

**Minutes of Greenport Growth Programme Board  
17.00, 9<sup>th</sup> April 2014**

**Present:** Richard Brough (RB), Bill Walker (BW), Alan Menzies (AM), Mark Jones (MJ), Simon Brett (SB)

**In attendance:** Paul Bell (PB), Sarah Clark (SC), Marie Therese-Clayton (MC) DCLG, Neil Berry (NB) Minutes

<b><u>1.</u></b>	<b><u>Apologies</u></b>	<b><u>Action</u></b>
1.1	Apologies received from Tim Rix (RB chairing for TR).  The members and attendees introduced themselves to the group. RB also offered congratulations on progress to date, while recognising that there is still a lot to do.	
<b><u>2.</u></b>	<b><u>Minutes of the previous meeting</u></b>	
2.1	SB requested amendment to the action on 1.1.  <b>Action</b> – Amend minutes from 12 <sup>th</sup> March 2014.	<b>NB</b>
<b><u>3.</u></b>	<b><u>Matters arising from the minutes</u></b>	
3.1	SC provided updates to matters arising 12 <sup>th</sup> March 2014 as follows: 5.1 Work is progressing, an update will be provided to Board in the near future 7.2 Agreement with ████████ has been extended 7.3 Additional wording for the SEP provided 7.6 Additional paper to be discussed in AOB 9.1 Delivery Plan will be reviewed in light of developments since last meeting	
<b><u>4</u></b>	<b><u>Declarations of Interest</u></b>	
4.1	SB declared an interest relating to discussion in AOB on the additional paper requesting additional funds for enabling works.	
<b><u>5</u></b>	<b><u>Siemens announcement - update</u></b>	
5.1	A broad discussion took place over key aspects of the projects, with MJ, SB and AM all contributing. The critical path remains Alexandra Dock contracted by July and Paull by October, however significant challenges remain. The project has now grown from the initial plans to include additional scope, which also widens to potential local benefit and opportunities to attract additional investments. The announcement is also enabling renewed discussions with the Siemens Skills Team and on supply chain needs, both of which allow for better targeted plans through the Green Port Growth Programme in the coming months.	

	<p>Significant challenges remain, particularly relating to planning where there are still over 100 reserved matters to resolve and these need resolution in the next few months.</p> <p>There is a key focus needed in the coming months to manage expectations and to control some of the information flow while the details are resolved. As part of the Green Port Hull project team, a communications strategy is being developed to direct this. This will involve working with a lot of stakeholders, including members, statutory authorities, town and parish councils, the media and broader representatives of trade and industry bodies.</p>	
<p><b>6.</b></p>	<p><b><u>GPG Programme launch, marketing, PR, events</u></b></p>	
<p>6.1</p>	<p>The Board reflected that it was not appropriate to change the current stance significantly in light of the ongoing negotiations. The key tenet was that all activity needs to be specific and targeted as this will potentially yield a better return on investment. SB highlighted that the recent ambassadorial event to Aarhus, Denmark was a success and one of the better examples of similar events he has attended. He is in discussion with Pauline Wade about a return visit in June to promote the Estuary, the opportunities and future potential.</p> <p>On the basis of the overall discussion and the issues still to be resolved, the programme will not yet enter a full launch phase (not anticipated until at least July 2014). PB queried whether SC was a member of the GPH Project group. SC advised not and it was agreed that the Programme Team need enhanced inclusion of these matters to steer programme direction and to ensure programme benefits are maximised and appropriately reported.</p> <p>On summarising the discussion, RB asked whether DCLG accepted the current position, recognising the ongoing red flag status. MC accepted that it would take a few more months for more detailed plans to emerge.</p> <p>RB also asked whether this would be sufficient to meet the needs to the Programme. SC reported that while this was understood, the Green Port Growth Programme is a publically funded programme that needs to engage the local community and support businesses to access the supply chain. This was accepted and the Board agreed several next steps to bridge the next few months.</p> <p><b>Decisions:</b>  Overall, a steady increase in activity – building momentum through 2014 into 2015/16 but not a big launch yet.  Appropriate to extend skills now but some activity will need very specific focus, for example, disadvantaged groups may need to focus on specific skills sets.  Appropriate to extend business support in the coming months – wait further detail on supply chain needs to better inform activity.  Develop a revised profile and plan to deliver remaining programme, also validating that strands and activity remains appropriate to address emerging needs and</p>	

