

## Minutes of RGF Green Port Growth Programme Board Meeting

5.00pm, Wednesday 14<sup>th</sup> December, 2016

**Present:** Tim Rix (TR) Chair, Alan Menzies (AM), David Richards (DR), Paul Bell (PB) David West (DW), Katy Swaby (KS), Scott Yates (SY) Deb Gray (DG).

**In attendance:** Sarah Clark (SC), Stacey Middlewood (SM) minutes.

*In attendance for agenda item 5:* Pauline Wade (PW)

*NB Some sections of these minutes have been removed due to commercial sensitivity.*

1	Apologies	Action
1.1	Apologies were received from Simon Brett (SB), Eleanor Carter (EC) DCLG and Mark Jones (MJ). Deb Gray in attendance to represent Hull City Council.	
1.2	David Richards is newly appointed as the University of Hull's representative. The board acknowledged and expressed thanks to Bill Walker (BW) for his contributions over the last few years.	
1.3	There was a discussion about the Board's Terms of Reference (ToR) and the regularity of attendance at the GPGP Board meetings. A review of the Board's ToR is due in the next month and will be circulated to members at a future meeting.  Action: SC to review existing ToR and circulate with future board papers.	SC
2	Minutes of the previous meeting and matters arising	
2.1	The minutes were agreed as a true and accurate record of the meeting. All action points had been delivered or are on the agenda for this meeting.	
3	Declarations of interest	
3.1	TR reiterated the importance of declarations of interest in the light of the recent scrutiny of LEP's. SC confirmed robust governance procedures are in place to manage the Programme.	
4	Investment update – Siemens and ABP, update on other potential investments	
4.1	TR described the recent opening of the Siemens Blade Factory as fantastic and a great day for Hull. He commented that early feedback was extremely positive, that the project being delivered in advance of the scheduled time and under budget was testament to the people involved and the area as a whole.	
4.2	DR noted that key speakers including Nick Hurd MP, whilst keen to celebrate the 1000 jobs created also pointed out that the region needed to keep ahead, as leaders of the newly developing industry the message was that we needed to forecast future developments given the very manual nature of this current work.	

	Higher level skills and innovation would reduce the human interface in the future.	
4.3	PB noted that foresight was needed to ensure that the area maintained its leading status to maximise the opportunity and to ensure that it did not default to a reactive position.	
4.4	DG reported that the Siemens site would be fully operational by May 2017 and that the first vessel was due week commencing 19 <sup>th</sup> December. Tower erection prior to load out has also commenced.	
<b>5</b>	<b>Internationalisation update</b>	
5.1	PW delivered a presentation of her findings from the WindEnergy Hamburg Event 27 <sup>th</sup> – 30 <sup>th</sup> September 2016 in conjunction with the report that had been circulated previously.	
5.4	PW spoke of examples of other Countries approach to accessing the renewables market. TR suggested that the Danes provided a good benchmark to stand against. DW reiterated the issue about being able to promote the region for inward investment, TR responded that promotion needed to be on behalf of the country as a whole.	
<b>6</b>	<b>Business Support Strand applications</b>	
6.1	<p>SC introduced the grant application from Walker Grain Drying and Storage. It was clarified that the project intended to use material that was the damaged and waste matter created during the handling process of Biomass Pellets. It was also noted that the equipment was for the specific use described in the application and not simply for grain drying. The board acknowledged that the project had a potential contract lined up.</p> <p><b>Decision:</b> The board approved this grant application.</p> <p><b>Action:</b> SC to feedback to the Business Support Stand.</p>	SC
<b>7</b>	<b>Humber Renewables Awards sponsorship opportunity</b>	
7.1	<p>SC introduced The Humber Renewables Awards 2017 as a potential sponsorship opportunity. The board were in favour of this opportunity and discussed which award category they felt most appropriate to sponsor.</p> <p><b>Decision:</b> The board approved sponsorship for one category.</p> <p><b>Action:</b> SC to secure in order of preference the category of Humber Renewables Champion, or Renewables Innovation or make a choice dependent on availability.</p>	SC
<b>8</b>	<b>GPH Newsletter, marketing and communications report</b>	
8.1	Board members acknowledge receipt of the GPH Newsletter and marketing and communications update.	

<b>9</b>	<b>Strand update report highlights, recommendations and Construction Sector activity report</b>	
9.4	SC confirmed that similarly the 'Green Shoots of Opportunity' project was now live. Board members were requested to publicise the opportunity as widely as possible, referring contacts to the GPGP website in the first instance: <a href="http://greenporthull.co.uk/business-support-investment/green-shoots-funding">http://greenporthull.co.uk/business-support-investment/green-shoots-funding</a>	<b>All to Note</b>
<b>10</b>	<b>DCLG/BIS Update</b>	
10.1	EC was not present at the meeting therefore there was no DCLG/BIS update.	
<b>11</b>	<b>AOB</b>	
11.1	SC reminded board members that the next board meeting would take place at the Siemens Blade factory. Anyone intending to attend the 4pm 11/1/17 site tour prior to the meeting must provide SM with jacket and boot sizes.	<b>All</b>
	Meeting closed at 6.15pm	
	<b>Date and time of next meeting:</b> 5pm, Wednesday 11 <sup>th</sup> January 2017, The Board Room, Siemens, Alexandra Dock Roundabout, Hull, HU9 1TA.	<b>All to Note Venue</b>