>AUREOS Highways Ltd have completed on site works as of 5<sup>th</sup> Sep 2025. The project is now in the defects period until the 5<sup>th</sup> Sept 2026. Any issues that arise will be discussed and a course of action decided on. Work is also progressing on the public toilets.</li> </ul>	1	1	2
Public Realm & Active Travel Improvements (£709k)	<b>£1m WYCA (capital match)</b>	Repaving work on Kirkgate, Market Square, Central Avenue and an extension down to Otley Rd	<b>Ongoing – On Track</b> <b>Completion Date: Nov-26</b>	<ul style="list-style-type: none"> <li>Plans are currently in detailed design stage and a programme of works has been drafted, with site compound identified. <b>See Projects 1-5 for further details on specified parts of the project work.</b></li> </ul>	1	1	2
Active Travel Schemes: Fox's Corner Cycle Link (1)	<b>£100k (capital)</b>	Advisory cycle passage lane and cycle refuge linking canal with Train Station extending to Town Centre	Ongoing – On Track <b>Completion Date: Nov-26</b>	<ul style="list-style-type: none"> <li>Improvement of cycle passage north and south through the junction by adding an advisory cycle lane and cycle refuge.</li> <li>Designed to link the canal with train station and extension of the Town Centre.</li> </ul>	1	1	2
Active Travel Schemes: Stead Street Station Link (2)	<b>£92k (capital)</b>	Improve access to platform 1 at Shipley Station and create a clear pathway to and from the station.	Ongoing – On Track <b>Completion Date: Nov-26</b>	<ul style="list-style-type: none"> <li>Detailed design is being procured with input from the engineers.</li> </ul>	1	1	2
Active Travel Schemes: Westgate Public Realm (3)	<b>£50k (capital)</b>	Enhance streetscape though possibly widening of pavements	Ongoing – On Track <b>Completion Date: Nov-26</b>	<ul style="list-style-type: none"> <li>General arrangement plan being prepared and identified as a high priority project.</li> </ul>	1	1	2
Active Travel Schemes: Path to Market Square (4)	<b>£32k (capital)</b>	Improvement of paths to Market Square & Central Reservation	Ongoing – On Track <b>Completion Date: Nov-26</b>	<ul style="list-style-type: none"> <li>Town centre paving replacement works have been extended down to Otley Road in order to link with Station and Stead Street.</li> <li>Planting in the central reservation has been given the go ahead by Parks &amp; Screen Cleansing Team.</li> </ul>	1	1	2
Active Travel Schemes: Bank Street Digital Train & Bus Info (5)	<b>£40k (capital)</b>	Upgrade of totem behind the bus shelters	Ongoing – On Track <b>Completion Date: Nov-26</b>	<ul style="list-style-type: none"> <li>WYCA have provided the specification for the Bus/Rail Totem, double-sided and screen size have been selected.</li> <li>More information required for the foundations.</li> </ul>	1	1	2
Active Travel Schemes: Footway Improvements	<b>£76k (capital)</b>	Victoria Park, West Royd Avenue and Wrose Brow Road Footway Improvements	<b>Completed</b>	<ul style="list-style-type: none"> <li>Victoria Park footway, West Royd Avenue and Wrose Brow Road footway improvements completed.</li> </ul>	1	1	1

