

Minutes of Greenport Growth Programme Board

17.00, 23rd January 2013

Present: Tim Rix (TR), Bill Walker (BW) Mark Jones (MJo) Alan Menzies (AM)

In attendance: Paul Bell (PB) Doug Kendall (DK) Laura Moorish (LM)

1.	Apologies	Action
1.1	Matt Jukes (MJu)	
2.	Minutes of last meeting	
2.1	The minutes were agreed as a true and correct record of the meeting.	
3.	Matters arising from the minutes	
3.1	Note on the Glasgow Exhibition. The Board requested a report from Inward Investment and the LEP regarding the leads and business opportunities that companies obtained from the Glasgow conference to demonstrate a return on the expenditure incurred.	H Stinson
4.	Further Update on the Humber Education Partnership	
4.1	The report on the HEP has been withdrawn as it has been confirmed by BIS that RGF is not to be used for education purposes or for under 18s unless the beneficiary is a minimum of 16 and on a 3 year apprenticeship course.	
5	Presentation by Laura Moorish on the Paul LDO	
5.1	LM presented on the work being undertaken by consultants on the Local Development Order for the Paull site. The LDO system and its aims were outlined and details of the work being undertaken and the difficulty of getting the balance between environmental issues and development still has to be resolved. The time scale for the LDO was outlined and this was on course for the completion in Spring 2013.	
6.0	Working Across the Humber Group	
6.1	The board noted the paper on the Working Across the Humber Group meeting and endorsed the cooperation. There was some discussion that the RGF round 3 NE Lincolnshire Business grant's funding for across the whole of the Humber should be allocated via the Humber LEP Investment Board chaired by David Kilburn. This was to be aired at the next meeting of the Working Across the Humber Group.	DK
7.0	Report on the Paull works need to continue development.	
7.1	There was detailed discussion on the Paull site. An Expressions of Interest event for RGF4 is to be held in Leeds on the 19 th February, and we need to be in attendance.	S. Silvester . (SS)
7.2	Approval was given for the expenditure outlined as Item 2, of the revised Paull paper, the Road and Rail feasibility study at a cost of £70k and item 5 to support a separate RGF funding package £25k. This will bring the total approved to £300,000. The board agreed that in the event that the site development was not in conjunction with the Green Port Hull scheme and that the land value would only be to ABP's advantage, then the £70k and highlighted in the feasibility study to support the road and rail infrastructure within the transport corridor would have	

	to be repaid by ABP. DK to liaise with legal re suitable wording within the offer letter/contract.	SS/DK/ MJu
8	Verbal report on Strand Progress.	
8.1	<p>Update report on strands.</p> <p>The second claim/ report has been submitted to DCLG for the programme. It showed a spend of £72,627 to date, this includes the expenditure in the July to September period.</p> <p>Following the first monitoring visit in December 2012, by DCLG and BIS there were no issues identified and overall they were very pleased with the whole operation.</p> <p>Skills We have exceeded our target for the year of 75 apprentices with a further quarter to go.</p> <p>Business Grants Application forms for grants have completed their consultation period.</p> <p>Research & Development A new business plan has been submitted for the R&D strand and this will be reported to the next Board Meeting.</p> <p>Business Support All 30 businesses pilot audits have been completed and feedback given to the companies. The findings from the audits and the feedback from businesses is informing the work and direction of the consultants who will form the next framework to continue the audits this is planned to be procured in January. MJu asked if a Matrix or small report could be compiled from the completed company audits showing the businesses competency and the range of needs the companies require. MJu had had feedback that some of the companies/consultants carrying out the pilot Audits were using the audit to market their own company products and services. It was agreed that any new companies need to be vetted and to make sure that impartiality was guaranteed.</p> <p>Inward Investment Work on the web site has been tendered and a company “Fred” has been appointed and works will proceed as soon as the SLA is agreed.</p> <p>Site Assembly The need to keep the Paull site moving is the main aim of the strand at the moment.</p>	DK/ D. Hall.
8	AOB	
	There was no AOB	
9	Date and time of next meeting 17.00 Wednesday 20 th February 2013	