

STRONGER HEREFORD

Notes from a meeting of the STRONGER TOWNS FUND – PROJECT DEVELOPMENT GROUP (PDG) MEETING held 14 June 2023, 8.30-9.00 am via MS Teams

Members:	Frank Myers (MBE) Abigail Appleton	FM AA	Chair Principal, Hereford College of Arts (and Chair of Hereford Stronger Towns Board)
	James Newby Paul Stevens	JN PS	President & CEO, NMITE Herefordshire BID
Attendees:	Christian Dangerfield Joni Hughes Ruth Parry	CD JH RP	Rose Regeneration, RR Portfolio Manager, Capital Development, HC Director Operations & Marketing, Simple Design Works Ltd
Guests:	Anthea Parker	AP	Skills Hub Project Manager, NMITE
Apologies:	Ivan Annibal	IA	Rose Regeneration, RR
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	<p>Welcome and Apologies</p> <p>The Chair welcomed everyone to the meeting. Apologies are as noted above.</p>	
2.	<p>Notes of last PDG Meeting</p> <p>The notes from the PDG meeting held on 17 May were agreed as an accurate record.</p>	
3.	<p>Project Updates</p> <p>Skills Hub (NMITE)</p> <p>3.1 AP presented a comprehensive overview of the Skills Hub Project Initiation Document (PID). She explained that there were two work streams working closely together: the physical development of the premises and academic content development.</p> <p>3.2 Members asked for clarification and/or raised a number of points:</p> <ul style="list-style-type: none"> • Whether the existing NMITE building at the site was listed. AP confirmed that it is not • Noted the busyness of the location. AP said that this was recognised and is being addressed within the planning process. • AA welcomed the collaborative aspects of this project, particularly with the other projects within the Skills Foundry group, which she said could be structured more. • Confirmation from AP that the Hub would still include a physical making element. • CD sought clarification regarding the number of jobs being created. AP said that the PID figure of 30 represented a joint target of those within the Skills Foundry group. • The possibility for the site to be expanded in the future was discussed. AP advised that some expansion may be possible. 	

3.3	The Chair highlighted the preference stated within the PID to switch some of their capital to revenue funding. CD advised that there are rules at programme level which relate to the overall balance between capital and revenue funding, which mean that this option is not currently available to the project.	
3.4	JN confirmed that notwithstanding the above, the programme would deliver its objectives. However, a switch of monies from capital to revenue would enable more to be achieved.	
3.5	Members confirmed they were happy to approve this PID.	
4.	Any Other Business	
4.1	Members discussed the potential of developing further video material to support the promotion of Stronger Hereford (and wider Herefordshire). A proposal from Orphans is expected shortly and will be further discussed at PDG.	
4.2	CD raised the subject of providing an induction day for newly appointed Councillors. The Chair felt that a deeper understanding of what Councillors want is needed before taking steps to develop such a day. AA said that she was meeting the Council's new Leader later today and would discuss this subject with him.	AA
4.3	PS asked for clarification to be sought from the Greening the City Project, in particular in relation to work along the Great Western Way. JH will ask Roger Allonby for an update.	JH
5.	<p>Date of next PDG meeting</p> <p>Next PDG Meeting – Wednesday 21 June 8.30 – 9.30 am via Teams</p> <p>CD will circulate a schedule of future meetings to all Board and PDG members.</p>	CD