

Minutes of Greenport Growth Programme Board

24 February 2012

Present: Alan Menzies (AM), Mark Jones (MJo), Tim Rix (TR), Bill Walker (BW), Matt Jukes (MJu)

In attendance: Claire Watts (CW).

		Action
1.	<u>Welcome and introductions</u>	
1.1	The new Programme Board were welcomed and introductions made	
1.2	<p>CW gave an update on progress made since the Board papers had been distributed</p> <ol style="list-style-type: none"> 1. Due diligence had been passed 2. a draft final offer letter had been received 3. the delivery timetable had been extended to 2018 <p>MJo stressed the importance of the whole Programme being demand led BW recognised the significance of passing due diligence and offered congratulations to the team involved</p>	
2.	<u>Project Overview</u>	
2.1	CW ran through the details of the six strands of the Programme and Programme Governance arrangements	
2.2	<p>The importance of European Regional Development Funding (ERDF) as a complementary funding stream was highlighted as programme delivery, particularly for the site assembly, business support and grants for business strands, is dependent on securing ERDF. Applications are in progress for all relevant programme activity, and although some of the site assembly schemes are already approved, the speed of progress through the current application process for the remaining schemes is very slow. The managing authority for ERDF is the Department for Communities and Local Government (DCLG). AM, MJo and CW are due to meet with Lesley Calder (Director of the Y&H ERDF Programme for DCLG) on 19 March 2012 to highlight current issues and try to speed up progress.</p>	AM, MJo, CW
2.3	<p>Saltend/ Paull infrastructure/ port link road</p> <ol style="list-style-type: none"> 1. Hull CC have submitted a budget windfall application 2. BIS are supportive of a Round 3 RGF bid for the link road. RGF has just opened the next round of RGF with a June deadline for submission. 	MJo MJu, AM, CW
2.4	AM highlighted the importance of maximising State Aid allowances and intervention rates for inward investors. MJo pointed out that the Programme supported both Capital Expenditure (CapEx) through the grants for business strand, and Operational Expenditure (OpEx) through the skills and business support strands.	
2.5	TR expressed concern that there may be a lack of land availability. MJo/AM offered reassurance that there was sufficient land availability to the south of Hedon Rd for Tier 1 suppliers requiring large sites close to Siemens, smaller Tier 2 suppliers requiring proximity to Siemens could be situated north of Hedon Rd, and other suppliers would not need such close proximity and could	MJo/ Helen Stinson (Inward Investment)

2.6	<p>be situated along the A63/M62 corridor including the Brough EZ site. The Masterplanning approach will be critical, this is currently underway with Siemens offering a clear steer.</p> <p>MJu felt that traffic flow along the A63 could be a bigger strategic issue. MJo assured the Board that work is already underway to address this. Travel to work (TTW) trips will be the larger issue as the Masterplan will ensure that large freight movement will be on port land and not the highway. The Masterplan will be developed on the basis that all sites will be full, then mitigation for TTW trips will be developed.</p>	strand lead) MJo
3.	BIS RGF Conditional Offer letter	
3.1	The conditional offer has now been superseded by the final draft offer letter (circulated)	
3.2	AM is authorised to sign the final offer letter once the hard copy is received through the East Riding of Yorkshire Council scheme of delegation	AM
4.	Terms of Reference	
4.1	The terms of reference for the Board were agreed.	
4.2	Engagement with elected members will be determined by each local authority rep	AM/MJo
4.3	It was agreed that TR will act as Chair of the Board in his capacity as North Bank Partnership representative	TR
4.4	Conflicts of interest will be declared at the start of each meeting as a standing item	all
5.	Project appraisal criteria	
5.1	MJo expressed concern that the draft appraisal criteria were too closely based on ERDF criteria and therefore did not assess how well the different strands of activity were based on real opportunity and demand and the reality of business need. It was agreed that an additional appraisal criteria would be added to assess these elements. The revised criteria would be circulated to all Board members by email and would be assumed to be accepted unless any further issues were raised by return email. The six delivery strands will be appraised prior to the next Board meeting when (subject to satisfactory appraisal) the Board will be asked to formally approve each of the strands.	CW
5.2	The Board recognised the important role that it can play in being directional to ensure that local people, businesses, schools etc step up to meet the new opportunities.	all
6.	Date and time of next meetings	
6.1	<p>16.30 Wed 21 March 2012, County Hall, Beverley</p> <p>It was noted that the quorum for the Board only allows for one apology, Board members were therefore asked to confirm availability for all proposed meeting dates as soon as possible,</p>	all