Saltaire Low Traffic Neighbourhood	<b>£0k No TF Funding</b>	Low traffic neighbourhood installations in Saltaire	<b>Completed</b>	<ul style="list-style-type: none"> <li>Installation completed with support of the Towns Fund design team on community consultation</li> </ul>	1	1	1
Active Travel Schemes: Shipley Green Space Link	<b>£150k (capital)</b>	Installation of crushed stone footpaths to link Valley Road to Briggate	Ongoing – delayed <b>Completion Date: Nov-26</b>	<ul style="list-style-type: none"> <li>Project is almost ready to be delivered, with the steps up from the bridge requiring engineering input, however work can progress once design is completed.</li> </ul>	3	1	1
Active Travel Schemes: Greenway Carnegie Drive Link	<b>£98k (capital)</b>	Short link to help cyclists and pedestrians access Carnegie junction and Dock Lane.	Ongoing – delayed <b>Completion Date: Jun-26</b>	<ul style="list-style-type: none"> <li>Dropped curb to allow for cyclists crossing Leeds Road to access Carnegie Drive, alongside a tarmac path across a cut through.</li> <li>Project is ready to be delivered.</li> </ul>	3	1	2
Active Travel Schemes: Dock Lane Boardwalk	<b>£75k (capital)</b>	Link to towpath for pedestrians and cyclists	Ongoing – delayed <b>Completion Date: Oct-26</b>	<ul style="list-style-type: none"> <li>Partly owned by the Canal &amp; Rivers Trust and their permission will be sought on the design as they will want to be confident that they can adopt and maintain any works completed.</li> </ul>	3	1	2
Active Travel Schemes: Wayfinding & Heritage Trail	<b>£57k (capital)</b>	Assessment of wayfinding across Towns Fund Area	Ongoing – delayed <b>Completion Date: Dec-26</b>	<ul style="list-style-type: none"> <li>Supplier found to supply and install signage and identified by the Active Travel Team.</li> <li>A review of all the signage will be undertaken (similar project commissioned in Bingley).</li> </ul>	3	1	2
Active Travel Schemes: Shipley Fields Cycle Route & Footpath	<b>£125k (capital)</b>	New cycleway from Norwood drive to Otley Road	Ongoing – delayed <b>Completion Date: Jul-26</b>	<ul style="list-style-type: none"> <li>Link residential areas to the south of Shipley with Shipley CoE Primary School and Town Centre via an existing crossing.</li> <li>Will be programmed in before Shipley to Saltaire Cycleway.</li> </ul>	3	1	1
Active Travel Schemes: Shipley to Saltaire Cycleway	<b>£250k (capital)</b>	Development of new route that passes along quieter side of roads to improve safety	Ongoing – delayed <b>Completion Date: Aug-26</b>	<ul style="list-style-type: none"> <li>Detailed junction analysis ongoing and external consultation undertaken (Shipley Ward Councilors).</li> <li>Preparing for targeted consultation with businesses and user groups.</li> <li>Ongoing discussions with landowner who will need to approve design.</li> </ul>	3	1	1
Active Travel Schemes: Greenway Gateway Features	<b>£100k (capital)</b>	Installation of new entrances features at Carnegie Drive / Poplar Road	Ongoing – delayed <b>Completion Date: Jun-26</b>	<ul style="list-style-type: none"> <li>Aim to create an attractive entrance that creates a linear park feel to the space and blocks unwanted vehicular misuse/access.</li> <li>General arrangement plans being prepared.</li> </ul>	3	1	1
Active Travel Schemes: Canal Towpath Improvements	<b>£50k (capital)</b>	Canal towpath repairs with lighting under Otley Rd Bridge	Ongoing – delayed <b>Completion Date: Jun-26</b>	<ul style="list-style-type: none"> <li>Improvement of lighting of the canal towpath under the bridge.</li> <li>Ecological survey work undertaken with bat surveying season delaying progress</li> </ul>	2	1	2
Real-time Bus Information Service	<b>£40k (capital)</b>	Bus information at 7 sites	<b>Completed</b>	<ul style="list-style-type: none"> <li>7 sites completed by the West Yorkshire Combined Authority.</li> </ul>	1	1	1



Public Toilets	<b>£330k (capital)</b>  <b>£507k (actual)</b>	Public toilets for the Market Square in Shipley.	Ongoing- delayed  <b>Completion Date: Feb-26</b>	<ul style="list-style-type: none"><li>• Market Square Toilets were completed on 19/12/25, with the handover process to Shipley Town Council being finalized.</li><li>• Delay to opening due to radar key in the disabled toilet, which is in the process of being rectified.</li><li>• Expected opening to be confirmed by Shipley Town Council.</li></ul>	1	3	2
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## 9. Financial Update

Capital Project Name	Total Project Funding £'000	Total Approvals to date (30/09/25) £'000	Remaining Project Funding £'000
Development Investment Fund (Bradford Council)	6,694 (cap) 106 (rev)	85 (cap) 0 (rev)	6,609 (cap) 106 (rev)
Town Centre & Infrastructure Improvements (Bradford Council)	5,040 (cap)	2,475 (cap)	2,565 (cap)
Community, Art, Heritage & Future Tech Hub (ShIPLEY College)	5,390 (cap)	720 (cap)	4,670 (cap)
Capital Assistance to Business Growth (Bradford Council)	1,810 (cap) 100 (rev)	425 (cap) 50 (rev)	1,385 (cap) 50 (rev)
ShIPLEY Library Enterprise Hub (Bradford Council)	80 (cap)	58 (cap)	22 (cap)
Health, Wellbeing & Community Campus (The Cellar Trust)	2,900 (cap) 100 (rev)	2,900 (cap) 100 (rev)	0 (cap) 0 (rev)
Wrose Quarry Wetlands (The Conservation Volunteers)	70 (cap)	70 (cap)	0 (cap)
ShIPLEY Sustainable Community Hub (The Old School Building Company)	2,510 (cap)	2,510 (cap)	0 (cap)
<b>Totals:</b>	<b>24,600 (cap)</b> <b>306 (rev)</b>	<b>9,255 (cap)</b> <b>150 (rev)</b>	<b>15,345 (cap)</b> <b>156 (rev)</b>

