

Minutes of Greenport Growth Programme Board
17.00, 20th February 2013

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

In attendance: Doug Kendall (DK) Claire Watts (CW)

1.	Apologies	Action
1.1	Paul Bell (PB)	
2.	Minutes of last meeting	
2.1	The minutes were agreed as a true and correct record of the meeting.	
3.	Matters arising from the minutes	
3.1	It was noted that ABP and ERYC are proceeding with the RGF4 bid.	
4.	Finance Report	
4.1	An estimation of the year-end financial position showing the strands' year one profiles was presented; this was accepted by the Board.	
5	Business Support Feedback	
5.1	<p>The report was received; there was some concern that from the findings it was clear a lot of the companies had not moved on from their position of 3 years ago when a previous study had been carried out.</p> <p>A lack of knowledge of the renewables industry was also noticeable from the report's findings.</p> <p>The board noted that there had been attempts by some of the companies carrying out the audits to sell their own products. It was noted that the revised specification for the framework for the remaining audits and subsequent support should prevent that happening in future.</p> <p>The Board would like some evidence of what the companies who had been audited thought and what benefits they had gained from the procedure.</p> <p>It was agreed that the Business Support strand manager would come to the April meeting to report on companies' experience of the audits and how far it had moved them towards becoming a part of the supply chain.</p>	Dawn Hall
6.	Conferences and exhibitions feedback	
6.1	<p>Feedback from the companies attending the Glasgow exhibition was lacking, with the two companies who had been sponsored not responding to the request for feedback. The board want the companies to be directly contacted and written feedback received from them.</p> <p>The need for visiting the exhibitions was discussed and there is to be a reappraisal after the three agreed exhibitions have all taken place. Stands are booked for All Energy Aberdeen, and Renewables UK in Manchester in May and June respectively.</p>	DK
7.0	Working Across the Humber Group	
7.1	A verbal report on the second meeting with all the North and South bank Authorities operating RGF2 and 3 programmes was given and reservations were expressed from board members regarding the use of cross area information.	

	<p>The launch of the 'Growing the Humber' programme, led by North East Lincolnshire had been well attended. Board members felt that inviting a large number of businesses who were likely to be disappointed later in the grant process was not a sensible strategy, and the soft launch approach adopted by Green Port Growth should continue.</p> <p>It was agreed that it was important to get the website up to date with the strand information sheets available and for the site to be kept up to date. The Service Level Agreement for Inward Investment had not yet been agreed by Hull CC, which was hampering the ability to progress this. MJo agreed to chase this up.</p>	MJo
7.2	<p>The implementation of any form of joint enquiry database has to be very carefully assessed and agreement from all parties must be obtained before any system is to be installed.</p> <p>Several of the authorities are going to look at the system in operation in Accrington which has several members feeding into the database. The Board asked for a report back on the feasibility of the system and how it worked in practice before any agreement to proceed would be made.</p>	DK
8	Verbal report on Strand Progress.	
8.1	<p><u>Update report on strands not part of the main agenda.</u></p> <p>Skills We have exceeded our target for the year of 75 apprentices with 90 apprentices in place with 70 companies.</p> <p>Business Grants Several companies are interested but are not taking any further action until the decision from Siemens has been made.</p> <p>Research & Development. The marketing of the proposed engineers post can be carried out now the job specification has been written. This will enable the university to fix a salary for the post.</p> <p>Site Assembly The need to keep the Paull site moving is the main aim of the strand at the moment.</p>	
8	<u>AOB</u>	
	There were no items of other business.	
9	<u>Date and time of next meeting</u> 17.00 Wednesday 20 th March 2013	