



Green Port Growth Programme Management Board – 16th October 2013

Programmes Manager Update

Agenda Item 4

At the Board Meeting in April (extract below), the composition and Terms of Reference of the Board membership was discussed and it was agreed to be reviewed in 6 months to ensure that it remains appropriate to meet the demands of the programme. East Riding of Yorkshire Council is also currently undergoing an Internal Audit of Green Port Growth (ToR included with papers), and early indications are that there will be recommendations to improve governance arrangements across the programme. In addition, recent changes at ABP necessitate a review of the current members. In light of this, agreement is needed on:

1. Updating the Terms of Reference to broaden the scope of Board from current membership of 5 members;
2. If widening the membership, who are suitable candidates to approach to strengthen programme governance as the programme moves into the next stage of delivery?;
3. Agree ABP representative in light of recent changes.

It is envisaged that agreements on these points will be collated into a new Terms of Reference and supporting paper to be ratified at the next Board meeting (20th November).

Board Minutes extract 17th April 2013

5 *Membership Of the Board.*

5.1 *The Board considered a report on alterations to the structure of the board by increasing the membership by 2 and amendments to the Terms of Reference (ToR). It was agreed that the current membership should remain at 5 with the increase in board membership being revisited in 6 months' time.*

Agenda Item 5 – Chamber of Commerce

A separate paper is enclosed. The paper is submitted to board for discussion, with any follow up action taken as agreed.

Agenda Item 6 – DCLG Liaison

As part of the continuous monitoring programme, discussions have been ongoing with the DCLG monitoring team. In general, DCLG are satisfied with the programme management. There are, however, concerns that have been raised regarding the fact that spending is falling significantly behind the agreed offer profile. A verbal update will be provided to the board during the meeting so that appropriate actions can be agreed.

Agenda Item 7 – Strand updates

7.1 Employment and Skills Strand Update – October 2013

Engineering Apprenticeships

By the end of Q2 86 applications for wage subsidy for Level 3 Engineering Apprenticeships had been received. Most have been approved and are going through the administrative process of setting up the subsidy. The target for 2013-14 is 100 wage subsidies and will almost certainly be achieved. There are no particular issues around engineering apprenticeship wage subsidies.

Engineering Up-Skilling

There is a similar picture in engineering up-skilling packages. Against a target of 70 up-skilling packages for 2013-14 51 applications have been received and most have already been approved. Again there are no particular issues.

Wage Subsidies – Disadvantaged Groups

As reported to the Board on 31st July, this wage subsidy was originally focused on OEMs and their Tier 1 suppliers. With this in mind, no target outcomes were originally set for 2013-14. The Board resolved to widen the availability of the wage subsidy to include employers in the maritime sector involved in the offshore wind supply chain. Despite this change, to date there have been no applications for wage subsidy against a target of 100 subsidies for 2013-14. It is intended to make further attempts to specifically market this strand during Q3.

7.2 Business Support

This month the project has:

- 4 Enquiries
- Enrolled 12 companies
- Completed 5 reviews
- 5 Grant applications submitted, 5 approved by board, 3 Grant Agreements returned
- 2 Consultancy applications submitted

Grants

No payments have been processed yet but East Riding of Yorkshire Council grant agreement has been finalised, sent out and returned by relevant companies.



Procurement

Framework draft has been developed and is currently with legal for final approvals, date for contract commencement still planned for January 2014. Legal have suggested that consultancy support could take the form of grant approval rather than commissioned by ERYC.

Business Directory

The site build is currently in progress by FRED marketing and a test version will be ready next month. The plan is for Sector Focus Groups to be looked at in line with the business directory.

Links with other Support Programmes

Communications are on-going with local MAS contacts in relation to their new 'Grow: Offshore Wind' RGF project to try and minimise repetitiveness and ensure joined up working to the benefit of local businesses. They are in the process of recruiting an advisor/specialist and a meeting has been set up for next month.

Green Deal

The team identified that East Riding of Yorkshire Council have submitted a bid to DECC for the 'Green Deal Communities Fund', which would link with this project, specifically section 2.2 "Supply chain programme funding element - to support training initiatives which assist SMEs and micro-businesses, bringing them into the Green Deal and providing them with an opportunity to maximise the benefits." After a meeting with the Sustainable Development team, it was agreed that if the funding is secured the team will be informed as there is potential to work together.

