

## Minutes of RGF Green Port Growth Programme Board Meeting

5.00pm, Wednesday 12<sup>th</sup> August, 2015

**Present:** Richard Brough (RB) representing Tim Rix, Bill Walker (BW), Alan Menzies (AM), Mark Jones (MJ), Simon Brett (SB), Scott Yates (SY)

**In attendance:** Sarah Clark (SC), Kathryn Batty (KB) Minutes, Eleanor Carter (EC) DCLG, Richard Norris (RN) Observer, Pauline Wade, Hull and Humber Chamber (PW) for agenda item 4

1.	Apologies	Action
1.1	Apologies were received from Tim Rix, Paul Bell, David West and Katy Swaby.	
<b>2.</b>	<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.	
2.2	2.2 [July 15 meeting minutes] MJ confirmed that Richard Lowther is working up plans for recommendations to address the issue regarding lack of office space for Siemen's suppliers. This work links to the discussions around R&D.	
	6.1 [July 15 meeting minutes] MJ explained that the role of the Project Manager for the R&D facility is being scoped with UoH. UoH and HCC driving the R&D Centre proposal forward. Discussions with BIS around the concept of the National College are ongoing.	
	BW stated that it was accepted that a change of direction for the R,D&I strand was needed to fit with new and emerging developments in relation to R&D in the area.	
	6.2 [July 15 meeting minutes] BW has met with the strand lead to discuss the strand plans in light of the new developments. Specific revisions to the R,D&I year 4 delivery plan are expected to be submitted to a future Board meeting.	
<b>3.</b>	<b>Declarations of interest</b>	
3.1	None declared.	
<b>4.</b>	<b>Hull and Humber Chamber Internationalisation Update</b>	
4.1	PW presented the discussion document, highlighting the scale of activity in the current offshore wind turbine market and the level of international activity and engagement required in the short to medium term.	
	A discussion was held regarding the recommended activity plan presented in the paper which focuses on a series of targeted activities including; GPH Desk,	

	<p>targeted trade missions, ambassadorial events and activities in Denmark, attendance of Hamburg Conference in Germany, and continued exploration of the French and Spanish market.</p> <p>EC sought clarification from PW as to the involvement of UKTI in the plans. PW explained that the Hull and Humber Chamber work closely with UKTI and will continue to do so.</p> <p>MJ stated that he is highly supportive of the work of the Hull and Humber Chamber and that the approach of targeted events, as opposed to open invitation exhibitions, in cultivating successful relationships.</p> <p>SB agreed, stating that the recent Copenhagen Event was highly valuable.</p> <p><b>Decision:</b> The Board approved the activity described in the discussion document and requested regular updates and feedback are provided to the Board.</p>	
<b>5.</b>	<b>Siemens and ABP investment – progress update</b>	
5.1	<p>SB provided an update on progress at the Siemens development site. Piling is a week behind, previously running three weeks behind, so contractors are catching up and they are now looking at how they can move ahead of planned programme and completion date of 1<sup>st</sup> September, 2016.</p> <p>Dredging is continuing, the first part of the dock is now 65% full and there is no water in the south west arm of the dock.</p> <p>Overall the programme of works is on target. Siemens will be starting their large scale recruitment campaign on September 29<sup>th</sup> with local MPs in attendance.</p> <p>MJ stated that he had met with Siemens Services who have plans to use the Humber as a logistics base for change out of parts etc. and that the VolkerFitzpatrick team have indicated that they are looking at delivering local content.</p> <p>SB provided an update on other investment developments, including discussions regarding potential investment to support inward investment for a tower manufacturer. Other potential investments include plans for a Gasification of Waste to Energy plant and an assembly facility in the Humber.</p> <p>SB requested that ‘other investments update’ be added to this agenda item for future meetings to cover off other developments not directly related to Siemens.</p> <p><b>Action:</b> KB to add other investments update as a standing agenda item for future Board meetings.</p>	<b>KB</b>
<b>6.</b>	<b>Business Support Grant requests</b>	

