

**Minutes of RGF Green Port Growth Programme Board Meeting
 5.00pm, Wednesday 12th September, 2018**

Present:

Board Members: Alan Menzies (AM), Deborah Gray (DG), Tim Rix (TR), David Morris (DM), Scott Yates (SY), David West (DW), Katy Swaby (KS), Paul Bell (PB)

In attendance: Kathryn Barmby (KB), Nicola Comer (NC), Carol Verdun (CV) minutes

In attendance for agenda item 5: Glenn Jenson (GJ)

1	Welcome, introductions and Apologies	Action
1.1	Apologies received from Dave Richards and Mark Jones. DG representing MJ.	
2	Minutes of the previous meeting 13th June 2018 and matters arising	
2.1	The minutes were agreed as a true and accurate record of the meeting.	
2.2	TR confirmed that KB has now been appointed as Sarah Clark's replacement as Programme Manager.	
3	Declarations of interest	
3.1	To be declared under each item of the agenda.	
4	Investment update/opportunities for support	
4.1	DG reported that the Humber LEP has been invited to host the Northern Powerhouse Energy Conference in Hull on behalf of the NP11, and is seeking funding from GPGP to support the overall costs of the exhibition. The Board agreed in principle, subject to a detailed paper being provided at a future Board meeting. Action: DG to prepare paper for a future Board meeting.	DG
5	Showcase of Green Port successes – The Ron Dearing UTC	
5.1	GJ provided a presentation on current progress to date at the Ron Dearing UTC Virtual Reality Suite since funding was provided from the GPGP. GJ reported that the VR Suite has generated a great deal of interest with businesses in the area, particularly large businesses, with business engagement activity now focussing more on targeting small businesses in the area. The Ron Dearing UTC are hosting a digital expo next week where they will have a number of SMEs from the digital sector within C4Di showcasing on the VR suite. The project is working hard to ensure companies using the VR suite can pass on benefits to their supply chains. GJ explained that the closest facility to this project is in London so it's fantastic to have it on our doorstep and therefore the Ron Dearing UTC are trying to	

	<p>engage as many businesses as they can ensure the benefits of their service are as far reaching as possible.</p> <p>GJ explained that they are already working with the University of Hull. NC suggested that they link up with the Virtual Reality Facility at the University of Sheffield.</p> <p>DW queried if it could be used for flooding planning. GJ confirmed this is possible.</p> <p>PB asked about support and engagement for companies in the East Riding. GJ stated any support available to engage SMEs further would be appreciated.</p> <p>Action: PB to facilitate contact with SMEs.</p> <p>The Board thanked GJ for the update.</p>	PB
6	Working with Siemens (video)	
6.1	The video was noted by the Board.	
7	Renewables exhibition feedback	
7.1	The Board noted the report. KB explained that feedback is still being gathered and will work with Helen Stinson to ensure all businesses have the opportunity to feedback.	KB/HS
8	Future branding	
8.1	A discussion was held regarding the strength of the brand and the impact that future funding may have on the brand. It was agreed to keep the current brand until such time that a further discussion is required.	
9	GPGP Funds options appraisal	
9.1	<p>KB presented the paper which proposed a number of options to the Board as to the timescales around the expenditure of the RGF grant and associated interest. The proposal highlighted strong performance across the Programme, and provided a risk analysis on the remaining committed spend.</p> <p>NC advised that whilst a request to extend had been rejected previously there was a stronger case now as the Programme can now clearly show remaining projects and timescales for delivery.</p> <p><u>Decision:</u> The Board agreed to support the recommendation to extend the end date of the Programme by one year to March 2020, subject to approval from BEIS and MHCLG.</p> <p>Action: KB to work with NC to progress the extension request.</p> <p>NC advised that the proposal will go to the Finance and Investment sub-committee, these are held every two weeks so a decision would be known quickly.</p>	KB

10	Strand update	
10.1	KB provided highlights from the report, including an update from the RDI strand detailing minor changes in items being procured for the AIC, and a business support grant application.	
10.2	A grant application has been received for Prodar Surveys Ltd. They are a growing business who had previously received a GPGP grant for surveying equipment, and are now looking for financial assistance for the purchase of additional surveying equipment and specialist training with a view to reducing the reliance on sub-contractors and strengthening their operational capabilities. A grant amount of £6,630 is requested, against a total cost of £13,260. <u>Decision:</u> Approved	
11	Programme performance update	
11.1	The Board noted the report.	
11.2	AM highlighted the strong performance reflected in the figures shown on the report and requested that updated figures be used in the Programme extension request.	
12	MHCLG/BEIS update	
12.1	No further updates.	
13	Any other business	
13.1	None	
Meeting closed at 5.45pm		
<p>Date and time of next meeting: 5pm, Wednesday 12 December, Room 1, County Hall Beverley <i>*to be confirmed pending agenda items coming forward *</i></p>		