(cap) capital  
(rev) revenue

## 10. Outputs & Outcomes

Project Name	Key Target Outputs / Outcomes*	Unit	Target	Achieved	Risk Status
<b>A – Development Investment Fund</b>	£ spent directly on project delivery (either local authority or implementation partners)	£'000	1,500		
	£ co-funding spent on project delivery (private and public)	£'000	65,300		
	# of temporary jobs supported during project implementation	Number	355		
	# of full-time equivalent (FTE) permanent jobs created through the project	Number	400		
	Amount of floorspace delivered / repurposed	m2	34,400		
	# of residential units provided	Number	116		
<b>B – Town Centre &amp; Infrastructure Improvements</b>	£ co-funding committed (private and public)	£'000	4,530	1,000	2
	# of temporary FT jobs supported during project implementation	Number	75	71	2
	Amount of public realm improved	m2	15,200	5,912	2
	# of improved public transport routes	Number	4	17	1
	Total length of new cycle ways or pedestrian	Km	2.5	2	1
	Number of public amenities / facilities created	Number	4	1	2
	Automatic / manual counts of pedestrians / cyclists	Number			
<b>C – Community, Art, Heritage &amp; Future Tech Hub</b>	# of temporary FT jobs supported during project implementation	Number	50		
	Co-funding committed (private and public)	£'000	711		
	# of full-time equivalent (FTE) permanent jobs created through the projects	Number	7		
	# of full-time equivalent (FTE) permanent jobs safeguarded through the projects	Number	200		
	Amount of improved cultural facilities (heritage)	m2	120		
	Amount of improved cultural facilities (classrooms)	m2	670		
	Amount of capacity of new or improved training or education facilities	FTE	680		
	Amount of public realm improvements (toilets)	m2	60		
	Amount of public realm improved – Urban Regeneration	m2	1,600		
	Number of new community/sports centres	Number	1		
	Number of visitors to arts, cultural and heritage events and venues	Number	8,800		
<b>D – Capital Assistance to Business Growth</b>	Co-funding private (millions)	£'000	4,000	8,149.7	1
	# of full-time equivalent (FTE) permanent jobs created through the projects	Number	45	34	2
	# enterprises receiving grants	Number	63	44	3
<b>E – Shipley Library Enterprise Hub</b>	Amount of floorspace repurposed	m2	50	50	1
	Availability of new specialist equipment – 2 new PC's	Number	2	2	1
	Increase in the amount of shared workspace or innovation facilities - 2 communal desks, 10 chairs	Number	12	12	1
	# of enterprises receiving non-financial support	Number	25	2	3
	# of learners enrolled in new education and training courses	Number	150	15	3

Project Name	Key Target Outputs / Outcomes*	Unit of measurement	Target	Achieved	Risk Status
<b>F – Health, Wellbeing &amp; Community Campus</b>	# of temporary FT jobs supported during project implementation	Number	25	42	1
	# of full-time equivalent (FTE) permanent jobs created through the projects	Number	2	2	1
	Amount of floorspace repurposed	m2	1,073	1,073	1
	Amount of new parks/ greenspace /outdoor space	m2	1,200	1,200	1
	# of enterprises receiving non-financial support	Number	8	1	1
	Number of public amenities/facilities created	Number	11	11	1
	Amount of capacity of new or improved training or education facilities	Number	1,500	In progress	
<b>G – Wrose Quarry Wetlands</b>	Total length of newly built roads	Km	0.3	0.4	1
	Amount of public realm improved – Site 1 and Site 2	m2	20,250	20,350	1
	Amount of rehabilitated land	m2	12,000	12,000	1
	Amount of capacity of new or improved training or education facilities	Number	27	27	1
	Number of visitors to arts, cultural and heritage events and venues	Number	750	1,000	1
	Number of public amenities / facilities created	Number	6	6	1
	# of potential entrepreneurs assisted to be enterprise ready	Number	2	2	1
	Increased benefit for the public – members engaged	Number	50	50	1
Improved perceptions of the place by residents/businesses/visitors	%	0	91%	1	
<b>H – Shipley Sustainable Community Hub</b>	# of temporary FT jobs supported during project implementation	Number	20	39	1
	Arts, culture and heritage – upgraded and protected community hub	m2	800	904.55	1
	Number of visitors to arts, cultural and heritage events and venues – 3,400 per year	Number	6,800	In progress	
	Carbon reduction – kg per annum with high standard of insulation and use of solar panels and electric heating	Tonnes	12,000	12,000	1

