

## Minutes of RGF Green Port Growth Programme Board Meeting

5.00pm, Wednesday 11<sup>th</sup> May, 2016

**Present:** Alan Menzies (AM), Bill Walker (BW), Simon Brett (SB), Mark Jones (MJ), Scott Yates (SY), Katy Swaby

**In attendance:** Sarah Clark (SC), Kathryn Batty (KB) minutes, Eleanor Carter (EC) DCLG, David Borrill (DB) observing, Richard Lowther (RL) for agenda item 5 and 7

*In attendance for agenda item 6: Graham Russell (GR), Alan Friday (AF) of AMION Consulting*

<b>1</b>	<b>Apologies</b>	<b>Action</b>
1.1	Apologies received from Tim Rix (Scott Yates deputising), Paul Bell and David West.	
<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.	
<b>3</b>	<b>Declarations of interest</b>	
3.1	None declared	
<b>4</b>	<b>Investment update – Siemens and ABP, update on other potential investments</b>	
4.1	<p>SB provided an update on the works at Alexandra Dock; a noise barrier has recently been erected on site, in line with the original harbour revision order.</p> <p>A dredger has recently arrived to undertake the dredging and the first sea trial for birth is booked for the end of July, the first confirmed customer order is anticipated to be announced soon.</p> <p>MJ confirmed that the Spencer Group have now commenced piling on the Energy Works site.</p>	
<b>5</b>	<b>Potential Business Investment Grants application</b>	
5.1	<p>The board saw a presentation proposal from an organisation outlining their plans for a manufacturing facility. The facility is expected to create 300 jobs for the local area, will provide a comprehensive upskilling programme for employees and will be utilising renewable energy solutions throughout the building services of the factory and the manufacturing and production methods used.</p> <p>The Board held a discussion, acknowledging that the proposed investment evidence renewable and green credentials and that the investment would have a positive impact on the area in terms of job creation.</p>	

	<p>AM queried why RGF support is required as opposed to other funding support.</p> <p><b>Decision:</b> The Board agreed that the organisation can be invited to submit an application through the Business Investment Grant application process.</p> <p><b>Action:</b> RL to invite the organisation to progress their Business Grant application, and initiate the full independent due diligence process, to include review of eligibility (including state aid), provide reassurance and agreed quantification of green credentials, justification for GPGP funding option as opposed to other financial support (i.e. loan) and identification of quantifiable renewable based outputs which can be directly attributed to the funds requested.</p>	<b>RL</b>
<b>6</b>	<b>Mid Term Evaluation</b>	
6.1	<p>GR and AF provided feedback on their findings and recommendations from the mid-term evaluation which they have been undertaking over the last 5 months. Recommendations included the delegation of authority for small business support grant applications and follow up on feedback from beneficiaries at strand level.</p> <p>The Board discussed the findings and recommendations.</p> <p>SC explained that the next steps are for AMION Consulting to produce the final report of their findings and recommendation. The full report will be made available to Board members.</p>	
<b>7</b>	<b>Strand update report highlights, recommendations</b>	
7.1	<p>SC highlighted a number of items from the report.</p> <p>The Employment and Skills strand have reported an increase in the number of applications for engineering apprenticeship wage subsidies and upskilling. Participants from the Pathway to Employment Programme continue to move into employment and 14 trainees from the 40 who started on the Linking Lower Level Training Packages to Advanced Apprenticeships project have moved into employment and a level 3 engineering and apprenticeship framework. Representatives from Siemens, Airco, the Swift Group and the GPGP are to meet to start planning a 'women into engineering and manufacturing' event.</p>	
7.2	<p>The Business Support strand is supporting Team Humber Marine Alliance at their annual Offshore Wind Connections event on 11<sup>th</sup>/12<sup>th</sup> May – they will have a GPH stand and will be directly supporting a pre-conference networking support with RenewableUK. The Supply Chain Coordinator is continuing to support local companies to enter the renewables supply chain.</p> <p>Responses to the RFQ for the delivery of GPH events in Germany have now been evaluated by Hull City Council's procurement team. PW will be attending the June meeting to provide an update on this and other internationalisation activity.</p> <p>This is Green Port Hull event scheduled for 7<sup>th</sup> June, 2016, as part of the BIZ week programme. The event will comprise of a full day of programme activity and an opportunity for businesses to find out about the GPGP and meet with</p>	

	strand leads. A number of private sector partners will be in attendance, including; Energy Works, Siemens, Greenpower Trust and Real Ventures.	
7.3	RL provided an update on potential Business Investment Grant applications that were identified in year 5 delivery plan.	
7.4	SC advised that feedback is awaited following the BIS Health Check meetings with strand leads which took place in April, with a further meeting which took place with the RDI strand on 5 <sup>th</sup> May.	
<b>8</b>	<b>DCLG/BIS Update</b>	
8.1	EC confirmed that the outcome of the BIS Health Check meetings is still pending.	
<b>9</b>	<b>AOB</b>	
9.1	<p>RL requested that the Board agree to two organisations submitting grant applications; from a local LED lighting company and a local timber company.</p> <p><b>Decision:</b> The Board advised that grant applications could be invited and be subject to the business grant strand application and approvals process.</p> <p><b>Action:</b> RL to invite both companies to apply through the Business Grants application process, in line with eligibility and due diligence rules.</p> <p>RL also provided an update on the Danish House concept, stating that is proposed that a grant be offered of up to 30% of the first year's office costs for inward investors coming into the areas, based on 25 sqm office space at the Deep. This would equate to a grant of approximately £1,800 per business.</p> <p><b>Decision:</b> The Board agreed to a grant offer of up to £2,000 for up to 10 businesses.</p> <p><b>Action:</b> RL to work up process for maximum of £2,000 for up to 10 businesses grant offer to be made to inward investors to contribute towards the first year's office costs at the proposed Danish House, and forward to SC for sign off.</p>	<p><b>RL</b></p> <p><b>RL/SC</b></p>
9.2	<p>SC advised that the Site Assembly strand are currently pulling together a proposal seeking GPGP funding to enable the ERGO Centre to be built at the Humber Bridgehead Site in Hessle.</p> <p>The Centre will attract renewables sector inward investors to the area as well as provide the opportunity for new businesses to start up in a high quality serviced managed workspace within a strategic location. The proposal meets the eligibility criteria set for the Site Assembly strand as an enabling gap fund to allow strategic sites and capital builds to be brought forward.</p> <p>The paper will be circulated electronically to Board members once finalised.</p>	

9.3	<p><b>Decision:</b> The Board agreed in principle, subject to sight of the finalised proposal.</p> <p><b>Action:</b> SS to provide SC with finalised funding request for circulation to the Board.</p>	<b>SC/EC</b>
	Meeting closed at 6.20pm	
	<p><b>Date and time of next meeting:</b> 5pm, Wednesday 8<sup>th</sup> June 2016, Room 1, County Hall, Beverley.</p>	