

**Minutes of RGF Green Port Growth Programme Board Meeting  
 5.00pm, Wednesday 8<sup>th</sup> November, 2017**

**Present:**

**Board Members:** Tim Rix (TR) Chair, Alan Menzies (AM), David Morriss (DM), Scott Yates (SY), David West (DW), Paul Bell (PB), Bill Walker (BW), Deborah Gray (DG)

**In attendance:** Nicola Comer (NC) DCLG, Sarah Clark (SC), Kathryn Batty (KB) minutes

*In attendance; Amar Ramudhin (AR) for item 5*

*Bob Ferraby (BF), Howard Spensley (HS), David Quinn (DQ) and Peter Norriss (PN) for item 6*

<b>1</b>	<b>Welcome, introductions and Apologies</b>	<b>Action</b>
1.1	Apologies were received from Katy Swaby (KS), Mark Jones (MJ) and Dave Richards (DR).	
1.2	Deborah Gray (DG) representing MJ, Bill Walker (BW) representing DR.	
<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.	
2.2	SC confirmed all actions from the previous meeting had been completed.	
<b>3</b>	<b>Declarations of interest</b>	
3.1	To be declared under each item of the agenda.	
	<b><i>NB - Agenda item 6 was brought forward before agenda item 4 and 5</i></b>	
<b>6</b>	<b>Skills bank proposal</b>	
	<i>NB – supplementary information relating to the Skills Bank proposal was circulated to the Board in advance of the meeting.</i>	
6.1	By means of providing more detailed information in relation to the Skills Bank proposal brought forward by BF earlier in the year, BF introduced the team from PWC who provided a presentation on the concept of the Skills Bank and an overview of the Skills Bank model. The presentation included a proposal to create a Humber Skills bank which would be based on the Sheffield Skills Bank model.	
6.2	<u>Decision:</u> The Board agreed that in principle a Skills Bank for the Humber would be favourable however they would need more information before making a decision, to include; additional information demonstrating the success of the Sheffield Skills Bank, information about the operational expenditure, and additional information that would demonstrate how the Skills Bank would work in practice.	
6.3	The Board also confirmed that the Programme would need to tender for the	

	work.	
	<b><i>NB - Agenda item 5 was brought forward before agenda item 4</i></b>	
<b>5</b>	<b>Green Port Impact Assessment Study launch</b>	
5.1	<p>AR provided an overview of the plans made to date in relation to the GIA study launch, which is due to take place on 4<sup>th</sup> December 2017, to coincide with the first anniversary of the Siemens Gamesa blade factory opening ceremony.</p> <p>AR was liaising with Helen Stinson from HCC and Alison Maxwell from Siemens Gamesa to establish the invitee list. The Board requested sight of the list.</p> <p><u>Action:</u> AR to send the list of invitees for onward distribution to the Board, via SC, for their comments and approval.</p>	AR
<b>7</b>	<b>Green Port Growth Programme expenditure and commitments update – Programme Performance Update</b>	
7.1	SC provided highlights from the Programme Performance Update (PPU) report, which shows that the Programme has now overachieved on job outputs and is making good progress against expenditure profiles.	
7.2	The Board noted the report.	
<b>8</b>	<b>Green Port Growth Programme legacy</b>	
8.1	SC advised that the paper circulated provided a summary of the Green Port Growth Programme Legacy meeting held on 18 <sup>th</sup> September, 2017. The Board noted the summary of the meeting.	
8.2	Plans for the legacy of the Programme will continue to be included in discussions at a strategic level.	
<b>9</b>	<b>Strand update report; highlights and recommendations</b>	
9.1	The Board noted the report.	
<b>10</b>	<b>DCLG/BEIS Update</b>	
10.1	NC stated that she is happy with the performance of the Programme.	
<b>11</b>	<b>AOB</b>	
11.1	SC reminded Board members of the change of time and venue for the next Board meeting.	
	Meeting closed at 6.15pm	
	<b>Date and time of next meeting: 4.30pm, Wednesday 13 December, 2017, The Ron Dearing UTC, Kingston Square, Hull.</b>	