	<p>maximise economic outcomes. One key need of programme will be composite manufacturing – a potential focal point of R&amp;D strand</p> <p><b>Action:</b> SC to be engaged in wider Green Port discussions.</p>	<b>MJ/PB/SC</b>
<b>7.</b>	<b><u>Additional activity - Skills</u></b>	
7.1	<p>A paper was presented outlining a proposal to target a small group of eligible beneficiaries to undergo a specific programme to access employment opportunities in the renewables supply chain.</p> <p><b>Decision:</b> the additional activity requested was approved.</p> <p><b>Action:</b> Skills team to progress tender work for the proposal with final versions being agreed with the Programme Team before it goes through the official tender process.</p>	<b>BF</b>
<b>8.</b>	<b><u>letter for discussion</u></b>	
8.1	<p>The Board acknowledged receipt of the letter from [REDACTED]. AM suggested a meeting with [REDACTED] and MJ, which SC agreed to arrange through AM and MJ respective PA's.</p> <p><b>Action:</b> AM and MJ to meet [REDACTED]</p>	<b>AM/MJ</b>
<b>9.</b>	<b><u>Strand updates</u></b>	
9.1	The update was received and noted.	
<b>10</b>	<b><u>Financial statement</u></b>	
10.1	<p>The update was received and noted. AM asked for an update on the interest, which was confirmed as £500k at this point in time.</p> <p>RB asked MC to clarify if the current programme underspend would be lost. MC confirmed the underspend would be re-profiled over the remaining period of the programme.</p>	
<b>11</b>	<b><u>DCLG Update</u></b>	
11.1	<p>MC confirmed that DCLG would continue to work closely with the programme to progress the re-profiling, with a realistic perspective of the revised expenditure profiles following the recent announcement. It is recognised this will take a few months to unfold.</p> <p><b>Decision:</b> Variation to contract to be finalised by July.</p>	

	<b>Action:</b> Develop the revised year 3 delivery plan over the next few months.	<b>SC/MC</b>
<b>12</b>	<b>AOB</b>	
12.1	<p>SC distributed a paper that had been submitted by Hull CC on the day before the meeting. Time was allowed for the Board to review the paper. SC then provided a brief update on previous discussions relating to Site Assembly being for 'readiness' activity. SC then asked MJ to provide a more detailed view for the Board.</p> <p>MJ confirmed that a meeting was scheduled to take place with Statutory Agencies to discuss issues such as highways, policing and safety, core port capacity, improving signalling and routing. This work is critical to the intended safe construction work at Alexandra Dock quays. Both projects are deemed to be state aid compliant and have received independent legal advice to this effect. The additionality is that without this work, there is a significant funding gap.</p> <p>There was broad discussion about the issues and the timelines. In particular, PB and SB highlighted that the pathway is both critical and time sensitive, with links to ongoing discussions with Natural England over the coastal path to Hessle. It was noted that the timeframe indicated in the paper may also be shorter than this.</p> <p><b>Decision:</b> There was agreement in principle for the GPGP to contribute funds subject to further information being provided and scrutinised.</p> <p><b>Action:</b> HCC to provide the following additional information:</p> <ul style="list-style-type: none"> <li>• The state aid advice received from Addleshaw Goddard and DLF to confirm that both the roundabout and footpath schemes do not constitute state aid.</li> <li>• Confirmation of exactly when costs will be incurred - the paper states works will be completed between April and December 2015, at the meeting there was a discussion that works will be completed in 2014.</li> <li>• Additional information around the funding proposals.</li> </ul> <p>Before final approval, SC advised that the additional amount requested was not available within the current Site Assembly allocation and as such confirmation will be required on this also.</p> <p>Meeting closed 18.30.</p>	<b>DG</b>
<b>13</b>	<p><b>Date and time of next meeting:</b>  <b>5pm, 14<sup>th</sup> May 2014, Kreis Lippe Room, County Hall, Beverley.</b>  <b>(Please note change of meeting room)</b></p>	