

**Minutes of RGF Green Port Growth Programme Board Meeting  
 5.00pm, Wednesday 11 October, 2017**

**Present:**

**Board Members:** Tim Rix (TR) Chair, Mark Jones (MJ), Dave Richards (DR), David West (DW), Katy Swaby (KS),

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

*In attendance; Dawn Hall (DH) and Mark Parkes (MP) for agenda item 5, David Wells (DW) for agenda item 6, Pauline Wade (PW) for agenda item 7*

<b>1</b>	<b>Welcome, introductions and Apologies</b>	<b>Action</b>
1.1	<p>Apologies were received from Alan Menzies (AM), David Morris (DM), Paul Bell (PB) and Scott Yates (SY).</p> <p>NB. Decisions on agenda items had been made and forwarded to SC by Alan Menzies and David Morriss in advance of the meeting.</p>	
<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	<p>MJ reported that Siemens are now marketing the quay at Alexandra Dock to third party users. Improvement works to the roundabout will mobilise land for the quay. There is now an active marketing campaign targeted at companies who are delivering turnkey services for wind farm opportunities.</p> <p>A discussion was held regarding local content and what exactly qualifies as local content. It was noted that support has been received from local government.</p>	
<b>5</b>	<b>Business Support Success stories</b>	
5.1	DH introduced Mark Parkes of Boston Energy and provided an overview of the successes and opportunities of the GPGP Business Support strand in terms of their core activities, and in the context of the support provided to Boston Energy. MP presented an overview of the main business activities, how they have accessed GPGP funding and the growth achieved by the business due to the support provided by the Programme.	
5.2	TR commended MP and Boston Energy on their success and stated that it was good to have a business come and speak to the Board about the successes they have had as a result of accessing GPGP funding and support.	

	<u>Declaration of interest</u> – TR reminded board members that he was involved in the joint venture of the organisation ‘BostonRix Wind’.	
	<b><i>NB. Agenda item 7 was brought forward before agenda item 6.</i></b>	
<b>7</b>	<b>Internationalisation update</b>	
7.1	<p>PW provided an update stating that we are now at a critical point in trying to attract investors and provided an overview of key recommendations detailed on p.8 of the Strand Update Report.</p> <p><b>Decision:</b> The Board agreed that PW is to proceed with the recommended objectives described in the strand report.</p>	
<b>6</b>	<b>RDI strand innovation audit draft</b>	
6.1	DR confirmed the innovation audit was at draft stage and not final draft as the meeting agenda had reported. SC confirmed the agenda would be amended.	<b>SC</b>
6.2	DW provided an overview of the study, undertaken by CFE research, which seeks to provide an assessment of innovation activity in the Humber, with a view to gathering Board member comments before the study proceeds to final draft.	
6.3	A discussion was held regarding innovation in the area and a number of queries were raised as to the source and accuracy of the data upon which the study is based.	
6.4	The Board requested a copy of the study be circulated.	
	<b>Action:</b> DW to forward a copy of the draft study paper for onward distribution to Board members.	<b>DW/SC</b>
<b>8</b>	<b>ERDF Smart Grid Proposal</b>	
8.1	<p>SC presented the paper which details a request to approve the use of RGF GPGP monies as match funding to an ERDF project application which seeks to test the concept of a smart local electricity grid at Goole.</p> <p><b>Decision:</b> Approved</p> <p><b>Action:</b> SC to work with the project lead to provide the necessary information and to ensure the funding solution is compliant.</p>	<b>SC</b>
<b>10</b>	<b>Green Port Growth Programme expenditure and commitments update</b>	
10.1	SC shared a paper showing details of expenditure to date, commitments and potential commitments by strand along with recommendations as to how pipeline activity should be managed as the Programme moves into the last 18 months of delivery.	
10.2	<b>Decision:</b> The Board agreed that delegation be given to SC as the Programmes	

10.3	<p>Manager to make an assessment of order of priority for pipeline activity, with a summary of actions to be provided to the Board electronically as and when decisions were made.</p> <p>MJ requested and the board agreed that priority be given to activities that yielded the highest job creation.</p>	
<b>11</b>	<b>Green Port Growth Programme legacy</b>	
11.1	SC explained that a summary note and action points from the recently held GPGP legacy meeting is being pulled together and will be distributed to Board members shortly.	
<b>12</b>	<b>Strand update report; highlights and recommendations</b>	
12.1	<p>The Board noted the content of the report.</p> <p><u>Declaration of interest</u> – SC advised board members that the owner of the organisation mentioned in the strand report ‘Blade Monitor Ltd’ is her husband.</p>	
<b>13</b>	<b>DCLG/BEIS Update</b>	
13.1	DCLG not in attendance and no update provided prior to the meeting.	
<b>14</b>	<b>AOB</b>	
14.1	SC advised that there are plans to hold the December 2017 board meeting at the Ron Dearing UTC. The meeting will likely commence at 4.30pm to allow time for Board members to experience the Virtual Reality Cave.	
	Meeting closed at 6.25pm	
	<b>Date and time of next meeting:</b> 5pm, Wednesday 8 November 2017, Room 1 County Hall, Beverley.	