

STRONGER HEREFORD

Notes from a meeting of the STRONGER HEREFORD – PROJECT DEVELOPMENT GROUP (PDG) MEETING held on 25 October 2023, 8.30-9.15 am via MS Teams

Members:	Frank Myers MBE James Newby	FM JN	Chair President & CEO, NMITE
Attendees:	Christian Dangerfield Joni Hughes	CD JH	Rose Regeneration (RR) Portfolio Manager, Capital Development, HC
Apologies: /Absences:	Abigail Appleton Ivan Annibal Paul Stevens	AA IA PS	Principal, Hereford College of Arts (and Chair of/ Hereford Stronger Towns Board) Rose Regeneration (RR) Hereford City BID
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	<p>Notes of previous meetings</p> <p>The notes from the PDG meetings held on 6 September and 13 September were approved as an accurate record.</p>	
2.	<p>Funds Governance</p>	
2.1	PDG discussion today focused on the importance of ensuring correct governance is in place for the use of some as yet unallocated funds from the 2% Project Management levy.	
2.2	CD will confirm with DLUHC that these monies can be utilised by the Board as they wish to support the objectives of #StrongerHereford.	CD
2.3	The Chair said that there will be many ideas as to how any unallocated funds could be utilised, including additional marketing, legacy projects, etc. However, he said there must be a process in place whereby all ideas can be assessed and decisions made.	
2.4	The Chair raised an additional point with regard to any underspend by individual projects. He asked, should any such monies be retained by the #StrongerHereford Fund or considered to 'belong' to the respective project? Further discussion and guidance is required on this point.	
3.	<p>Any Other Business</p>	
3.1	<p>Digital Culture Hub</p> <p>Noted that discussions had been held outside of today's meeting between Herefordshire Council's Section 151 Officer (Andrew Lovegrove), AA and the Chair regarding a request from the Digital Culture Hub Project Sponsors to capitalise Project Management costs. PDG stated their support for the decision made to agree this request.</p>	
4.	<p>Date of Next Meeting</p> <p>Next PDG Meeting: TBC Next Stronger Hereford Board Meeting: Friday 3 November, 8.30 – 10.00 am at the Hereford College of Arts, Venns Lane site and via Zoom.</p>	