

**Minutes of RGF Green Port Growth Programme Board Meeting
 5.00pm, Wednesday 14th June, 2017**

Present:

Board Members: David Richards (DR) Chair, Alan Menzies (AM), Mark Jones (MJ), David Morriss (DM), Katy Swaby (KS), David West (DW)

In attendance: Paul Bell (PB), Sarah Clark (SC), Kathryn Batty (KB) minutes, Eleanor Carter (EC) DCLG

Guests: Sarah Pashley (SP), Steve Willacy (SW) (Ron Dearing UTC), Richard Burgess (RB) (UTC Trustee/Spencer Group) in attendance for agenda item 5

1	Welcome, introductions and Apologies	Action
1.1	Apologies were received from Tim Rix (TR) and Scott Yates (SY).	
1.2	DR chairing in the absence of the Chair and Deputy Chair.	
2	Minutes of the previous meeting and matters arising	
2.1	The minutes were agreed as a true and accurate record of the meeting.	
2.2	4.3 [May 17 meeting minutes] MJ advised that this will be brought to a future Board meeting.	
2.3	6.1 [May 17 meeting minutes] DR reported that David Wells has discussed and shared information with DW and that there appears to be great potential in the region for battery storage.	
2.4	7.5 [May 17 meeting minutes] DR advised that discussions have started with The Data Observatories for the Local Authorities.	
2.5	10.1 and 10.3 [May 17 meeting minutes] SC advised that these items are being progressed.	
3	Declarations of interest	
3.1	To be declared under each item of the agenda.	
4	Opportunities for support/investment	
4.1	Discussed within other agenda items.	
5	Ron Dearing UTC, Virtual Reality Cave	
5.1	Representatives from UTC – SP (Principal), SW (Vice Principal) and RB (UTC trustee/Spencer Group) - delivered a presentation to the Board which highlighted the successes achieved so far by the UTC and the plans to create a Virtual Reality Cave (VRC) which will include a suite of VR and associated technologies for use in the wide businesses community of Hull and the East	

	Riding, for which they are seeking £315k of GPGP funding.	
5.2	DW queried the likelihood of small businesses engaging with the VRC.	
5.3	DR stated that SMEs may take a little longer to get on board but that he fully supported the idea and offered help and support from the University.	
5.4	MJ provided some background information, citing that the original vision was born out of the need to address a skills gap and SME capability gap and that the idea of the VRC is to reengage with SME and microbusinesses, the supply chain, and to provide skills support in parallel to this activity and that this will start to bridge the gap.	
5.5	EC queried job creation and eligibility of businesses. SC confirmed this activity will not create direct jobs however it will provide support to businesses to enable SME's to create additional jobs in the future.	
5.6	SC advised that TR and SY had emailed to provide their support of the project. Decision: approved SC to work with the UTC to work up the funding contract which will include objectives and outputs in line with the expectations of the Programme.	SC
6	Business Support Application	
6.1	A request to support the creation of a training resource in Beverley, which will provide inspection work to Siemens and other wind turbine operators. The funding will be used to purchase equipment to support the training offer. The company is seeking £23,750 of funding against an investment of £47,500 Decision: Approved. SC to communicate the decision to the strand lead	
6.2		SC
7	Business Grant Application	
7.1	A request to provide capital funding to a local organisation who specialise in hiring, servicing and selling a range of cranes and access equipment worldwide, and provides contract lifting work for a variety of clients as well as undertaking a range of specialist training courses. They have recently secured a £100k contract with Siemens to provide training and are looking to build new offices to replace those damaged in the floods in 2013. The company is requesting £105k against a total project cost of £1.8m. It is anticipated that 7 jobs will be created as a result.	
7.2	The Board held a discussion about the application and felt that further information was required before a decision could be made, specifically further detail was required regarding the 7 jobs to be created, clarification as to the location of the proposed suppliers of the £1.8m project costs. The Board also required assurance that the funding sought was being used to provide additional resilience against future flood risk.	

7.3	SC to liaise with the strand lead to seek additional information requested.	SC
7.4	AM advised that decisions could be taken electronically, SC to arrange.	SC
8	Green Port Growth Programme legacy	
8.1	SC confirmed that this will continue to be a regular agenda item to ensure focus is placed on ensuring that support continues to be provided post GPGP and that discussions with Green Port colleagues was now ongoing.	
9	Strand update report highlights, recommendations	
9.1	The Board noted the report.	
10	DCLG/BEIS Update	
10.1	EC advised that there was nothing to report.	
11	AOB	
11.1	MJ requested information on a proposal he had been made aware of regards a survey of high energy users across the Humber. SC advised it was a proposal that had been offered Green Port funding in principle to enable further more significant funding to be drawn down from BEIS. MJ and AM requested sight of the proposal, SC to circulate to board members.	SC
	Meeting closed at 6.25pm	
	Date and time of next meeting: 5pm, Wednesday 12 th July 2017, Room 1 County Hall, Beverley.	