

STRONGER HEREFORD

Notes from a meeting of the STRONGER HEREFORD – PROJECT DEVELOPMENT GROUP (PDG) MEETING held on 10 April 2024 from 8.30 – 9.15 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 Hereford City BID
Attendees:	Christian Dangerfield Joni Hughes	CD JH	Rose Regeneration (RR) Portfolio Manager, Capital Development, HC
Guest Speaker:	Lawrence Butterworth	LB	Greening the City Project
Apologies: /Absences	Ivan Annibal	IA	Rose Regeneration (RR)
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	New Declarations of Interest None	
2.	Notes of previous meetings The notes of the PDG meeting held on 31 January 2024 were approved as a correct record.	
3.	Matters Arising	
3.1	With reference to the Powerhouse Project’s Funding Agreement, JH advised that adjustments to the wording had been made in accordance with the Chair’s requests. She said that some issues had arisen with the Annexe to the Agreement, relating to revenue and capital allocations (no revenue allocation being made). These have now been resolved with the Project Leads.	
3.2	JH further advised that in light of the above a new Funding Agreement had been issued to Powerhouse. Once this has been signed by the Project Leads, this will be forwarded to PDG for review/endorsement.	
4.	Greening the City Project	
4.1	LB requested PDG approval for budget reprofiling for this project. This would mean that unspent monies from the two completed elements of this project (sedum bus shelters and community grants) could be transferred to the remaining element – Active Travel improvements. He presented a document on the financial details of this proposal.	
4.2	JH requested that LB sends details to CD/IA to ensure budget profiling is correct, particularly that expenditure is profiled in the correct financial year.	LB/RR
4.3	LB explained that there had been delays to delivery of the Active Travel element of the project due to issues to do with land ownership. However, these had now been resolved.	

<p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p>	<p>He said the money would enable expansion and improvements to the existing Great Western Way cycle track.</p> <p>In response to a query from CD, LB said that the 'Minor Works' procurement activity is scheduled to commence at the end of April/beginning of May. Work is targeted to complete in mid-May and be completed within six months.</p> <p>AA asked LB to ensure that Elizabeth at Orphan's is fully aware of the achievements of the project so that she can use in her PR campaign on behalf of Stronger Hereford. As a recipient of a community grant, PS offered the Men's Mental Health Group as a potential site for PR activity.</p> <p>PS asked for additional information on the Moor Walk/Moor Street part of the project and whether access would be maintained. LB replied that he thought access is restricted due to the electric transformer in the area, but he would check and report back to PS.</p> <p>The Chair asked LB to submit a formal written request to PDG for the proposed reprofiling and rationale, following which a formal response would be made.</p> <p>LB left the meeting</p>	<p>LB</p> <p>LB</p> <p>LB</p>
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p>	<p>Southside Project / Additional funding opportunities</p> <p>There was discussion on the current financial situation of the Southside project. CD advised that the project is considered viable (following substantial value engineering) but only currently has a 5% contingency, which is considered to be too low for a project of this size and scale.</p> <p>Members referred to discussions held at STF Board on 5 April on the possibility of unspent money from other Towns Funds schemes being reallocated. AA (with Jesse Norman's support) will write to DLUHC as soon as possible to present a case for additional money for the Southside Project. The case presented will be ambitious to provide a larger contingency and to include items of the original project proposal that have had to be removed in the value engineering exercise.</p> <p>There were discussions also on the potential for reallocated national money to be used to invest in other Hereford projects. Members reflected on the criteria that could be used to draw up a list of potential projects – including those that were in the original 'long' short list of Hereford projects but also some new ideas. It was agreed that in the first instance AA would contact Alex Collins at DLUHC to ascertain how much money may be available for reallocation. Once clarified, criteria will be determined to select potential projects that could benefit.</p>	<p>AA</p> <p>AA</p>
<p>6.</p> <p>6.1</p> <p>6.2</p>	<p>Any Other Business</p> <p>CD raised concerns regarding delays on the Wyeside Project, particularly to do with planning issues. JH commented that some of these delays were due to fundamental issues that had been omitted by the Project Lead from the planning application. However, she said the council's planning team are aware of the urgency of the request and are liaising with the Project Lead.</p> <p>Members expressed concerns regarding the governance of this project. JH will provide a detailed list of invoices to date and CD will speak to the Project lead about PDG's concerns. Further actions will be decided once these two things have been completed.</p>	<p>JH CD</p>
<p>6.</p>	<p>Date of Next Meeting</p> <p>Next PDG Meeting: TBC</p> <p>Next Stronger Hereford Board Meeting: Friday 3 May, 8.30 – 10.00 am (hybrid meeting – via Zoom and at Hereford College of Arts).</p>	