

**Minutes of RGF Green Port Growth Programme Board Meeting  
5.00pm, Wednesday 12 April, 2017**

**Present:**

**Board Members:** Scott Yates (SY) Chair, David Richards (DR), Katy Swaby (KS), Alan Menzies (AM), Mark Jones (MJ).

**In attendance:** Eleanor Carter (EC), Sarah Clark (SC), Felicity Clayton (FC) minutes.

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

<b>1</b>	<b>Apologies</b>	<b>Action</b>
1.1	Apologies were received from Tim Rix (TR), Simon Brett (SB), David West (DW), Paul Bell (PB). NB. SB announced his last attendance at the December meeting, a replacement ABP representative is still being sought.	<b>SB</b>
1.2	SY highlighted that the Board was not quorate and therefore decisions taken would need to be ratified by other Board members after the meeting. SC to arrange.	<b>SC</b>
<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	To be declared under each item of the agenda.	
<b>4</b>	<b>Opportunities for support/investment</b>	
4.1	AM reported that the Tricoya investment at the Saltend Chemical Plant had been formally announced in the press recently.	
<b>5</b>	<b>Business Support applications</b>	
5.1	<u>Precision Drilling</u> requested financial support to purchase additional tools and equipment. The company is requesting a grant of £43,442.31 and creating 4 FT & 1 PT posts. Decision - Approved	
5.2	<u>GEV Wind Power</u> (SC declared an interest in this company). Financial assistance is sought to aid the purchase of a number of critical kit for Wind Turbine Technicians deployed on offshore turbines. The company is requesting a grant of £16,411.26 and creating 2FT posts. Decision - Approved	
5.3	<u>Boston Energy</u> are seeking financial assistance support from the GP for kit & work wear for new Technicians. A grant of £35,000 is being requested and the project aims to create 10 FTE posts. Decision: Declined. The Board felt that the company has already received a lot of	

	<p>public sector support which has helped them to develop and grow the business, however it was deemed that the current request would appear to give them more competitive advantage, rather than developing their company and helping them to grow further.</p> <p><u>Action:</u> SC to feedback to business support strand lead to follow up with applicants.</p>	SC
<b>6</b>	<b>Business Grant potential application</b>	
6.1	<p><u>Challenger Handling</u> are seeking funding to implement two of the recommendations of the recent business support review; to implement a new layout of the premises, purchase of new plant and equipment including the purchase of an overhead crane and installation of a second grinding machine for SSI shredding service. A grant of £23,125 has been requested and the project will result in 2 FT posts being created.</p> <p>Decision - Approved</p>	
6.2	<p><u>The Drain Company</u> operate at Chamberlain Road Business Centre, Hull in premises of 445 sqm and are seeking to purchase new premises on Main Street, Wincolmllee. The new premises are nearly twice the size of their existing premises and have a sizeable yard. The costs of the premises are £300,000 and the subsequent fit out costs and investment in capital equipment has been estimated at a further £100,000. The company is requesting a grant of £80,000 and will create 9 FT posts through this investment.</p> <p>Decision – Approved</p> <p><u>Action:</u> SC to feedback to business grant strand lead to follow up with applicants.</p>	SC
<b>7</b>	<b>Green Shoots of Opportunity</b>	
7.1	<p>KS declared an interest in this item and left the meeting.</p>	
7.2	<p><u>Enviromail</u> is requesting a grant of £185,104 to provide industrial work experience in a green and renewables sector social enterprise, one to one support, mentoring, motivation and confidence, addressing employability issues and barriers to work including tackling basic skills.</p> <p>Decision – Approved</p>	
7.3	<p><u>HumberSide Fire and Rescue Service</u> is requesting a grant of £374,356 to support a programme of numeracy and literacy, Manual Handling, First Aid etc. in addition to a personalised syllabus of training at bespoke training facilities. Also Global Wind Organisation / Renewables UK two week course providing certification towards offshore employment.</p> <p>Decision – Declined. The Board questioned the additionally of what the project was offering beyond their usual work and would need clarify who the applicant was. Also the proposal to provide GWO and RUK training for these target beneficiaries seemed unrealistic.</p>	
7.4	<p><u>Re Nu: East Riding Council</u> (SC &amp; AM declared an interest as employees of ERYC). Re Nu is requesting a grant of £163,175 to provide a wide range of support for personnel required in the hospitality, retail and customer service sectors</p>	

