

Minutes of Greenport Growth Programme Board

17.00, 24th October 2012

Present: Tim Rix (TR), Alan Menzies (AM), Mark Jones (MJo), Michelle Watson (MW), Matt Jukes (MJu)

In attendance: Claire Watts (CW), Paul Bell (PB) Doug Kendall (DEK)

		Action
1.	<u>Apologies</u>	
1.1	Apologies had been received from Bill Walker (BW)	
2.	Minutes of last meeting	
2.1	The minutes were approved as a correct record.	
3.	Matters arising from the minutes	
3.1	MJo & MJu gave an update on the current position with Siemens	
4.	RGF Round 3	
4.1	<p>It was reported that the round 3 bid for RGF for the Paull site had not been successful on this occasion but BIS had left the door open for a possible future application at a later date.</p> <p>The Board requested that a detailed report and business plan be drafted and brought to the next board meeting outlining the funding required by the Site Assembly strand of the current programme to continue investigations, planning, and other operations to keep the development of the site moving forward.</p>	DK/ Steve Silvester
5	Programme Update	
5.1	<p>Research and Development business plan</p> <p>The Board approved the R&D business plan subject to the following conditions:</p> <ol style="list-style-type: none"> 1. That the University is able to recruit a suitable candidate to the expert post on the salary proposed without compromising on the post specification. If this is not possible the University should return to the Board requesting an amendment to the project budget from within allocated resources to increase the salary to the necessary market rate; 2. that more clarity should be given to the full range of R,D & I activities that can be supported through the Knowledge Fund to ensure that, for example, the opportunities to capitalise on expertise within the Logistics Institute is not missed. 3. The University having access to the Business Support Strand activity in order to deploy both their specialist and wider expertise to improving productivity, 	Guy Hembury / BW
5.2	<p>Claim /expenditure report No1</p> <p>A copy of the first return to DCLG and BIS was circulated to the board</p>	

	members for information, the apprentices strand had exceeded its target for the second quarter and a post code map of the companies and the apprentices locations was also circulated and showed a good spread of the area.	
6	Revised Report on Exhibitions and Inward Investment.	
6.1	The report outlined the international exhibitions and events that it had been suggested the Inward Investment strand would support, after some discussion the board agreed that all the UK events as agreed at the last board could go ahead however attendance at the international events was not approved.	
7	Verbal report on Skills up skilling.	
7.1	A verbal report on the possibility of training providers using RGF training funds to upgrade their own staffs' qualifications was discussed and was deferred for further information to be brought to the next board meeting.	DK/ Bob Ferraby
8	<u>AOB</u>	
	There were no items of other business	
9	<u>Date and time of next meeting</u> 17.00 Thursday 22 November 2012	