

Minutes of RGF Green Port Growth Programme Board Meeting

5.00pm, Wednesday 9th September, 2015

Present: Tim Rix (TR), Bill Walker (BW), Alan Menzies (AM), Mark Jones (MJ), Simon Brett (SB), Scott Yates (SY), Katy Swaby (KS), David West (DW)

In attendance: Sarah Clark (SC), Kathryn Batty (KB) Minutes, Eleanor Carter (EC) DCLG, Fred Mead (FM) for agenda item 4, Gareth Alexander (GA) EDG and Geoff Groom (GG) Freedom Centre for agenda item 6

1.	Apologies	Action
1.1	Apologies were received from Paul Bell.	
2.	Minutes of the previous meeting and matters arising	
2.1	The minutes were agreed as a true and accurate record of the meeting.	
2.2	5 [August 15 meeting minutes] 'Other investments update' now added as a standing agenda item for future Board meetings. 6 [August 15 meeting minutes] Business Support strand were notified of the outcome of the three grant applications and also requested that any discrepancies in cost for the same activity in future grant applications be highlighted. 7 [August 15 meeting minutes] Report provided by HS, see agenda item 10. 11 [August 15 meeting minutes] Financial and output statement has been revised by the programme team, see agenda item 8. 12 [August 15 meeting minutes] Scott Yates elected as Deputy Chair.	
3.	Declarations of interest	
3.1	Agenda item 6 - SY declared that EDG are a recent client of Myton Law, but that he has no private or commercial interests in the proposal being presented.	
4.	Supply Chain Coordinator activity update	
4.1	FM provided an update on activity undertaken since starting in July, linking local suppliers with supply chain opportunities. Highlights included: - Discussion with Siemens regarding their procurement process to feed into the support provided to businesses through the Programme to help them improve their chances of winning more work through procurement	

	<p>opportunities</p> <ul style="list-style-type: none"> - Working with Head of Procurement at Siemens Wind Power to identify suitable wind turbine blade production equipment manufacturing companies and the Hull Project Sourcing Manager to understand the items of equipment that need to be sourced for the Hull factory - Facilitation of visits to Siemens for Hull fabricators and Timber Platform suppliers - Continued promotion of the use of the Green Port directory both to companies in the region to register and to potential buyers to identify suitable local suppliers - Assisting local companies with local opportunities as a result of the construction of the Waste to Energy Plant in Hull - Meeting Hull and ERYC inward investment teams, the Humber LEP and THMA to bring them up to date with the supply chain coordinator role and to combine and collaborate all efforts towards the goal of achieving more business for Hull and East Riding companies - Linking to developer and OEM opportunities in East Anglia and in Tyne Tees regions for direct supply, subcontract or collaboration to provide opportunities for Hull and East Riding companies. - Linking to HHCC re the Denmark visits. <p>The Board were happy with the progress being made.</p> <p>Action: SC to thank FM for the update and feedback to Dawn Hall.</p> <p>SB requested that a state aid compliant mechanism be explored to allow ABP to work with FM to help bring Paull forward. A discussion was held by the Board regarding the Paull site. AM advised that significant progress is being made on the flood defence works at Paull.</p>	SC
5.	Siemens and ABP investment – progress update	
5.1	<p>SB provided an update on progress at the Siemens development site. Planned completion date is now just less than a year away (1st September, 2016). Half of the berth is now done, on track to complete by 1st October. Programme in terms of the harbour works and piling is ahead of schedule. Work is currently being delivered on time and on budget.</p>	
6.	Hull & East Riding GetSET Programme	
6.1	<p>GA and GG gave a presentation on the Get Set Programme which is a partnership between 5 local companies and organisations (The Freedom Centre, Archomai, Probe Hull, Renewables Network and EDG) with the objective of ensuring the local community and workforce can benefit from the opportunities and jobs being provided by the Siemens Manufacturing facility in Hull.</p> <p>The Board asked for clarification from the presenters regarding the</p>	

	<p>complementarity of the programme to GPGP and other projects and initiatives currently being delivered in the areas. Though it was felt that elements of the Programme would add value to existing local provision, the Board agreed that the remit would need to cover the East Riding as well as Hull.</p> <p>Decision: The Board agreed that whilst the overall aim of the Programme was agreeable the project activity would need to cover Hull and the East Riding, organisations involved would need to demonstrate financial contribution to the aims and objectives of the project and maximisation of other funding needs to be demonstrated. In addition and in line with public sector procurement rules and regulations any additional GPGP funded project will be obliged to be procured via an open and competitive call.</p> <p>Action: SC to feedback to GA and GG on the outcome.</p> <p>Action: SC to pull together a draft tender spec, with input from ERYC, HCC and JC+, for engagement and training for individuals who are distanced/disengaged from employment, education and training and targeted at deprived communities across Hull & ER.</p>	<p>SC</p> <p>SC</p>
7.	Renewables LMI Sector Day – event feedback	
7.1	<p>SC highlighted key areas of the report and advised upon the positive feedback from the speakers and delegates and HEBPs request to submit proposals to fund more events of this nature.</p> <p>AM advised that he had received informal feedback on the success of the event.</p> <p>Decision: Approved</p> <p>Action: KB to notify HEBP of the positive feedback from the Board and approval to submit requests for further funds to support future activity that fall within the scope of the programme.</p>	<p>KB</p>
8.	Strand update and financial and output statement	
8.1	<p>The strand update report was received and noted. SC highlighted the developments with the Disadvantaged Pathways Project tender which is expected to be procured by the middle of October, developments with the one stop shop posts, the Siemens Career events and recommendation from Business Grants strand to utilise Business Grants allocation for site assembly proposals for offsite offices.</p> <p>Decision: Approved</p> <p>Action: SC to feedback to RL, approval to look at expanding the scope of the BG offer in line with the original intention of the BG strand.</p>	<p>SC</p>

8.2	<p>The revised financial and outputs statement, now Programme Performance Report, was received and noted. The Board were happy with the new format and the recommendation to move to quarterly performance reporting, to bring this in line with quarterly claim submissions.</p> <p>Action: KB to provide the quarterly Programme Performance Report following the next claim submission, and after each claim thereafter.</p>	KB
9	DCLG/BIS Update	
9.1	EC advised that there were no updates from DCLG/BIS.	
10	AOB	
10.1	<p><u>Participation in Renewable Energy Exhibitions/Conferences</u></p> <p>SC and MJ summarised the paper. A discussion was held by the board regarding the strength of the GPH brand and how this should now be reflected for future exhibitions.</p> <p>Decision: The Board approved the recommendations. GPH to be used as brand name (part of the Humber Energy Estuary to appear somewhere on the strap line).</p> <p>Action: SC to feedback to Helen Stinson.</p>	HS
10.2	<p>SC requested that the RDI strand update be added as an agenda item to the October 15 Board meeting.</p> <p>Action: SC to add RDI strand update as agenda item to October 15 Board minutes.</p>	SC
	Meeting closed at 6.50pm	
	Date and time of next meeting: 5pm, 14 th October 2015, Room 1, County Hall, Beverley.	