

## Herefordshire Council – HTET University Project Board

Meeting 10.00 -12.00, Monday 18 April 2016

**Members Present:**

**Herefordshire Council**

Alistair Neill AN  
Geoff Hughes GH (on holiday)  
Richard Gabb RG  
Peter Robinson PR  
Penny Jones PJ

**University**

David Sheppard DS  
Christian Dangerfield CD  
David Nolan DN  
cc A Scholefield

**ACTIONS ARISING**

	ITEM	ACTION																																																																																																																														
1	<p><b>Purpose &amp; remit of Board was agreed as:</b></p> <p>A. To ensure that Herefordshire Council and the University Project Team are in lock-step to ensure timely and cost effective delivery of a project that is in the national interest.</p> <p>B. To ensure that there are no surprises.</p> <p>C. To ensure that the university project is integrated with HCs Devolution and Economic development strategies</p>																																																																																																																															
2	<p><b>Phase 1 property requirement.</b></p> <p>A. AN proposed that the project’s initial phase should be extended from just beyond breakeven (1,000 students) to say 1,500/2,000 students to give the enterprise more headroom. HTET to establish what this larger figure should/could be.</p> <p>B. RG was meeting (later w/c 18/04) A Scholefield from Architype to review potential sites/building sizes to establish optimum size of a college and how the first 1,000 – 2,000 beds might be delivered in units of [300/350 number to be determined]</p> <table border="1"> <thead> <tr> <th>Building</th> <th>2017</th> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> </tr> </thead> <tbody> <tr> <td>College 1</td> <td></td> <td>Art College + Dev’t Cohort</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>College 2</td> <td></td> <td></td> <td>Bath Street</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>College 3</td> <td></td> <td></td> <td></td> <td>Gaol Street</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>College 4</td> <td></td> <td></td> <td></td> <td></td> <td>Berrington St</td> <td></td> <td></td> <td></td> </tr> <tr> <td>College 5</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>M Meadows</td> <td></td> <td></td> </tr> <tr> <td>College 6</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>?</td> <td></td> </tr> <tr> <td>College 7</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>?</td> </tr> <tr> <td>Admin</td> <td>Rented</td> <td>Rented</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Admin/Teaching</td> <td></td> <td></td> <td>Refurb Franklin Barnes</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Teaching 1</td> <td></td> <td></td> <td></td> <td></td> <td>?</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Teaching 2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>?</td> </tr> <tr> <td>Workshops &amp; Labs</td> <td></td> <td></td> <td>Next to Shell Store</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Application &amp; De’vt Centre</td> <td></td> <td></td> <td>Shell Store</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Building	2017	2018	2019	2020	2021	2022	2023	2024	College 1		Art College + Dev’t Cohort							College 2			Bath Street						College 3				Gaol Street					College 4					Berrington St				College 5						M Meadows			College 6							?		College 7								?	Admin	Rented	Rented							Admin/Teaching			Refurb Franklin Barnes						Teaching 1					?				Teaching 2								?	Workshops & Labs			Next to Shell Store						Application & De’vt Centre			Shell Store						<p><b>HTET</b></p> <p><b>RG</b></p>
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	<p>C. HTET's initial property ask –Phase 1A (subject to commercial terms) from HC was for sites highlighted in maroon above. Phase 1B would be sourced from HC or open market</p> <p>D. Agreed that impact of University growth up to 5,000 needed to be addressed in terms of sites and infrastructure.</p> <p>E. HTET to develop a property strategy to underpin Green Book</p> <p>F. Linkage of University growth to County's Economic Growth Strategy to be developed in greater detail and addressed in both Green Book &amp; LEP Bids</p>	<p><b>RG/DS</b></p> <p><b>DS/DN</b></p> <p><b>PJ/DS</b></p>
<b>3</b>	<b>Green Book Funding.</b> AN/GH/RG to investigate whether LEP might fund some of the Green Book Bid costs. Meanwhile HTET raising funds for this purpose.	<b>AN/GH/RG</b>
<b>4</b>	<b>Project Management.</b> PR expressed concern about project management of the overall project and in particular the Green Book Bid. CD said that negotiations were in progress with Deloitte to deliver a programme management service. DS said he was interviewing to potential volunteer project managers to assist the GB task.	<b>DS</b>
<b>5</b>	<b>Quantifying student demand.</b> DS asked RG to consider HC funding some of the work to prove student demand rather than economic impact/benefit on Herefordshire/Marches.	<b>RG</b>
<b>6</b>	<b>Meeting G Hamer + Tony Bray</b> Friar Street 11.00 Friday 22 April. AN to establish purpose of meeting called by Gill Hamer.	<b>AN</b>
<b>7</b>	<b>Presentation on 12 May at Shire Hall.</b> Heads of secondary schools with VIth forms to be added to guest list. Location of initial university buildings was bound to be the key question. AN & RG to liaise with the Leader and agree HC public position	<p><b>PJ</b></p> <p><b>AN + RG</b></p>
<b>8</b>	<b>Work needed to address:</b> Traffic, Parking, Utility infrastructure etc RG + DS to agree a way forward	<b>RD/DS</b>
<b>9</b>	Date of Next Meeting 10.00 16 May 2016	