

STRONGER HEREFORD

Notes from a meeting of the STRONGER HEREFORD – PROJECT DEVELOPMENT GROUP (PDG) MEETING held on 28 May 2025 from 8.30 – 9.30 am via MS Teams

Members:	Frank Myers MBE	FM	Chair
	Abigail Appleton MBE	AA	Principal, Hereford College of Arts (and Chair of Hereford Stronger Towns Board)
	Graham Biggs	GB	Councillor, Herefordshire Council
	James Newby	JNe	President & CEO, NMITE
	Paul Stevens	PS	Hereford City BID
Attendees:	Ivan Annibal	IA	Rose Regeneration (RR)
	Christian Dangerfield	CD	Rose Regeneration (RR)
Apologies:	Jan Bailey		

ITEM	NOTES	ACTION
1.	<p>New Declarations of Interest</p> <p>None</p>	
2.	<p>Council Attendance</p>	
2.1	The Chair and AA discussed the need for better attendance and attention from the Council, especially with Ross Cooke leaving. AA agreed to address this issue with Rachel Sanders (RS).	AA
3.	<p>Reporting and Spending Profiles</p>	
3.1	IA, CD and AA discussed the importance of baselining current projects, reconciling delivered outcomes with initial promises, and projecting future achievements and challenges. They emphasised the need for a detailed approach to ensure clarity and accountability. This includes projects that are largely complete to ensure full understanding of spending, risks and timelines.	
3.2	IA proposed producing a report for the next PDG meeting, involving RS and Jane Mann (JM – engaged by RR to provide additional financial support) to structure the way forward – to include an outline of the proposed approach and input from key stakeholders. The Chair and AA agreed on the importance of a dedicated meeting to kick off this enhanced work, focusing on the report and aligning next steps.	RR
3.3	The Chair expressed concern about the spending profile of certain projects and emphasised the need for detailed understanding of spending and project progress to ensure they are on track and funds are being used effectively. This includes reviewing spending profiles and identifying any discrepancies.	
3.4	The Chair stressed the need for financial clarity in project management. This involves detailed documentation of spending, regular reviews, and transparent reporting to ensure accountability.	

4.	Specific Project Issues	
4.1	IA raised specific issues relating to individual projects:	
4.1.1	Wyeside: sequencing of events and the potential for abortive costs. Project Manager to be invited to forthcoming PDG.	RR
4.1.2	Greening the City: IA and PS discussed concerns about this project and the need for more information on how the original proposals have evolved. PS mentioned a recent meeting that alleviated some concerns and suggested further investigation into the availability of funding that could be utilised for community projects. RR to find out more from the project manager.	RR
5.	'Plan B' Options	
5.1	CD and AA discussed the need to develop 'Plan B' options for projects, as suggested by Sean Dubberley (SD - Government Officer). They agreed on the importance of a written principles paper and a clear process for managing expectations and potential funding opportunities. Also to ensure transparent communication and regular updates to stakeholders.	
5.2	IA emphasised the importance of keeping SD informed about their plans to develop 'Plan B' options and ensuring alignment with potential short-term resource opportunities around the Towns Fund.	
6.	Any Other Business	
6.1	Museum and Shire Hall Projects: IA suggested that the next full Board meeting should include a detailed discussion on these two major council projects to ensure thorough review and understanding. RR to prepare for major discussion on these projects.	RR
8.	Date of Next Meetings PDG – Wednesday 9 July 8.30 – 9.30 am via Teams. Board – Friday 20 June, 8.30-10am (hybrid and in person at Hereford College of Arts, College Road campus).	