

**Notes from a meeting of the  
STRONGER TOWNS FUND – PROJECT DEVELOPMENT GROUP (PDG)  
held 10 August 2022, 8.30-9.00 am via MS Teams**

<b>Members:</b>	Frank Myers MBE (Chair) Ellie Chowns Paul Stevens Will Vaughan	FM EC PS WV	Herefordshire Business Board / Marches LEP Cabinet Member, Environment & Economy, HC Hereford Business Improvement District Hereford Pedicabs and Pedicargo
<b>Attendees:</b>	Christian Dangerfield Joni Hughes	CD JH	Rose Regeneration (RR) Head of Chief Executive's Office, HC
<b>Apologies/ Absent</b>	Ivan Annibal Abigail Appleton  James Newby Julian Vaughan	IA AA  JN JV	Rose Regeneration (RR) Principal, Hereford College of Arts (and Chair of Herefordshire Stronger Towns Board)  COO, NMITE Green Dragon Hotel, Hereford
<b>Notetaker:</b>	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	<p><b>Project update</b></p> <p>1.1 CD provided a project update, as follows:</p> <ul style="list-style-type: none"> <li>• <b>Encore</b> – ongoing issues with regard to location not resolved. Email from Cliff Woollard has been circulated to members. CD to arrange for Cliff to come to a future PDG meeting.</li> <li>• <b>Powerhouse</b> – negotiations with Herefordshire Council are ongoing in relation to tenancy agreement. CD requested that Tim Evans provides an email update, which will be circulated to members when received. JH to speak to colleagues at HC on behalf of the PDG to clarify issues. Members suggested that the option to co-locate the Encore and Powerhouse projects should be given further consideration. CD to arrange for Tim to come to a future PDG meeting.</li> <li>• <b>Castle Green</b> – no issues re cost escalation. CIC has registered for VAT.</li> <li>• <b>Digital Cultural Hub</b> – CD is meeting tomorrow. Government has agreed to project variation request (change from leasing to buying property).</li> <li>• <b>Cycle Track</b> – planning meeting today. Objection received from the Hereford Race Course regarding an access issue. Cost escalation issues also a concern for this project.</li> <li>• <b>Skate Park</b> – in process of putting together formal tender document.</li> <li>• <b>South Side</b> – major concern re cost escalation, particularly in relation to utilities connection costs.</li> </ul> <p>1.2 CD suggested that in view of cost escalation issues (particularly at South Side), the Board/PDG actively begins to explore matched funding opportunities. This was supported by members. The Chair suggested borrowing options could also be explored.</p> <p>1.3 There was a discussion with regard to the location of the premises within the South Side project and the implications of relocating this in order to reduce costs.</p> <p>1.4 EC queried whether alternative sources of energy/water had been fully explored by South Side, eg bore hole for water, solar panels, off grid alternatives. Some of these could she said offer utility cost savings.</p> <p>1.5 CD to ask JN to provide an update on the South Side project to a future PDG meeting.</p>	<p>CD</p> <p>JH</p> <p>CD</p> <p>CD</p>

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	<p>1.5 CD was happy to advise that discussions with Herefordshire Council Planning Department had been very positive and supportive.</p> <p>1.6 CD reminded attendees of the Project Sponsors meeting on 22 August. He also stated that a spreadsheet would shortly be available that outlines risks for each project in relation to cost escalation, VAT and planning issues.</p>	RR
2.	<p><b>Any Other Business</b></p> <p>None</p>	
3.	<p><b>Dates of next meetings</b></p> <p>PDG Wednesday 24 August from 8.30 – 9.30 am and Then fortnightly, until further notice.</p> <p><b>Board Meetings:</b></p> <ul style="list-style-type: none"> <li>• Friday 2 September</li> </ul> <p>Then first Friday of the month, until further notice.</p>	