



LLEP Innovation Board

Minutes of the meeting

8 December 2021

Attendance and Apologies:

Chair Dr Nik Kotecha OBE (NK)

Dr Anthony Baxendale (AB), Alison Cavey (AC), Sonia Baigent (SB), Sharif Chowdhury (SC) Jane Garnett (JG), Stuart Hetherington (SH), Charlotte Horobin (CH), Anil Majithia (AM) Ben Ravilious (BR), Andy Reed (AR), Sajjad Khan (SK), Ben Ravilious (BR) Julian Bowrey (JB), Helen Donnellan (HD), Stephen Grubb (SG) Anjuu Trevedi (AT), Sue Tilley (ST), Sandra Wiggins (SW)

Apologies: Dr Jen Fensome (JF), Dr Ian Forristal (IF) Rachel Tidmarsh (RT) Paul Wright (PW)

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1. Welcome, Introductions and Apologies	
1.1 NK welcomed those present to the meeting.	
1.2 NK expressed thanks and well wishes to Gary Dimmock for his service to the Innovation Steering Group. Alison Cavey and Jane Garnett were introduced to the Innovation Board who will backfill Gary Dimmock's role to focus on leading the deliverables including the Innovation Festival 2022.	
1.3 Apologies were noted from JF, RT, IF and PW.	
2. Declarations of Interest	
2.1 BR declared that funding has been received from the LLEP for a start-up weekend and business accelerator programme.	
2.2 SW informed the Board of discussions ongoing with the LLEP surrounding funding support for SMEs.	
3. Minutes and Actions of previous meeting	
3.1 NK highlighted a change to item 6.6 where the company name should be corrected to reflect that the LLEP have been working on the Zellar programme.	
3.2 All other actions were completed or will be covered in the agenda items.	
4. Innovation Dashboard	
4.1 AC provided an update that JF has further refined the Innovation Dashboard to ensure the data is relevant and purposeful.	
4.2 The key actions since the last meeting includes the recruitment of a student from Loughborough University to ensure the Dashboard is user friendly and can be accessed frequently by users.	
4.3 A mock-up will be circulated for comment from the Innovation Board in the new year, allowing the student to advance further.	AC

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4.4	AT informed the Board that the Smart Cities group expressed interest in the works carried out by JF and intend to collaborate on providing input into the data.	
4.5	NK and BR highlighted the importance of the metrics being actionable and measurable for the Innovation Steering group to have measurable impacts in the future years.	
5.	Low Carbon	
5.1	ST provided background on the new Low Carbon Board, which has been approved by the LLEP Board and informed that the LLEP await an announcement from the government regarding the Levelling Up white paper before progressing with the Board's inauguration.	
5.2	It was noted that the Low Carbon will be championed by two LLEP Board Directors, Neil McGhee and Chas Bishop, a vacant third LLEP Director remains.	
5.3	ST highlighted the importance of the Low Carbon activities which ties in with several LLEP Boards and is a huge part of the Economic Growth Strategy to be discussed in item 6.	
5.4	SG highlighted that further engagement is likely to be needed to assist customers with the tendering process.	
6.	LLEP Economic Growth Strategy 2021-2030	
6.1	ST presented the LLEP Economic Growth Strategy to the Innovation Board providing background on how the strategy was developed and the impacts of the COVID-19 on Leicester and Leicestershire's economy.	
6.2	ST provided background on the four pillars including Productive, Innovative, Inclusive and Sustainable with Productive and Innovation being a key focus for the Innovation Board to address.	
6.3	The progress was updated to the Innovation Board, where key milestones included utilising the data and literature to complete a review working with 14 stakeholder consultation workshops with 120 consultees with the evidence published onto the LLEP website.	

