

**Notes from a meeting of the
STRONGER TOWNS FUND – PROJECT DEVELOPMENT GROUP (PDG)
held 15 March 2023, 8.30-9.30 am via MS Teams**

Members:	Abigail Appleton	AA	Principal, Hereford College of Arts (and Chair of Hereford Stronger Towns Board)
	Cllr David Hitchiner	DH	Leader, Herefordshire Council
	James Newby	JN	President & CEO, NMITE
	Paul Stevens	PS	Herefordshire BID
Attendees:	Ivan Annibal	IA	Rose Regeneration, RR
	Christian Dangerfield	CD	Rose Regeneration, RR
	Joni Hughes	JH	Portfolio Manager, Capital Development, HC
Apologies:	Cllr Ellie Chowns	EC	Cabinet Member, Environment and Economy, HC
	Frank Myers MBE (Chair)	FM	Herefordshire Business Board / Marches LEP
Guest Speaker:	Richard Preece	RP	Halo Leisure (Cycle Track project)
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	<p>Cycle Track Project Update</p> <p>1.1 RP was welcomed to today's PDG meeting to provide an update on progress with the Cycle Track Project:</p> <ul style="list-style-type: none"> • The construction phase of the project is going well. Some issues have emerged as the work has progressed, but these have been resolved effectively by the construction company (main contractor is Owen Pell) in liaison with the Council's planning officers. • The next phase of the project will include drainage works, then fencing and lighting. The contractor programme is scheduled to finish in July, with the track set to open in August. • The project team continues to meet monthly. • The project is currently on track in terms of budget and timescales. • The project team remain focused on delivering a project that will offer benefits for the whole community. <p>1.2 RP said that risks associated with the project (especially to do with cost inflation) were being managed effectively, with most of the supplies needed for construction having already been procured.</p> <p>1.3 In terms of long term maintenance, RP advised that this had been carefully considered and included in the project's business plan.</p>	
2,	<p>Any Other Business</p> <p>2.1 IA confirmed that a financial profiling exercise had been completed to look at projects' financial commitments up to the year end. He was confident that this would meet Government targets. A paper will be provided to the next Board meeting.</p> <p>2.2 CD provided further information on the visit to Hereford by Alex Collins and colleague (BEIS) on 21 March. He will circulate a schedule of the morning's activities with all PDG attendees welcome to join.</p> <p>2.3 IA advised that he will provide an update to the next Board meeting with regard to funding for the Digital Cultural Hub/Powerhouse project.</p>	<p>RR</p> <p>CD</p>

	2.4 PS provided an update on an issue to do with a grant for the Greening of the City project. JH will investigate further.	JH
5.	<p>Dates of next meeting</p> <p>Next PDG Meeting – Wednesday 22 March, 8.30 – 9.30 am, remote</p> <p>Next Board Meeting – Friday 14 April 2023, 8.30 – 10.00, venue tbc, then first Friday of each month.</p>	