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## **LLEP Innovation Board**

### **Minutes of the meeting**

**8 June 2022**

#### **Attendance and Apologies:**

**Chair Dr Nik Kotecha OBE (NK)**

**Members: Dr Anthony Baxendale (AB), Julian Bowrey (JB), Helen Donnellan (HD), Stephen Grubb (SG), Rachel Granger (RG), Dennis Hayter (DH), Stuart Hetherington (SH), Charlotte Horobin (CH), Anil Majithia (AM) Ben Ravilious (BR), Andy Reed (AR), Rachel Tidmarsh (RT), Sajjad Khan (SK), William Wells (WW), Sandra Wiggins (SW)**

**In attendance: Alison Cavey (AC), Sharif Chowdhury (SC), Jane Garnett (JG), George Olliver (GO), Sue Tilley (ST) Martin Coats (MC) Maria Peggs (MP)**

**Apologies: Alison Cavey (AC), Helen Donnellan (HD), Jen Fensome (JF), Arash Ghadar (AG), Charlotte Horobin (HB), Anil Majithia (AM),**

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<b>1.</b>	<b>Welcome, Introductions and Apologies</b>	
1.1	NK welcomed those present to the meeting.	
1.2	Apologies were noted from AC, HD, JF, AG, CH and AM.	
<b>2.</b>	<b>Declarations of Interest</b>	
2.1	There were Declarations of Interest.	
<b>3.</b>	<b>Minutes and Actions of previous meeting</b>	
3.1	Action Point 5.8 regarding Invention versus Innovation is covered as part of Item 5 and	
3.2	Action Point 6.9 on the Mentor Machine Engine will be discussed in Item 7. All other actions were completed.	
3.3	NK clarified that Action Point 11.1 regarding the face-to-face board meeting will now be on the 7 <sup>th</sup> of September at Holovis.	
<b>4.</b>	<b>LLEP Update</b>	
4.1	NK informed the Innovation Board that Andy Reed is now the interim chair for the LLEP.	
4.2	AR provided an update on the LLEP highlighting key areas of focus internally for the LLEP including interpreting the Levelling Up White Paper, the future of LLEP's and County Deals.	
4.3	AR informed the Innovation Board that Sue Tilley is the Head of the LLEP for the foreseeable future.	
4.4	AR informed the Innovation Board that the LLEP is actively recruiting for the LLEP Chair and potentially three new Board members positions which will shortly be advertised.	
4.5	The Innovation Board expressed congratulations to Sue Tilley for stepping up as the Head of the LLEP.	
<b>5.</b>	<b>Innovation Away Day Update – Actions ensuing</b>	

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5.1	MC provided background on the Innovation Away day on the 29 <sup>th</sup> of March 2022. where ideas were discussed and amalgamated to understand, develop, and deliver a plan for the top 5 objectives of the Innovation Pillar by 2030.	
5.2	MC referred to the LLEP Economic Growth Strategy launched in December 2021 and the four pillars including Productive, Innovative, Inclusive and Sustainable.	
5.3	The Innovation Board focussed on ensuring the correct language, communication, advocates for the LLEP, using exemplars in high-tech, digitisation, net zero and a culture of continuous improvement and case studies to get across the message.	
5.4	MC informed the Away Day focussed on figuring out best ways the LEP could promote the long-term benefits of 'Investing in Innovation'.	
5.5	The Board discussed how to collaborate better with universities, SMEs, improved engagement with Festivals and Awards, Business Support Programmes and promoting Innovation Assets and improved culture.	
5.6	The Innovation Board has tasked the Steering Group to create an Implementation Plan to scope what the key actions will be, the resources and commitments required and how they will be delivered according to timeframes including short and long-term objectives.	<b>Steering Group</b>
5.7	AB praised the positive works of the Must-Win Battle Report provided in the agenda pack which provides lessons learnt and should be embedded into the forward plan.	<b>MC</b>
5.8	GO noted the importance of influencing Leicestershire Live who will be running the Innovation Awards to ensure the Innovation Board's objectives are being achieved and aligned to the Innovation Festival.	
5.9	<b>Action Point</b> – A meeting between the NK, GO and Leicestershire Live to inform the Innovation Board's priorities.	<b>GO</b>
5.10	WW highlighted the importance of acknowledging the need to encourage new business into the region and that interacts with Inward Investment within the action plan.	<b>MC</b>

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5.11	The Innovation Board members noted comments on the importance of tailoring language to the target audience and adapt to the different groupings and avoiding using acronyms.	
5.12	BR highlighted that communication would be improved by operating as a switchboard coordinating with the relevant partners and rather than emailing mass newsletters.	
5.13	JB highlighted that utilising existing networks rather than creating new ones would improve advocacy within the region.	
5.14	BR highlighted the importance of exemplars to be mentoring businesses rather than showcasing their strengths to provide tailored advice and better discussions.	
5.15	A discussion was held on the relationship between business and the universities in collaboration and pushing suggestions to help encourage businesses to find research projects and vice versa.	
<b>6.</b>	<b>Innovation Steering Group membership (Task and Finish) Proposal</b>	
6.1	Martin Coats and Maria Peggs left the meeting whilst the Innovation Board discussed the Innovation Steering Group membership.	
6.2	ST referred to the Supplementary Papers regarding the biographies of Maria Peggs, Martin Coats and Dr Christopher Owen and asked the Board to approve the inclusion of the onto the steering group.	
6.3	ST informed the Innovation Board that Maria Peggs', owner of Vispera, is interested in the Innovation Steering group. ST noted Maria's involvements with the LLEP and Growth Hub.	
6.4	ST highlighted Dr Christopher Owen contribution to the East Midland's Made Smarter bid and has key interests in business and engineering.	
6.5	ST noted Martin Coats' works on the Innovation projects and is already embedded into the initiatives the steering group is focussed on.	
6.6	ST reiterated that the individuals are very well-known business support professionals who are committed to the delivery of innovation and productive growth for the SME community in Leicester and Leicestershire and have been involved in business support programmes such as Peer Networks and dedicated business support programmes.	

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6.7	The Innovation Board AGREED to approve for Maria Peggs, Christopher Owen and Martin Coats onto the Innovation Steering Group.	
<b>7.</b>	<b>Developing the Innovation Offer</b>	
7.1	ST provided background on Developing the Innovation Offer through mentoring.	
7.2	ST informed the Board that Stuart Hetherington of Holovis' has offered to provide dedicated mentoring support for SME businesses involved in growing their deep tech businesses.	
7.3	ST highlighted the importance for the Innovation Steering Group to embed the Innovation Offers into the LLEP overall offer with Rachel York leading on the overall programme delivery.	<b>RY</b>
7.4	ST noted Rachel Tidmarsh's concern at the lack of engagement within the districts and asked how the engagement can best be made at a local level with a view to setting up a district innovation network.	<b>RT</b>
7.5	ST informed that Ben Ravilious has volunteered the use of his Mentor database free of charge for businesses to access via the LLEP Growth Hub.	
7.6	BR clarified that the intention of the database is to provide a platform for any organisation to engage with mentorship and will be used as a match-making tool.	
7.7	NK noted thanks to Stuart Hetherington, Rachel Tidmarsh and Ben Ravilious for their efforts and contribution to the Innovation Offer.	
<b>8.</b>	<b><u>Any other business</u></b>	
8.1	JB highlighted key meetings including a UKRI meeting hosted by the CEO which celebrates one-year of the R&D strategy on the 14 <sup>th</sup> of July.	