

HEREFORD STRONGER TOWNS BOARD
Notes and Action Points
Wednesday 30 December 2020 at 08.30
Zoom Video Conference

Chair:	Lauren Rogers	LR	Project Manager, Rural Media
Minute Taker:	Melissa Walker	MW	Growth Programme Support Officer, Herefordshire Council
Board Present:	Ellie Chowns	ECH	Cabinet Member Environment, Economy & Skills, H.Council
	Judith Faux	JF	Trustee, HVOSS
	Kath Hey	KH	Mayor of Hereford City Council
	Frank Myers	FM	Herefordshire Business Board / Marches LEP
	Paul Stevens	PA	Hereford Business Improvement District (HBID)
	Will Vaughan	WV	Hereford Pedicabs and Pedicargo
Board Apologies:	Alan Anderson	AA	British Land – Old Market
	Ian Christie	IC	Big Business Representative / MD, Welsh Water
	Elise Cummings	ECU	Younger Persons Representative
	Laura Hughes	JH	Director, Signs And Labels
	David Langley	DL	Chief of External Engagement, NMITE
	Will Lindesay	WL	Chief Executive, HVOSS
	Jesse Norman	JN	MP for Hereford and South Herefordshire
	Ruth Parry	RP	Director of Operations & Marketing, Simple Design Works Ltd
	Julian Vaughan	JV	Managing Director, Green Dragon
Other Attendees:	Ivan Annibal	IA	Rose Regeneration
	Justine Burnett	JB	Senior Project Manager – Capital, Herefordshire Council
	Christian Dangerfield	CD	Rose Regeneration
	Clare Hannah	CH	MHCLG representative
	Nick Webster	NW	Economic Development Manager, Herefordshire Council
Other Apologies:	Rebecca Collings	RC	Consultant, The Nichols Group
	David Hitchiner	DH	Leader of the Council, Herefordshire Council
	Andrew Lovegrove	AL	Chief Finance Officer, Herefordshire Council

ITEM	NOTES	ACTION
1.	<p>WELCOME / ATTENDANCE AND APOLOGIES / DECLARATIONS AND REGISTER OF INTEREST</p> <p>LR welcomed everyone to the meeting. Attendance and apologies are recorded above.</p>	
2.	<p>TOWN INVESTMENT PLAN DEVELOPMENT</p> <p>IA confirmed that conversations have been held with everyone that submitted projects.</p> <p>IA provided an update on work being undertaken to draft the TIP submission, there is a set approach for the process set out in the MHCLG guidance, which includes the following sections to be completed;</p> <p>Section 1: Context Analysis</p> <ul style="list-style-type: none"> • Location and Profile • Key Assets and Strengths • Evidence of Need, Challenges and Opportunities • Climate for Investment <p>Section 2: Strategy</p> <ul style="list-style-type: none"> • Vision • Strategic Context • Investment Plan Focus • Outcomes and Targets: Theory of Change • Spatial Strategy and Project Plan • Project Profiles <p>Section 3: Engagement and Delivery</p> <ul style="list-style-type: none"> • Governance • Partnerships and Stakeholder Engagement • Business Case Development • Investment Plan Summary 	

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	<ul style="list-style-type: none"> • Implementation and Delivery Plan • Proven Ability to Deliver <p>IA provided detail on the work undertaken for each of these sections to date and sought feedback on the content. Detailed discussions took place about the content and suggestions were made for amendment / additions.</p> <p>The best way to forward comments to IA was queried; it was agreed that Board members would send through one version each with tracked changes to enable IA to keep version control. It was stressed that specific changes need to be forwarded rather than vague comments about the content. IA advised he was happy to discuss via telephone rather than via email if people prefer.</p> <p>ACTION: Board members to read through the draft TIP and submit comments to IA by 04 January</p> <p>LR thanked IA & CD for the work they have undertaken during the Christmas period.</p>	
3.	<p>ANY OTHER BUSINESS</p> <p>None raised.</p>	