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6.4	The final strategy was presented to the LLEP Board on the 21st of September 2021, with a few minor changes and the strategy launch date on the 14th of December 2021.	
6.5	ST reiterated that the Productive and Innovation pillars will fall under the remit of the Innovation Board and will influence actions going forward.	
6.6	HD noted the Productive pillar in relation to skills and the accountability of stakeholders in the event LLEP roles change in the new year to ensure the Economic Growth Strategy deliverables are taken forward as the interests are shared across Universities, private businesses and local authorities.	
7.	Innovation Board Strategy Away Day 2022	
7.1	AC provided background that the Innovation Steering group have been looking at the strategic plan beyond the existing short-term deliverables and the terms of references going forward.	
7.2	AC explained the Strategy Away Day is being proposed in the coming months and is of appropriate timing, considering the Economic Growth Strategy will be launched imminently and the Net Zero Carbon Board plans in 2022.	
7.3	It was noted the key priorities and focusses for the steering group will be discussed at the Away Day, which will be either a morning or an afternoon, face to face meeting and externally facilitated to ensure tangible outputs for the future.	
7.4	NK asked members to be prepared with 2-3 points to contribute to the discussions.	
7.5	The Board agreed with the proposal and are content for ST and AC to proceed with the suggestion to hold a Innovation Board Strategy Away Day 2022 in either February or early March.	AC/ST
8.	Innovation Week 2022	
8.1	JB updated on paper C regarding the fourth Innovation Week commencing on the 14th of February till the 25 th .	

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8.2	It was informed a half-day conference will kickstart the Innovation Week on the 14th of February, a face to face hybrid event, which will be followed by events organised by various partners.	
8.3	JB proposed that the Innovation Week is adjust to an Innovation Fortnight to be more spread out across two weeks allowing for greater involvement from partners.	
8.4	The Board agreed to rename the Innovation Week 2022 to the Innovation Festival 2022 and the duration from a week to fortnight.	
9.	Innovation Checklist	
9.1	AC updated that a renewed approach is required for the Innovation Checklist as no responses were received.	
9.2	Discussions included ideas on how the purpose of the Innovation Checklist, the aims, objectives and content.	
9.3	AT suggested having different types of innovation categorised with real case examples for users to mark against whether they have incorporated the Innovation techniques.	
9.4	AT encouraged having a digitalised version which could be used by all users on the LLEP website.	
9.5	NK welcomed further discussion of the Innovation Checklist during the Away Day in February. The Board agreed for the Innovation Checklist to feature on the Away Day programme.	
10.	Growth Hub update	
10.1	ST referred to Paper D and summarised some of the key Growth Hub activities including the Business Support Provider Network meeting attractive 60 attendees, Zellar pilot year programme and the Peer Networks project onboarding 176 businesses from the target of 186 and delivering three out of the seven webinars.	
10.2	It was updated that ongoing business support activities include the APPEX (Advanced Manufacturing Product and Process Excellence) programme, Textiles programme workshop attractive thirty SMEs.	

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10.3	ST expressed appreciation to SK for the works to deliver this vital programme for Leicestershire bringing in brands including Boohoo and Marks and Spencer's.	
10.4	Future planned programmes include women in leadership, scale-ups, photography, sustainability in fashion in conjunction with De Montfort University and intentions to expand further on the Peer Networks programme.	
11.	Made Smarter	
11.1	ST updated on the Made Smarter initiative by the East Midlands Cluster to support digitalisation of businesses to deliver the programme for the region.	
11.2	The group have been invited by BEIS to present a case for investment, the proposition will address the involvement in sectors including Transport Equipment, Textiles, Food & Drink Processing, Life Sciences/Bio-med, Metals, rubber and plastics.	
11.3	The East Midlands manufacturing is leading the way across the spectrum of the Net Zero agenda with the low carbon good and services sector and energy sectors represent a real opportunity to maintain and transform the wider manufacturing base.	
11.4	It was updated that there are intentions for three businesses to pitch to BEIS on the purpose for digitalisation and why the initiative should come to the East Midlands.	
11.5	CH updated that the programme is seen as an attractive tool towards manufacturing with the East Midlands playing a key role to level up the midlands.	
11.6	ST updated that a bid is expected imminently, and developments have been made to lobby for the initiative. Further developments will be shared at the next Innovation Board.	
12.	<u>Any other business</u>	
12.1	NK updated that the Innovation Awards winner would be invited to join the Innovation Board after the February 2022 Awards.	

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12.2	NK also updated that the suggestion of a young Innovation member will be discussed further the away day.	
12.3	The Board expressed thanks to Anjuu Trevedi for the contributions to Innovation within the region and shared well wishes for the future.	
12.4	ST announced the collaborations between skills and Innovation soon and a lead will be required.	