

STRONGER HEREFORD

Notes from a meeting of the STRONGER HEREFORD – PROJECT DEVELOPMENT GROUP (PDG) MEETING held on 25 October 2023, 8.30-9.15 am via MS Teams

Members:	Frank Myers MBE James Newby	FM JN	Chair President & CEO, NMITE
Attendees:	Christian Dangerfield Joni Hughes	CD JH	Rose Regeneration (RR) Portfolio Manager, Capital Development, HC
Apologies: /Absences:	Abigail Appleton Ivan Annibal Paul Stevens	AA IA PS	Principal, Hereford College of Arts (and Chair of/ Hereford Stronger Towns Board) Rose Regeneration (RR) Hereford City BID
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	<p>Notes of previous meetings</p> <p>The notes from the PDG meetings held on 6 September and 13 September were approved as an accurate record.</p>	
2.	<p>Funds Governance</p> <p>2.1 PDG discussion today focused on the importance of ensuring correct governance is in place for the use of some as yet unallocated funds from the 2% Project Management levy.</p> <p>2.2 CD will confirm with DLUHC that these monies can be utilised by the Board as they wish to support the objectives of #StrongerHereford.</p> <p>2.3 The Chair said that there will be many ideas as to how any unallocated funds could be utilised, including additional marketing, legacy projects, etc. However, he said there must be a process in place whereby all ideas can be assessed and decisions made.</p> <p>2.4 The Chair raised an additional point with regard to any underspend by individual projects. He asked, should any such monies be retained by the #StrongerHereford Fund or considered to 'belong' to the respective project? Further discussion and guidance is required on this point.</p>	CD
3.	<p>Any Other Business</p> <p>3.1 Digital Culture Hub Noted that discussions had been held outside of today's meeting between Herefordshire Council's Section 151 Officer (Andrew Lovegrove), AA and the Chair regarding a request from the Digital Culture Hub Project Sponsors to capitalise Project Management costs. PDG stated their support for the decision made to agree this request.</p>	
4.	<p>Date of Next Meeting</p> <p>Next PDG Meeting: TBC Next Stronger Hereford Board Meeting: Friday 3 November, 8.30 – 10.00 am at the Hereford College of Arts, Venns Lane site and via Zoom.</p>	