

**Minutes of RGF Green Port Growth Programme Board Meeting  
 5.00pm, Wednesday 13 September, 2017**

**Present:**

**Board Members:** Tim Rix (TR) Chair, Alan Menzies (AM), Mark Jones (MJ), David Morris (DM), Dave Richards (DR), Scott Yates (SY), David West (DW), Katy Swaby (KS),

**In attendance:** Nicola Comer (NC) DCLG, Sarah Clark (SC), Kathryn Batty (KB) minutes

*In attendance for agenda item 7: David Wells (DW)*

<b>1</b>	<b>Welcome, introductions and Apologies</b>	<b>Action</b>
1.1	Apologies were received from Paul Bell (PB)	
1.2	TR welcomed NC to the meeting.	
1.3	SC advised that NC will be undertaking the role of DCLG Contract Manager in Eleanor Carter's absence.	
<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	5.1 [July 17 meeting minutes] MJ advised an applicant of a Business Grant, had queried why there had been a reduction in the value of grant offered from the value of their original grant application. The reduction was based on an assessment, by Hull City Council along with the organisations Accountant, of their financial standing and as funding from the Green Port Growth Programme would only ever provide gap funding the assessment deemed a reduction from £44k requested to £30k offered, as appropriate. MJ agreed to review the background evidence with HCC colleagues to ascertain if the original amount of grant requested could be reached on the condition that additional jobs could be created by the organisation as a result of the grant. SC confirmed monitoring of the process could provide the relevant audit trail. MJ to action.	<b>MJ</b>
2.3	10.3 [July 17 meeting minutes] MJ confirmed that contact has been made with Siemens.	
2.4	Matters arising to be covered off during the meeting.	
<b>3</b>	<b>Declarations of interest</b>	
3.1	To be declared under each item of the agenda.	
<b>7</b>	<b>Project Aura</b>	
7.1	DW in attendance, agenda item brought forward.	
7.2	DW provided an overview of the paper circulated to the Board.	

<b>4</b>	<b>Opportunities for support/investment</b>	
4.1	MJ reported on the need for road improvements at Priory Park where two inward investment opportunities are expected. MJ will be bringing a paper to a future Board on this.	
<b>5</b>	<b>Business support requests for financial assistance</b>	
5.1	The applications were circulated prior to the Board meeting for consideration.	
5.2	A request for £5,425 of GPGP funding against an investment of £10,850. The investment will create 2 jobs.  <b>Decision:</b> Approved	
5.3	A request for £35,000 of GPGP funding against an investment of £70,000. The investment will create 5 jobs.  <b>Decision:</b> Approved	
5.4	A request for £25,000 of GPGP funding against an investment of £50,000. The investment will create 4 jobs.  <b>Decision:</b> Approved	
5.5	SC to advise the Business Support strand lead.	<b>SC</b>
<b>8</b>	<b>Green Power 2018 – Project Schuman</b>	
8.1	SC highlighted key messages from the report and shared a video with the Board Members which contained highlights from the Greenpower 2017 Project Blyth project and event held at the KCOM Stadium. Those present at the meeting that attended the event agreed that it was very successful.  The video can be accessed at: <a href="https://vimeo.com/233231856/aa474fb48e">https://vimeo.com/233231856/aa474fb48e</a>  <b>Decision:</b> The Board agreed to support 5 x Formula 24+ card and the Hull Street Race for Greenpower 2018 to a maximum of £111k.	
8.2	SC to advise the Inward Investment strand lead	<b>SC</b>
8.3	DR advised that The British Science Association, which showcases the best of British science, will take place in Humber region in 2018, and will be hosted by the by the University of Hull. The British Science Festival, likely to be held during September 2018 will be a flagship event as part of Hull’s City of Culture legacy and could tie in well with the plans for Greenpower 2018.	
<b>9</b>	<b>GPGP Performance to date</b>	
9.1	SC provided highlights from the programme performance update report. SC advised that she has held meetings with each individual strand to focus on spend to date and commitments and pipeline activity remaining, and will	

	<p>continue to monitor this closely with each strand lead as the Programme enters into the final 18 months of delivery.</p> <p>SC confirmed that the current status of commitments meant the Board may need to make decisions in the future as to which planned activities go forward and some which may be shelved.</p>	
<b>10</b>	<b>Strand update report highlights, recommendations</b>	
	<p>SC provided highlights from the update report, detailing the request for an extension to the German Business Desk from the Inward Investment strand lead.</p> <p><b>Decision:</b> Approved in principle. The Board have requested that PW provide more information at the October Board meeting.</p>	
<b>11</b>	<b>DCLG/BEIS Update</b>	
11.1	No update from BEIS. NC praised the GPGP Board members and Programme staff on the successful performance of the Programme.	
<b>12</b>	<b>Frequency of Future Board Meetings</b>	
12.1	The Board requested that any future August Board meetings are cancelled, however they would like to keep the monthly meetings, as per the current arrangement until such time as the Programme is winding down when monthly meetings may not be required.	
	Meeting closed at 6.10pm	
	<b>Date and time of next meeting:</b> 5pm, Wednesday 11 October 2017, Room 1 County Hall, Beverley.	