

Minutes of RGF Green Port Growth Programme Board Meeting

5.00pm, Wednesday 11th November, 2015

Present: Tim Rix (TR), Alan Menzies (AM), Bill Walker (BW), Paul Bell (PB), Mark Jones (MJ), Scott Yates (SY), David West (DW), Katy Swaby (KS)

In attendance: Sarah Clark (SC), Kathryn Batty (KB) minutes

1	Apologies	Action
1.1	Apologies received from Simon Brett and Eleanor Carter (DCLG).	
2	Minutes of the previous meeting and matters arising	
2.1	The minutes were agreed as a true and accurate record of the meeting.	
3	Declarations of interest	
3.1	Agenda item 10 – DW declared an interest due to information regarding his company, GreenStick, being provided in the RDI strand update report.	
4	Investment update – Siemens and ABP, update on other potential investments	
4.1	MJ gave an update on the progress of works at Alexandra Dock. Work is on schedule; the piling is complete and steel is now going up on the factory. The land has been handed over to Clugstons to start works on the Services building.	
4.2	MJ advised that there has been an increase of inward investment enquiries as a direct impact of the next bidding round for Contracts for Difference and the requirement for high UK content.	
5	Humber EBP Sector Days	
5.1	<p>KB provided an overview of the proposal being requested by Humber EBP, submitted by Tina Jenkinson, to build upon the success of the Renewables LMI Sector Day in July 2015. The funding will support a further 4 sector days to be delivered covering the manufacturing, ports and logistics, marine and construction sectors. In addition to the sector days the Humber EBP will deliver update sessions for delegates 12 months following the events, and produce an evaluation report and publicity materials to be used by the Programme. They are requesting £29,500 to support these activities over 2 years.</p> <p>Decision: Approved</p> <p>Action: Humber EBP to go ahead with the proposal and provide an evaluation report to the Board following each LMI Sector Day.</p>	TJ

6	Tender Specification	
6.1	<p>SC explained the specification was written by SC with input from KB, Bob Ferraby, Austin Lillico and Lorraine Alexander, in direct response to discussions at the September 15 board regarding the requirement to ensure the GPGP is providing opportunities to disadvantaged individuals across Hull and the East Riding.</p> <p>The Board agreed that the tender specification has been well written to allow flexibility for a variety of delivery models to be proposed.</p> <p>The Board requested that the contract duration be 3 years, and that the tender specifies the target group this activity is aimed at, which includes females and those aged 25+.</p> <p>MJ requested that the employment investment be written into the specification as a specific request within bidder's proposals.</p> <p>Decision: The Board requested that the tender specification be progressed, based on the above.</p> <p>Action: SC to finalise the tender in line with comments received from the Board, and progress with the procurement.</p>	SC
7	Denmark Cultural Awareness Workshops Proposal	
7.1	<p>SC provided an overview of the paper provided by Hull and Humber Chamber of Commerce (HHCC) submitted by Pauline Wade, regarding the roll out of 42 cultural awareness workshops to support inward investor workforces.</p> <p>A discussion was held by the Board regarding the potential benefits of the activity based on the recent experience of an international company based in the East Riding, and agreed that this type of programme of activity would be beneficial to inward investors.</p> <p>Decision: The Board agreed to the proposal however they requested that a review is undertaken by HHCC following delivery of the first set of workshops in order to review the appropriateness and effectiveness and overall value, with amendments made to future delivery where necessary. HHCC are asked to submit an evaluation report to the Board following this review.</p> <p>Action: Pauline Wade to lead on the delivery of the HHCC workshops proposal in line with the feedback from the Board above.</p>	PW
8	RDI Strand Delivery Plan	
8.1	<p>BW reported that progress is being made with Siemens and a number of other large companies regarding their expectation for innovation, and the University of</p>	

	<p>BW stated that the work undertaken by the strand so far has focused on supporting small businesses and that a step change is required for business development to be on large scale propositions, in order for the Humber to be a more attractive inward investment offer going forward.</p> <p>A discussion was held regarding the requirement to continue to support small businesses in the Humber. BW confirmed that small companies would still be supported by the R,D&I strand and in addition would benefit from the engagement of larger companies in the service offered.</p> <p>The Board confirmed that the revised proposal for the R,D&I strand must remain in line with the original purpose of the strand.</p> <p>SC requested that BW involves her in the development of the revised proposal as soon as possible.</p> <p>Action: BW to provide a proposal for the future direction of the R,D&I strand at the 9th December 2015 Board meeting, in line with the above.</p> <p>The board discussed the shift in emphasis within industry now being focussed heavily on cost reduction of renewable energy.</p>	BW
9	Feedback from Renewable UK Exhibition	
9.1	<p>A discussion was held regarding the value of this exhibition based on the information provided in the feedback report.</p> <p>Decision: The decision was made by the Board that the GPGP will not exhibit at this exhibition in the future.</p> <p>Action: SC to confirm the decision to Helen Stinson.</p>	SC
10	Strand update report highlights and recommendations	
10.1	<p>SC highlighted a number of items on the strand report, as follows;</p> <p>Feedback from the 'A Humber to Scotland JV and Collaborations' event on 15th October 2015, arranged by the Energy Development Group (EDG) and Renewables Network, highlighted that the JV opportunity appeared to be more of a sub-contracting opportunity than access to any joint venture opportunities.</p> <p>The Board held a discussion regarding the messages given by EDG at the event.</p>	
10.2	<p>A grant application has been submitted for Pearlman Technology Ltd by the Business Support strand. Pearlman are a new company that provide and install radiators, hot water heaters, space heaters and micro generators compatible with solar PV which is considered to be ground breaking technology. They are currently</p>	

	<p>negotiating with a number of companies regarding the provision of the technology and require financial assistance to purchase a tailor made computer system to manage orders from initial client contact through to installation. The system will form part of the company's quality standards as it seeks accreditations through ISO in the future. The company are seeking £4,600 against an investment of £9,200.</p> <p>Decision: Approved</p> <p>Action: SC to inform Dawn Hall of the outcome.</p>	SC
10.3	<p>The next EWEA exhibition is taking place in Paris on 18th/19th November, during which a private invite only GPH event will take place to be attended by key players from industry as well as the UKTI director from the British Embassy. A meeting will take place the following day with the CEO of EWEA and others from industry.</p> <p>An inward delegation from Denmark will take place on 23rd/24th November, hosted by GPH with a networking dinner arranged for the evening of the 23rd.</p> <p>Action: Pauline Wade will attend the 9th December 2015 board meeting to provide a report on proposed future internationalisation activity.</p>	PW
10.4	<p>Dr Alan Lowdon has requested approval for Caroline Hopkins of ENGIE to present at a future Board meeting on the details of ENGIE's €100m energy investment fund.</p> <p>Decision: The Board would like more detailed information from Dr Alan Lowdon prior to an invite being extended to ENGIE.</p>	
10.5	<p>Action: Dr Alan Lowdon to prepare a paper for the Board outlining the purpose and benefits.</p> <p>The Programme Performance Update report was noted.</p>	AL
11	Web stats quarterly report	
11.1	<p>The Board discussed the merits of the data provided in the report, noting that it is particularly helpful to see the traffic being generated and the press articles showing the success stories following GPGP intervention.</p>	
12	DCLG/BIS Update	
	<p>None. DCLG/BIS not in attendance.</p>	
10	AOB	

10.1	None	
	Meeting closed at 6.20pm	
	Date and time of next meeting: 5pm, 9 th December 2015, Room 1, County Hall, Beverley.	