

JOINT UNIVERSITY DELIVERY BOARD MEETING
Notes and Action Points
Monday 09 April 2018 at 10.00
Plough Lane

CHAIR:	Alistair Neill	AN	CEO Herefordshire Council
NOTE TAKER:	Vinia Abesamis	VA	Senior Policy and Funding Officer, Herefordshire Council
PRESENT:	Rob Ewing	RE	Commissioning Programme Delivery Manager, H Council
	Mark Edwards	ME	HTET Trustee
	Richard Gabb	RG	Programme Director Housing and Growth, Hfds Council
	David Harlow	DH	Cabinet Member Economy & Corporate Services, HC
	Toby Kinnaird	TK	HTET Trustee
	David Sheppard	DS	Co-Team Leader, Hereford University Project
	Gavin Stephens	GS	Economic Development Officer, Herefordshire Council
APOLOGIES:	Penny Jones	PJ	Regeneration Programmes Manager, Hfd Council
	Helen Lloyd Wildman	HLW	Chief Operating Officer, NMiTE
	Geoff Hughes	GH	Director for Economy, Communities and Corporate, HC
	Andrew Husband	AH	Strategic Property Services Manager, Hfds Council
	Janusz Kozinski	JK	Founding President & Chief Executive Officer, NMiTE
	David Langley	DL	Chief Partnership Officer, NMiTE
	David Nolan	DN	Managing Director, Nth Degree Consulting
	Melissa Walker	MW	Growth Programme Support Officer, Hfdshire Council

ITEM	NOTES	ACTION
1.	ATTENDANCE / APOLOGIES / INTRODUCTIONS - Chair Attendance and apologies are recorded above. It was confirmed that the minutes of the JUDB meetings are uploaded to the Herefordshire Council website.	
2.	NOTES OF LAST MEETING – APPROVAL / AMENDMENTS - Chair The notes from the JUDB meeting held on 12 March were agreed as an accurate and true record.	
3.	ACTION LOG The actions were updated.	
4.	FUNDING UPDATE – David Sheppard <u>DfE Funding</u> NMiTE have secured the private match funding to draw down the payment from DfE and funding raising and other work is on track to drawn down the next payment. <u>LEP Funding</u> The contract between HC and Shropshire Council is to be finalised soon. £2.6m will be drawn down this financial year as funding has now been re-profiled for the following years at £0.4 m and £5.0m respectively.	
5.	UNIVERSITY DEVELOPMENT UPDATE –David Sheppard <ul style="list-style-type: none"> The new name will be known in August and launched in September 2018. The University's initial Design Cohort will be welcomed in September 2018. The University will be inaugurated at an event in the Cathedral in October 2018. Autonomous vehicle Summer School for post A-level students is being scheduled for July 2018. 	
6.	PROPERTY UPDATE – David Sheppard <u>Accommodation Strategy Process / Update</u> An update from the University Property Strategy group was provided on the short and medium term options that are being pursued. NMiTE have identified a number of key sites for student accommodation/ colleges: A. Residential Accommodation <ul style="list-style-type: none"> 60 bed units from development cohort - owner needs to address dilapidation issues with the previous tenant and change of use consent will be required. 	

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	<ul style="list-style-type: none"> • 250 bed unit for 2020 – pre application costs to be sorted between NMiTE and the owner. There is a consent to demolish the building. • 2 x 350 bed units – Balfour Beatty will submit flood alleviation plans. If site not a viable option alternative plans will be developed. • Private site and 2 existing public sector sites – NMiTE interested in these sites. A recent ground assessment to determine if they could accommodate 1,050 beds (350 in 2020, 350 in 2021 and 350 in 2022). • There is recognition that there will be different economic models for student accommodation, but the members also recognised that it is important to set a realistic schedule for student accommodation fees. <p>B. Education Space</p> <ul style="list-style-type: none"> • NMiTE is negotiating the purchase of a building to be refurbished for up to 270 learning spaces. It is negotiating a lease for a further 100 learner spaces • NMiTE is discussing site options with a range of private public sector land and property owners on a number sites of possible future use. • Discussions are in progress with the EZ co on both a development site and use of the Shell Store building should be ready for occupation by 2020 at the latest. <p>C. Admin Space</p> <ul style="list-style-type: none"> • NMiTE is expected to initially recruit 30 staff rising to 90 by 2020. It will be mixture of faculty and admin who will either stay permanently in Herefordshire or commute. There is a need to determine NMiTE's housing requirement for its staff. • HC and NHS are discussing the latter's housing and health service requirements. Rental market is very tight, hence it is important to assess the housing requirements of the university and key workers in Herefordshire. • Union Street – NMiTE are taking space within the building but there was concern about the broadband connectivity in this area. The current internet connection was stated to be slow and unreliable. <p>It was suggested that a property plan/programme could support the delivery of residential accommodation, education and admin space on time.</p> <p>There are also suggestions to set up a group which will be tasked at preparing the concept of a University City with the following themes: research and innovation, economic development, transport, broadband, sports and leisure, open space, etc. DS suggested the Area Planning Group need to review the conservation policies in High Town so that increasing numbers of redundant properties could be brought back into use</p> <p><u>Action required of HC in support</u></p> <ul style="list-style-type: none"> • RG to check change of use from office accommodation to student accommodation and the progress of dilapidation discussions. • HC, alongside their development partner, to consider their options for the provision of student accommodation. • HC to investigate internet provision for Union Street, and identify measures to improve mobile phone connectivity. • AN to share the project planning document to NMiTE. • All to consider options for progressing a working group on a University City. 	<p style="text-align: right;">RG</p> <p style="text-align: right;">AN ALL</p>
7.	<p>COMMUNICATIONS / MEDIA COVERAGE – David Sheppard</p> <ul style="list-style-type: none"> • Promotion of design cohort who will start in May 2018. • National advertising campaign in the Guardian, Times, Private Eye, etc. 	<p style="text-align: right;">DS</p>
8.	<p>ANY OTHER BUSINESS - All</p> <p>Bishop of Hereford is setting a new vision for the county and it is important that the university is part of it.</p> <p>ACTION: AN to discuss with JK the new vision for the county and how the university will be part of that vision</p>	<p style="text-align: right;">AN</p>
9.	<p>DATE OF NEXT MEETING</p> <ul style="list-style-type: none"> • Monday 14 May, 10.00 – 12.00, HC Plough Lane Offices, Leominster Room 	