\*This is a summary of the key outputs and outcomes and is not a definitive list of all that have been agreed with MHCLG

## 11. Board Forward Planner 2025-26 / 2026-27

<b>Agenda Item / Issue</b>	<b>Lead</b>	<b>Mar-26</b>	<b>Jun-26</b>	<b>Sept-26</b>
Welcome and apologies	Chair	X	X	X
Meeting format and conduct	Chair	X	X	X
Declaration of Interests	Board Members	X	X	X
Correspondence Log	Board Members	X	X	X
Minutes of the last meeting and matters arising	Chair / Board Members / CBMDC	X	X	X
Governance	CBMDC			
Shipley Midpoint Review	CBMDC	X	X	
Project A – DIF / Project C – CAHFT Risks	CBMDC	X		
Project & Financial Updates	CBMDC	X	X	X
Outputs and Outcomes	CBMDC	X		X
Marketing Update	CBMDC		X	
Shipley Development Framework (Beyond 2028)	Board Members		X	
AOB	Board Members	X	X	X

**12. AOB**

**13. Date and time of the next meeting:**

13.1. June 2026 [Location, Date & Time TBC]

**Appendix 1: Capital Assistance to Business Growth list of successful applicants [To January 2026]**

	Company Name	Business Activity	Current FTE	Jobs to Create	Proposal	Total Cost	Grant Approval	Intervention	Grants Paid
1.	D&E Metal Fabrications Ltd	Metal fabrication	5	2	Install new offices	£60,611	£29,753	30%	£29,753
2.	Simply Digital Print Ltd	Printing	1	1	New printing press	£9,950	£2,985	30%	£2,985
3.	JW Stead & Son Ltd	Manufacturing & Engineering	7	1	Injection moulding	£101,758	£18,407	18%	£18,407
4.	The Rizues Limited	Uniform Supplier	9	5	Refurbishment / machines	£115,270	£34,581	30%	£13,355
5.	R Grech Binding (Sole Trader)	Bookbinding	1	0	New splitting machines	£6,493	£1,958	30%	£1,958
6.	Hughes Bakery Ltd	Bakers	60	5	New machines	£93,073	£20,389	22%	£20,389
7.	Development Engineering Ltd (1 <sup>st</sup> app)	Machining	11	2	New CNC machines	£56,258	£11,428	20%	£11,428
8.	ASC Cartons Ltd	Packaging Manufacturers	49	5	New machines	£129,022	£27,772	22%	£22,772
9.	George Pickersgill Ltd	Removals & Storage	10	2	Office refurb	£51,939	£10,388	20%	£10,187
10.	Plaey Ltd	Furniture design & Production	1	1	New CNC machines	£6,852	£2,056	30%	£1,821
11.	The Greek Corner	Café	0	4	Property works	£33,239	£6,016	30%	£6,016
12.	Development Engineering Ltd (2 <sup>nd</sup> app)	Machining	11	2	New CNC machines	£196,594	£39,319	20%	£38,685
13.	Rotate IT t/a Whirli	Toy subscription	8	20	Warehouse setup	£64,011	£19,203	30%	
14.	Oracle Opticians Ltd	Opticians	0	4	Shop fit out & machinery	£192,617	£57,785	30%	£57,082
15.	Denso Marston Ltd	Heat Exchange Manufacturers	742	13.5	New tech and equipment	£3,210,160	£315,000	10%	
16.	Northway Vehicle Sales	Vehicle Rental	4	2.5	Purchase EV chargers	£12,415	£1,959	30%	£1,959
17.	Carnaud Metalbox Engineering Ltd	Canning Manufacturers	350	0	Ventilation system	£221,780	£44,356	20%	£41,354
17.	Wharf Street Coffee t/a Village General Stores	Coffee Shop	1	3.5	Café equipment	£7,631	£2,065	30%	£2,065
18.	Tokenetic Ltd	Software Development	2	3	Office furniture	£15,446	£4,634	30%	£2,328
19.	Development Engineering Ltd (3 <sup>rd</sup> app)	Machining	11	1	New CNC machine	£118,000	£23,600	20%	£23,543
20.	Sirinart Thai (Sole Trader)	Thai Healing Massage	0	0	Building alterations	£4,882	£290	30%	£290
21.	John Driscoll (Sole Trader)	Carpentry / Design	1	1	New CNC machine	£13,602	£4,081	30%	£4,074
22.	Rance Booth Smith Architecture Ltd	Architectural Services	13	1	New technology	£31,672	£6,334	20%	£3,346
23.	Specialist Car Covers Ltd	Vehicle Cover Manufacturer	45	3	New IT & equipment	£36,821	£7,364	20%	
24.	Slipstream Engineering & Design	Radio frequency and electronics	21	4	Property improvements	£104,513	£31,354	30%	£31,354

