

STRONGER HEREFORD

Notes from a meeting of the STRONGER TOWNS FUND – PROJECT DEVELOPMENT GROUP (PDG) MEETING held 31 May 2023, 8.30-9.00 am via MS Teams

Members:	Frank Myers (MBE) Abigail Appleton	FM AA	Chair Principal, Hereford College of Arts (and Chair of Hereford Stronger Towns Board)
Attendees:	Ivan Annibal Christian Dangerfield Joni Hughes	IA CD JH	Rose Regeneration, RR Rose Regeneration, RR Portfolio Manager, Capital Development, HC
Other Attendees:	Elizabeth Parbutt	EP	Orphan's
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	Project Updates	
1.1	Digital Culture Hub / Powerhouse IA advised that DLUHC had recently requested a Project Adjustment Request form to be completed in respect of these two projects. RR will complete the necessary paperwork, making sure that the Board is kept fully informed.	RR
1.2	Skills Hub (NMITE) CD advised that James Newby (JN) had made an enquiry about converting a proportion of this project's funding from capital to revenue. IA reminded PDG of the strict rules imposed by DLUHC regarding overall proportion of STF revenue to capital funding, which made this request unlikely to be able to be accommodated. However, CD will ask JN to make a formal request, including the reasons behind this requested change.	CD
1.3	Digital Skills Centre (Hereford College of Arts) AA provided an update on the construction element of this project. In essence, that tenders were currently out, the deadline for responses being Monday 3 June. AA advised that she was anticipating some inflationary pressures on the budget available, but that contingency plans were in place to mitigate against these.	
2,	Any Other Business	
2.1	New Councillors' Induction PDG discussed the importance of briefing Herefordshire Council Cabinet on #StrongerHereford projects to obtain 'buy in' into its vision for Hereford.	
2.2	Promotional Video	
2.2.1	EP provided an outline proposal for a video to be created that showcases Hereford's improved offer as a result of STF investment. She explained that this	

<p>2.2.2</p>	<p>could be valuable both for attracting tourists and inward investment to the city/ county. This would be in addition to the collection of ad hoc video footage and photography that can be used for social media and other promotional purposes.</p> <p>EP will prepare a draft proposal for further discussion. AA stressed the importance of ensuring procurement for the video is open and transparent. EP will also prepare a proposal for collection of ad hoc video clips and photographs for more immediate use.</p>	<p>EP</p>
<p>3.</p>	<p>Dates of next meeting</p> <p>Next PDG Meeting – Wednesday 14 June 2023, 8.30 – 9.30 am</p> <p>Next Board Meeting – Friday 2 June 2023, 8.30 – 10.00, on line, then first Friday of each month until further notice.</p>	