6.1	<p><u>Point Engineering Ltd – Engineering, Steel Fabricators</u>  The company was established in 2001 and has grown its industrial service across a broad range of sectors including the renewables sector. Recently they have been successful in engaging the interest of Siemens in Hull, with the potential to assist them in setting up and Wind Power who have stipulated the need for them to achieve ISO4001, OHSAS 18001 and BS EN 1090 (they already hold 9001). In addition they have recognised the need to develop a new website. The company is requesting £19,327.50 towards a total cost of £38,655.00.</p> <p><b>Decision:</b> Approved by the Board</p> <p><u>Challenge Handler Ltd – Manufacturing Engineers</u>  Following a previous successful application for GPGP grant funding for an IT infrastructure upgrade and receipt of design briefs from Siemens for the manufacture of equipment for the Hull site the company are now looking for financial assistance to implement ISO 9001 (a requirement from Siemens) in order that they may tender for work with Siemens. The company is requesting a contribution of £4,120 towards the overall cost of £8,240 to support the company in gaining the ISO accreditation. The company have already created one new full time job as a direct result of the initial GPGP grant funding and expect to create two further jobs as a result of this new application.</p> <p><b>Decision:</b> Approved by the Board</p> <p><u>Wold Construction Company Ltd – Civil Engineering</u>  The company have undertaken construction civil engineering works for nearly 25 years during which time they have built wind turbines (onshore) as well as refurbishing of waste recycling plants. They have been approached a number of times with regard to other work associated with the renewables sector and they have recognised that achievement of the ISO accreditations would significantly increase their opportunities with customers offering larger contracts. They are currently going through the process of becoming accredited to ISO9001:2008 and are looking for financial assistance for OHAS 18001 – Health &amp; Safety and ISO 4001 accreditation. They are requesting a contribution of £11,775.50 towards a total cost of £23,551.</p> <p><b>Decision:</b> Approved by the Board</p> <p>The Board discussed the disparity in total costs between two of the grant applications for OHAS 18001 and ISO 14001. AM confirmed the cost disparity would be on the size of company and the level of consultancy work to be carried out with individual businesses.</p> <p><b>Action:</b> SC to notify Business Support strand lead of the outcome of the applications and feedback on the comments made by the Board regarding the disparity of costs.</p>	SC
-----	---	----

	<p>RB commended the programme team on the clear and concise presentation of the grant applications.</p> <p><b>Action:</b> SC to feed comments back to Strand lead.</p>	SC
<b>7.</b>	<b>Global Offshore Wind 2015 – event feedback</b>	
7.1	<p>The Board received the report and discussed the assessment of value to the Humber. The Board commented that it would be useful to receive a further report which detailed the outcome of the 30 leads that were generated from the event.</p> <p><b>Action:</b> SC to follow this up with Helen Stinson.</p>	SC/HS
<b>8.</b>	<b>Green Port One Stop Shop – update</b>	
8.1	<p>MJ provided an update on the One Stop Shop, expected to open 3<sup>rd</sup> week of September. The Skills strand will operate out of the One Stop Shop and it will also allow for people to drop in for other Strands and as a source of information for all businesses and residents.</p>	
8.2	<p>MJ also reported that the GPH brand is currently receiving a high level of internet search hits.</p>	
<b>9.</b>	<b>R,D&amp;I strand – Year 4 plan update</b>	
9.1	<p>In addition to the earlier discussion regarding the R,D&amp;I strand, MJ added that UoH have recruited a new top team to drive forward the commercial activities of the University.</p>	
<b>10.</b>	<b>Strand update and financial and output statement</b>	
10.1	<p>The strand update report was received and noted. SC highlighted the developments with the One Stop Shop and the Disadvantaged Pathways Project which is moving forward with the first assessment days planned for the Autumn. These will be held in the One Stop Shop.</p> <p>The financial and outputs statement was received and noted.</p>	
<b>11.</b>	<b>DCLG/BIS Update</b>	
11.1	<p>EC explained that the due to the scale and as the Programme was defrayed as an ‘endowment’ the Programme will remain amber flagged and not green flagged, as previously advised by DCLG.</p> <p><b>Action:</b> KB to update the financial and outputs statement.</p>	KB