25.	Univer Manufacturing t/a Tecnair	Pneumatics	48	4	New machinery	£207,259	£41,452	20%	£33,108
26.	Titus Vaults Ltd	Safety deposit centre	0	3	New machinery	£185,132	£55,540	30%	£22,828
27.	Wander Women Campers	Campervan conversions	2	2	New machinery	£24,453	£8,536	30%	£171
28.	Langley Properties Heating & Insulation	Property retrofit	2	8	Business expansion	£164,960	£49,488	30%	
29.	Salts Fire & Security	Fire protection installation	6	4	New machinery	£20,219	£6,066	30%	£2,328
30.	R Grech Binding (Sole Trader) (2 <sup>nd</sup> app)	Bookbinding	1	0	New machinery	£6,600	£1,943	30%	£1,919
31.	Bows & Beams	Children's playcentre	0	2	New café / play space	£60,250	£18,075	30%	
32.	Ogden Fulfilment	Order fulfilment centre	0	2	New IT equipment	£17,403	£5,517	20%	£2,123
33.	George's Café	Café	0	3.5	Property works	£21,768	£6,530	30%	£4,515
34.	Fingreen Holdings	Socket tool manufacturer	42	18	Building improvements	£2,575,000	£315,000	20%	
35.	Baildon Veterinary Centre	Veterinary Centre	17	1	Property works	£505,537	£101,107	20%	£39,930
36.	Produmax	Machine part manufacturer	103	9	New machinery	£411,850	£41,185	10%	
37.	Altogether Financial Solutions	Financial services	3	2.5	New IT systems	£5,100	£1,530	30%	
38.	Yorkshire Podiatry	Podiatry Services	3	1	Property refurb	£30,792	£9,238	30%	
39.	danST Engineering	Automotive engineers	5	1	New equipment	£21,333	£6,400	30%	
40.	Ola J Tasty Kitchen	Café	3	3	Premises expansion	£32,886	£9,866	30%	
41.	Hughes Bakery (2 <sup>nd</sup> app)	Bakers	80	8	Extension	£404,555	£80,911	20%	
42.	The Rizues Limited (2 <sup>nd</sup> app)	Uniform Supplier	9	4	Refurbishment / machines	£48,559	£14,568	30%	
43.	Millie Inns Ltd (Shop Front Improvement)	Public house	-	-	Replace shop front	£10,700	£8,560	80%	
44.	Yorkshire Podiatry (Shop Front Improvement)	Podiatry Services	-	-	Replace shop front	£6,840	£5,472	80%	
45.	The Rizues Limited	Uniform to the healthcare sector	9	4	New equipment	£48,558	£14,567	30%	
46.	Ms M Gledhill t/a Beatz & Pointe	Dancewear and accessories	1	0.5	New equipment (Printer)	£13,193	£3,958	30%	

### Summaries

Town	Expression of Interest	Rejected	Application Numbers	Total Cost	Private Sector Match	Grant Amount	FTE Jobs to be created	FTE Jobs verified	Grants Paid	Average Grant
Keighley	100	15	40	£10,711,106	£9,127,806	£1,583,301	127	87	£1,441,164	£39,583
Shipley	117	10	46	£9,651,467	£8,158,920	£1,492,355	159	36	£456,681	£33,917