

**Notes from a meeting of the
STRONGER TOWNS FUND – PROJECT DEVELOPMENT GROUP (PDG)
held 7 September 2022, 8.30-9.45 am via MS Teams**

Members:	Frank Myers MBE (Chair) Cllr David Hitchiner James Newby Paul Stevens Will Vaughan	FM DH JN PS WV	Herefordshire Business Board / Marches LEP Leader, Herefordshire Council President and CEO, NMITE Hereford Business Improvement District Hereford Pedicabs and Pedicargo
Attendees:	Ivan Annibal Abigail Appleton Christian Dangerfield Joni Hughes	IA AA CD JH	Rose Regeneration (RR) Principal, Hereford College of Arts (and Chair of Herefordshire Stronger Towns Board) Rose Regeneration (RR) Head of Chief Executive's Office, HC
Guests:	Nic Millington Tim Evans	NM TE	Digital Culture Hub Project Powerhouse Project
Apologies/ Absent	Cllr Ellie Chowns Julian Vaughan	EC JV	Cabinet Member, Environment & Economy, HC Green Dragon Hotel, Hereford
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	The notes of the PDG meeting held on Wednesday 24 August were approved as a correct record.	
2.	<p>Powerhouse and Digital Culture Hub Co-location</p> <p>2.1 CD introduced NM and TE to the meeting. NM and TE were at the meeting to outline a proposal to move the Powerhouse Project to a vacant ground floor space at Packer's House (the building in which Rural Media are based and are purchasing with part of their STF funding).</p> <p>2.2 NM and TE explained the background and history to this decision and outlined the benefits of Powerhouse being located at Packer's House. They argued that it would provide greater security of tenure to Powerhouse. In addition, they explained it would be a good fit with the joint Digital Cultural Hub and Powerhouse vision for the future, particularly the development of a Cultural Centre for Hereford City.</p> <p>2.3 Attendees expressed concern that this move could represent a significant change to the Full Business Case submitted to Government. TE responded that the inability to secure a suitable leasing agreement with the Council had been identified as the top risk in their Full Business Case, with a mitigation that if this happened suitable premises around the West Street area of Hereford would be sought (close to which Packer's House is located). That being the case, all present felt it was unlikely that a formal Project Adjustment Request to Government would be required.</p> <p>2.4 AA expressed concerns that by co-locating the two projects, the outcomes/outputs from each project would be diluted and therefore result in reduced impact. NM and TE acknowledged this concern but said they were aware of the risks and keen to ensure this did not happen.</p> <p>2.5 After further in-depth discussion on the possible implications of the move, members confirmed their broad acceptance of the proposal. However, RR to prepare a written report for PDG/Board that outlines the proposal to locate</p>	

	Powerhouse to Packer's House, including the rationale behind the move, the impact (if any) on the project objectives and outcomes as well as any broader implications.	RR
3.	<p>Wyeside Project – Trees and Security Lighting</p> <p>3.1 CD advised of discussions ongoing with the project sponsors and West Mercia Police regarding the trees that are within the Wyeside Project riverside area, security lighting and personal safety.</p> <p>3.2 The Wyeside Project's FBC included an allowance for the removal of trees or raising their canopies to improve security around the area. However, CD explained that the project sponsors had been asked to expedite this work in light of recent sexual assaults in the area.</p> <p>3.3 JH advised that the Safer Streets Project (a collaboration of several bodies, including West Mercia Police) was involved in these discussions and had indicated their intention to invest monies in CCTV. JH will find out more about this.</p> <p>3.4 IA advised members that Wyeside could draw down money from the 5% advance funding budget to carry out these works. That being the case, the Chair asked RR to liaise with the project leads to identify a solution that is satisfactory for all involved parties and the associated costs.</p>	JH RR
4.	<p>Any Other Business</p> <p>None</p>	
5.	<p>Dates of next meetings</p> <p>PDG Wednesday 21 September from 8.30 – 9.30 am and then fortnightly, until further notice.</p> <p>Board Meetings:</p> <ul style="list-style-type: none"> Friday 7 October, 8.30 – 10.00 am <p>Then first Friday of the month, until further notice.</p>	