

STRONGER HEREFORD

Notes from a meeting of the STRONGER HEREFORD – PROJECT DEVELOPMENT GROUP (PDG) MEETING held on 15 November 2023, 8.30-9.15 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)
	Paul Stevens	PS	Hereford City BID
Attendees:	Ivan Annibal Christian Dangerfield Joni Hughes	IA CD JH	Rose Regeneration (RR) - part Rose Regeneration (RR) Portfolio Manager, Capital Development, HC
Invited Guests:	Steve Taylor	ST	Wyeside Project
Apologies: /Absences	James Newby	NJ	President & CEO, NMITE
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	<p>Notes of previous meetings</p> <p>The notes from the PDG meeting held on Thursday 8 November have been circulated for comment/approval at next week's PDG meeting.</p>	
2.	<p>New Declarations of Interest</p>	
2.1	None	
3.	<p>Wyeside Project – Progress update</p>	
3.1	ST provided a comprehensive presentation on progress with the Wyeside Project. The following points were noted:	
3.1.1	There has been a reduction in the pontoon length from that originally planned due to budget constraints. ST confirmed that this could be extended in the future, should funding become available. He added that he was expecting the contract to be signed tomorrow (16 November), subject to the executive team's agreement.	
3.1.2	Planning permission for a second pontoon is being pursued and funded by the Left Bank.	
3.1.3	ST presented revised drawings for the pontoon, which he explained was expected to have minimal or no environmental impact. The drawings also showed the location of the crane, which is due for delivery from a local company next week.	
3.1.4	ST presented the programme for completion of the works, which indicated a target finish date of early Q4, 2024. He said the project programme has been developed taking into account river levels and the salmon breeding season.	
3.1.5	ST provided additional detail regarding work taking place at the same time as the pontoon construction, notably electric hook ups, safety and security improvements and alterations to the pedestrian walkway.	

3.1.6	ST also provided detail on the current budget situation and confirmed that the project was expected to be delivered within budget. However, this did not include legal fees, which had not been accounted for.	
3.2	PDG members commented or requested further clarification on a number of points:	
3.2.1	AA: Stressed the importance of capturing any lessons learnt from the project's experiences of dealing with contractors.	
3.2.2	AA/Chair: Requested further information on what had been lost as a result of the reduction of the pontoon length. ST said there would be limited impact for skulls/4s/8s, and fewer boats will be able to be moored alongside at one time.	
3.2.3	AA: Requested further information on planning permission for the crane/re-routing footpaths. ST replied that he wasn't expecting any difficulties as architectural, environmental and heritage reports had already been commissioned and no or minimal risks had been identified.	
3.2.4	AA asked about railings that may be affected by changes to the footpath. ST responded that these did not seem to be of any particular historical interest, the original Victorian railings having been replaced many years previously. However, he said he would be happy to pass them on to anyone who is interested in having them.	
3.2.5	AA referred to potential legal costs which had not been accounted for in the budget and suggested that contingency plans are made to cover these.	
3.2.6	AA asked for clarification regarding the impact of the proposed ramp on badger sets (this had been raised at previous PDG meetings). ST said that this was no longer an issue as the bank work was not now going ahead.	
3.2.7	The Chair asked whether there is any money in the budget for signage, particularly to the countryside and Waterworks museum. ST said that there was not currently, but this could be considered if the project came in under budget.	
3.2.8	The Chair asked whether any opening celebration or festival was planned to mark the completion of the project. ST said that this was being actively discussed.	
3.2.9	AA asked for further detail regarding electrical hook up points. ST confirmed that currently these were only planned for the north side of the river. However, costings had been obtained for hook ups to the south side and would be considered should additional monies become available.	
3.2.10	Following a query from PS, ST confirmed that discussions had been held with the Beer on the Wye festival organisers, with a successful outcome achieved.	
3.3	The Chair thanked ST for his comprehensive update. He asked ST and CD to update the original Project Initiation Document to compare original vs revised outputs, taking into account changes that have been made due to inflationary pressures.	ST/CD
4.	Any Other Business	
4.1	CD advised that the Digital Culture Hub was expected to complete their purchase of Packer's House today.	
4.2	IA provided a brief update on the Library/Resource Centre project. JH confirmed the names of officers to be invited to the next Board meeting to discuss the project. CD to ensure they receive invitations to attend.	CD
4.3	CD to ensure all Board members are kept aware by email of forthcoming PDG meetings and guest speakers so that they can choose whether or not to attend.	CD
5.	Date of Next Meeting	

	<p>Next PDG Meeting: Wednesday 22 November 2023, 8.30 – 9.30 am (Library/Resource Centre)</p> <p>Next Stronger Hereford Board Meeting: Friday 1 December, 8.30 – 10.00 am</p>	
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