

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

**Present:**

**Board Members:** Scott Yates (SY) Chair, Alan Menzies (AM), Mark Jones (MJ), David West (DW)

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

<b>1</b>	<b>Welcome, introductions and Apologies</b>	<b>Action</b>
1.1	Apologies were received from Tim Rix (TR), Paul Bell (PB), David Morriss (DM), David Richards (DR), Katy Swaby (KS) and Ruth Pugsley (RP).	
1.2	SY chairing in the absence of the Chair.	
1.3	SC advised that Eleanor Carter of DCLG is currently seconded to another project for an expected period of 6 months, and RP will be covering her role during this time.	
<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.	
2.2	11.2 [July 17 meeting minutes] MJ asked who would be representing the GPGP for the Humber High Energy User Study. SC advised that she is in dialogue with the Humber LEP regarding the work and will be the GPGP representative for ongoing dialogue and meetings.	
2.3	5 [July 17 meeting minutes] MJ suggested that the Board members visit The Ron Dearing UTC. The Board also requested that GPGP meetings and events be held at the UTC. SC to arrange.	<b>SC</b>
<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	MJ reported that Siemens Gamesa are now marketing their Green Port facility to third party investors, with a view to leasing more of ABP land to service Hornsea 1&2.	
4.2	MJ advised that a ground-breaking ceremony has been held at Tricoya Technologies Ltd's wood chip acetylation plant at Saltend Chemicals Park. The facility is a world's first and is being funded, built and operated by a consortium comprising a Dutch company, an Irish company and BP and is receiving £600k from GPGP.	
<b>5</b>	<b>Business Grant applications</b>	
5.1	A company is requesting £44k GPGP funding to support the purchase of a 5000	

	sq/ft business unit in Hull. The project will create 5 new jobs. The project appraisal panel have recommended that the Board approve a grant of £30,000 toward the project, subject to all other funding within the application being secured.	
5.2	<b>Decision:</b> The Board members present agreed to the recommended £30k with 3 new jobs to be created by the project and granted SC delegated authority to approve any changes in the funding offer, up to a total of £44k of funding (5 new jobs created).	
5.3	SC to seek approval electronically from Board members absent from the meeting in order that full quorum can be formed.	SC
5.5	<u>Previous application where the board had requested further info;</u> The Board discussed the revised proposal which now provides further clarification on the points raised at the July 17 meeting.	
5.6	<b>Decision:</b> Approved by the Board members present	
5.7	AM requested that any cladding considerations for the build be in line with current regulations.	
5.8	SC to seek approval electronically from Board members absent from the meeting in order that full quorum can be formed, and highlight the point raised regarding cladding to the strand lead.	SC
<b>6</b>	<b>Green Port Growth Programme Legacy</b>	
6.1	<u>Skills strand report;</u> MJ presented the paper. The Board had a discussion about the proposed actions and recommendations.	
6.2	<b>Decisions:</b> see below  Proposed action 1 – approved. The current scope of the Pathway to Employment project to be widened to allow the needs of the food industry to be met. If HCC deem it necessary to re-commission the project this can go ahead, in conjunction with SC.  Proposed action 2 – approved. The additional post to be recruited through the Skills strand lead’s team. The Board have requested that the successful candidate be invited to meet the Board at a Board meeting once in post.  Proposed action 3 – approved.  Proposed action 4 – deferred. The Board have requested that a detailed proposal on the skills bank model principle be worked up and brought to a future Board meeting by the Skills strand lead.	
6.3	SC to seek approval electronically from Board members absent from the meeting in order that full quorum can be formed.	SC
<b>7</b>	<b>Business Support application</b>	

7.1	<p>A company is requesting support to purchase a machine which will allow them to enter into contracts to provide protective coating for wind tower, blade and nacelles. The company is seeking £6,250 of funding against an investment of £12,500</p> <p><b>Decision:</b> Approved by Board members present.</p> <p>SC to seek approval electronically from Board members absent from the meeting in order that full quorum can be formed.</p>	SC
8	<b>Strand update report highlights, recommendations</b>	
8.1	<p>SC provided highlights from the update report. Three targeted marketing events aimed at manufacturing employers across the Humber are being developed and will be delivered during July and August. The events will include Green Shoots contractors. The Green Power event will be taking place this coming Sunday, Board members should have received an invite to attend the event and to start and finish races and for prize giving.</p>	
9	<b>DCLG/BEIS Update</b>	
9.1	<p>No update as DCLG/BEIS not in attendance.</p>	
10	<b>AOB</b>	
10.1	<p>SC asked if any of the Board members would like to attend a Humber Showcase session which is a side event on 12 Sep during London International Shipping week. The Board agreed that representation was already being provided by ABP and additional representation was not required. SC to feedback to Jo Dooley</p>	SC
10.2	<p>SC highlighted the event feedback for the OffShore Wind Energy 2017 event that took place in June. A discussion was held regarding the exhibitions in general. DW queried the value of the exhibitions. SY advised that it's not always possible to gather the positive outcomes that have happened as a result of the exhibitions. AM suggested that businesses who are supported to exhibit at the events and businesses that attend the stands could be asked two key questions 1) what did they think they would get from the event and 2) what did they actually get from attending the event. SC to feedback to the Inward Investment strand lead.</p>	SC
10.3	<p>The Board discussed the use of energy storage technology in the context of legacy planning, having received the news article brought forward by DW regarding the Siemens and the AES Corp joint venture. MJ to make initial contact with Siemens.</p>	MJ
10.4	<p>The Board requested the cancellation of the August Board meeting due to a number of Board members being unable to attend. The frequency of future Board meetings was discussed with a view to potentially moving to bi-monthly meetings, taking decisions electronically when required. To be discussed at the next meeting.</p>	SC
	<p>SC to cancel the August Board meeting and to keep the October date in case</p>	SC

10.5	needed. SC advised that a GPGP Board working lunch will be scheduled shortly to discuss and agree strategy for GPGP legacy.	SC
	Meeting closed at 6.10pm	
	<b>Date and time of next meeting:</b> 5pm, Wednesday 13 September 2017, Room 1 County Hall, Beverley.	