

## Minutes of RGF Green Port Growth Programme Board Meeting

4.30pm, Wednesday 10<sup>th</sup> June 2015

**Present:** Tim Rix (TR), Bill Walker (BW), Mark Jones (MJ), Simon Brett (SB), Paul Bell (PB), Katy Swaby (KS), David West (DW), Scott Yates (SY),

**In attendance:** Sarah Clark (SC), Kathryn Batty (KB) Minutes, Richard Norris (RN) Observer, Eleanor Carter (EC) DCLG, Michael Romagnoli (MR) BIS

*In attendance for the delivery plan presentations only:* Dawn Hall (DH) Business Support strand, Bob Ferraby (BF) Employment and Skills strand, Helen Stinson (HS) Inward Investment strand, Pauline Wade (PW) Internationalisation, Inward Investment strand, Alan Lowdon (AL) R, D & I strand, Richard Lowther (RL) Business Grants strand, Steve Silvester (SS) Site Assembly strand.

1.	Apologies	Action
1.1	Apologies were received from Alan Menzies.	
<b>Delivery Strand Lead Presentations</b>		
	<p>The strand leads presented a summary of their year 4 plans, highlighting; progress to date, forward plans and considerations for the Board.</p> <p>SC explained that though grant funding has been allocated to strand plans, this arrangement will remain flexible in order to ensure the Programme continues to respond to change.</p> <p>MJ credited Steve Silvester and Richard Lowther for their hard work over the last few years in bringing sites forward.</p> <p><b>Decision:</b> The delivery plans were approved by the Board, with the exception of the RDI delivery plan, for which it was determined that the approval be postponed due to pending developments highlighted by MJ which may impact the plan.</p> <p><b>Action:</b> MJ to provide update on these developments at the next meeting.</p> <p>The year 4 delivery plans approved by the board now require DCLG/BIS sign off.</p> <p><b>Action:</b> DCLG/BIS to confirm approval.</p>	<p><b>MJ</b></p> <p><b>EC/MR</b></p>
2.	<b>Minutes of the previous meeting and matters arising</b>	
2.1	The minutes were agreed as a true and accurate record of the meeting.	
3.	<b>Declarations of interest</b>	

3.1	None declared.	
<b>4.</b>	<b>Siemens and ABP investment – progress update</b>	
4.1	SB reported that work on site is on programme for the first orders due in January 2017. The right of way is now open, however disappointingly parts of the right of way footpath have already been vandalised.	
<b>5.</b>	<b>Revised Programme Board Terms of Reference</b>	
5.1	KB presented the revised Terms of Reference for the GPGP Board, which had been amended to reflect the recent recruitment of three new private sector representatives to the Board.  <b>Decision:</b> Agreed	
<b>6.</b>	<b>Hull UTC Support Request</b>	
6.1	MJ presented a summary of the paper, recommending that the GPGP Board agrees, in principle, to offer £150,000 of revenue funding to support the Ron Dearing UTC to enable early engagement with existing and new investor businesses within the related sectors as well as building ties with other educational institutions.  <b>Decision:</b> Agreed in principle.  <b>Action:</b> SC to work with Deborah Gray to work up the plans.	<b>SC/DG</b>
<b>7.</b>	<b>Business Support Grant Application – Grant Challenger</b>	
7.1	SC summarised the grant application. Challenger Handling Ltd, a manufacturing engineering company, provide bespoke engineering solutions and after sales service for a range of products and services.  Value of grant requested £7,815 towards the overall cost of £15,630 to upgrade internal processes which will include an IT systems update and an update of their website to accurately reflect work within the renewables sector and optimise use for tablets and mobile phones. They envisage that these upgrades will also contribute to the achievement of ISO accreditation in the future.  <b>Decision:</b> Approved	
<b>8.</b>	<b>THETIS Report</b>	
8.1	The Board considered the contents of the paper, and the conclusions and recommendations being put forward.	

	<p><b>Decision:</b> The recommendations were accepted by the Board.</p> <p><b>Action:</b> PW to work up plans.</p> <p>A general discussion was held regarding the French renewables market, the wider market beyond Europe and the potential for a GPH desk in Brussels in order to provide the Green Port brand with a proactive presence there.</p> <p>EC advised that she is aware of other DCLG offices who have a presence in Brussels including the North West.</p> <p><b>Action:</b> EC to provide DCLG contact details to SC.</p>	<p><b>PW</b></p> <p><b>EC</b></p>
<b>9.</b>	<b>Strand update and financial and output statement</b>	
10.1	<p>SC presented highlights from the strand update report, including the revised plans for the Green Port one stop shop and the recommendations put forward by RL to explore 1) opportunities for working with a developer to facilitate the development of Grade A office space near to GPH for suppliers to Siemens Energy Services and 2) opportunities for a training and innovation centre in conjunction with local industry.</p> <p><b>Decision:</b> The Board approved the recommendations.</p> <p><b>Action:</b> Richard Lowther to explore options.</p>	<b>RL</b>
<b>11.</b>	<b>DCLG/BIS Update</b>	
11.1	EC introduced herself as the replacement for Marie Clayton who is now working on other projects.	
<b>12.</b>	<b>AOB</b>	
	None	
	Meeting closed at 6.45pm	
	<p><b>Date and time of next meeting:</b> 5pm, 8<sup>th</sup> July 2015, Room 1, County Hall, Beverley.</p> <p>Apologies given by Tim Rix and Simon Brett for the 8<sup>th</sup> July meeting.</p> <p><b>Action:</b> SC to request the attendance of Richard Brough as Deputy Chair, SB to request the attendance of Laura Moorish.</p>	<p><b>SC</b></p> <p><b>SB</b></p>