Events

The team attended a public consultation for the proposed Yorkshire and Humber carbon capture, transportation and storage Cross-County Pipeline project. In order to obtain information, rather than advertise the project, the team spoke to National Grid members of staff to identify their procurement process, which builds on our work with SSE about supporting local businesses to bid for and win contracts with large developers.

Making Opportunities Visible

In line with the project's business plan to "make opportunities visible" the team are currently working with SSE to plan and promote a Humber launch of SSE's Open4business – trans-pennine web portal on 17th October. In September the team attended a regional launch in Pontefract to obtain a better understanding of the portal and review the best way of planning their Humber launch. The team have agreed an agenda with SSE and have promoted the event by



distributing a flyer, information in the News Round-up, a press release and advert to the relevant networks.

The Open4Business portal is SSE's approach to creating and encouraging local supply chains. The concept is to promote local procurement from companies in the areas in which they operate, and with them having multiple sites across the North of England want to give SME's in our area an opportunity to be involved at all levels with themselves and their supply chain. East Riding of Yorkshire Council is identified as a local stakeholder offering business support to those local companies who are not at the level expected by SSE and their key contractors at this time.

Marketing

The team are starting to promote the project through the use of making the Green Port Growth logo and information visible through the promotional material used for the SSE event (as above). The project manager attended an ECITB regional forum, at which she gave a presentation about the programme. The assistant project manager also established contacts at Finance Yorkshire, sharing information with them about the programme.

East Riding 4 Business website

The website has now gone live and is a replacement for 'Grant Finder'; it helps businesses to identify potential grants / support / loans etc and it will be used as a marketing tool allowing businesses who are searching for funding to be linked to information about the project/programme. A meeting has been taken place within East Riding of Yorkshire Council Business Services team to establish what the service as a whole needs from the website and the best possible way for it to operate and be user-friendly.

7.3 Site Assembly

The RGF Round 4 infrastructure grant to ABP for the Paull site is progressing well. A due diligence provider has been appointed and is working towards submitting a draft report to BIS by the end of October.

7.4 Inward Investment

The Chamber is in the early stages of developing a programme of activity to enhance GPH's visibility in international markets as part of the Inward Investment Strand. Participation by the Chamber in a trade mission organised by the Enterprise Europe Network to Esbjerg, Denmark in early September was the first activity undertaken by the Chamber to explore opportunities to "internationalise" GPH and strengthen collaboration with Denmark in the first instance. The mission included visiting Esbjerg between the 3rd and 5th September and Copenhagen on the 6th September, where meetings took place with the British Chamber of Commerce in Denmark and the trade team at the British Embassy Copenhagen. A separate report will be provided to the Board with further details and proposed next steps.



Appetite is still strong from Humber companies wanting to attend renewable energy exhibitions under the Humber Renewables Brand. The next event is Renewable UK in Birmingham, which is fully subscribed to with 12 companies. We will be hosting a promotional Humber Energy Estuary drinks reception on the stand.

We are handling an inward investment enquiry from an offshore wind turbine manufacturer. They have recently visited the area and are returning to talk business again this month.

7.5 Research and Development

Appointment of R&D Support and Fund Director

The contract has been signed with Lime Recruitment, an experienced specialist agency for the renewables sector. Lime have begun work on the initial material for advertisement and a list of companies and specific people to approach as part of the headhunting process.

7.6 Business Grants

Activity under this strand is currently limited, reflecting that there is money available through the RGF3 'Growing the Humber' grant scheme that needs to conclude all expenditure before December 2014. Once this fund has been fully utilised (anticipated soon), similar activity, where appropriate, will be diverted into this stream.

We are currently investigating the opportunities associated with bringing forward some capital grant funding ahead of the announcement by Siemens which is now likely to take place early in the new year. In addition, there are a couple of participants who have applied for R & D funding under RGF3 who potentially could be diverted to RGF2 and options are being considered to determine the most economically advantageous outcome for the participants.

7.7 General updates

Green Port Growth website

The assistant project manager has been working with inward investment to develop an online enquiry form, which will be linked via Evolutive to the website. This is expected to go live imminently. The forms will make it easier for businesses to make enquiries when the website is launched.

Agenda Item 8 - AOB

Format and information required for Strand/Programme updates.

Timings of future meetings, from Jan 2014 onwards - suggest monthly rather than 4 weekly, every 2nd Wednesday of the month.



Neil Berry
Programmes Coordinator
9th October 2013