	<p>generated as a result of local labour market churn to meet investment in the renewables sector. Project includes one to one work with a personal adviser, group workshops on employability skills, relevant competency and sector training, a small personal budget and participation in a short media video. The project is aimed at jobseekers aged 40+.</p> <p>Decision - Approved</p>	
7.5	<p><u>CatZero</u> is requesting £280,000 to provide a bespoke training programme designed to support the long-term unemployed of Hull and East Riding. Participants will undergo diagnostic interview and further one-to-one sessions, and use 16 week rolling programme to remove barriers to employment and access work and training in entry level and other positions linked to renewables and supply chain.</p> <p>Decision – Approved</p>	
7.6	<p><u>PROBE</u> is requesting a grant of £140,000 to engage customers through use of simulators used in construction contracts (initially excavator, forklift and mobile crane). Advice and guidance interviews, induction programme and then confidence building workshops, employability support, addressing of barriers to employment, mentoring etc. will also be offered.</p> <p>Decision – Approved with the condition that direct delivery by PROBE only, with no use of sub-contractors or consultants.</p>	
7.7	<p>KS was invited to return to the meeting.</p>	
7.8	<p><u>Action</u>: SC to confirm outcome of decision to Austin Lillico to progress the approved applications to contract.</p>	SC
<b>8</b>	<b>Ron Dearing UTC VR Cave proposal</b>	
8.1	<p>DR declared an interest in this item</p>	
8.2	<p>SC informed the Board that the papers presented to them were in preparation for representatives from the project presenting at the May board meeting.</p>	
<b>10</b>	<b>Strand update report</b>	
10.1	<p>SC had provided the board with a detailed report on strand activity. The Inward Investment strand requested that the Board support their recommendations to continue a dialogue with interested parties in Germany, Poland, Belgium and Denmark and for Pauline Wade to attend the Global Offshore Wind Exhibition in London in June. The Board agreed these recommendations. SC to confirm with the inward investment strand lead.</p>	SC
10.2	<p>The GIA Study - BVG Associates had run a series of policy workshops, with some of the findings needing further discussion. SC suggested the Board invite BVG to a future Board meeting which the board agreed. SC to agree with BVG.</p>	SC
10.3	<p>SC highlighted that the current private sector Board members have sat on the board for two years and asked the Board if further private sector recruitment should be undertaken. Due to the Board not being quorate it was decided this decision should be taken at the next meeting. SC to move agenda item to May 17.</p>	SC

10.4	AM left the meeting at 6pm	
<b>11</b>	<b>Green Port Growth Programme legacy</b>	
11.1	SC explained that this would now be a regular item on the agenda for the Board to discuss and plan how to provide a legacy for the Programme and find ways to continue delivery into the future and not to lose the knowledge and expertise which has been built.	
<b>12</b>	<b>DCLG/BEIS Update</b>	
12.1	EC reported that there is a new permanent secretary in place at DCLG.	
12.2	EC confirmed that Katy Day at BEIS has moved on to a different role and has been replaced, EC will confirm the new contacts name and extend an invite from the board to visit the area and meet the Green Port Team. Dates to be confirmed in due course. EC to coordinate with SC.	<b>EC/SC</b>
<b>13</b>	<b>AOB</b>	
13.1	DR confirmed that David Wells will lead on the RDI Strand. SC confirmed the revised Year 6 Delivery Plan was still outstanding and that David Wells will be attending the May 17 board meeting to provide a verbal update on the direction of the Plan. DR also informed the Board that the Senior Advisory Board was now in place for Project Aura.	
	Meeting closed at 6.15pm	
	<b>Date and time of next meeting:</b> 5pm, Wednesday 10 May 2017, Room 1 County Hall, Beverley.	