Greater Lincolnshire LEP Defence & Security Advisory Board

Tuesday 10th May 2022 – 3-5pm

Venue: *Lancaster Room, Offrs' Mess, RAF Waddington, Lincolnshire, LN5 9NB* and via MS Teams

Minutes

Present: Board Directors:
Julian Free (UoL) – Chair, Alison Ballard (BAE Systems) – Vice Chair, Tony Burnell (Metis Aerospace Ltd),
Cllr Richard Davies (LCC), Nicholas 'Flash' Gordon (Tepidoil), Kelvin Truss (Independent), Harry Leyland
(Leonardo), Dominic Smith (Eagle Eye Innovations), Mark Lorriman-Hughes (RAF Waddington), Tom
Marsden (Lincoln College), Andrew 'Chas' Dickens (RAF Cranwell), Chris Jones (Meta Mission Data),
Karen Seal (LCC), Charlotte Kirton (UoL).

Apologies: Caroline Illingworth (GLLEP), Kevin Longman (Northrop Grumman Corporation), Kelvin
Truss (Independent), Richard Edwards (EW Solutions Ltd).

LEP Officers: Ruth Carver, James Baty, Amy O'Sullivan (Note Taker).

Welcome and Introductions

Julian welcomed all attendees, starting by sharing apologies and notifying Board members that Chris
Jones and Richard Edwards have recently been appointed to the Board. Group Captain Mark Lorriman-
Hughes welcomed Board members and guests to RAF Waddington

Greater Lincolnshire Defence & Security Network Inaugural Dinner – Feedback

Positive feedback received from those who attended the dinner, complimenting the venue location,
speakers and the beneficial networking opportunities which the dinner offered. Positive conversations
have taken place during and after the dinner with Jas Shanker and Jim Pennycook from DASA who both
support what we are trying to achieve.

Board member Chris Jones gave feedback on the RDSC update to the Leonardo/EWS local defence
industry networking event on 5th May, focusing on the 3 key points of a September launch, a
membership organisation structure, and currently gathering interest from local industry. This was well
received, with lots of support for formalising the GL Defence and Security Network.

45 people in attendance to the second event in their programme. Chris was able to signpost those
interested in the network to Jas Shanker who was in attendance to discuss the benefits of joining the
network. Follow up questions were regarding sustaining the network beyond the ideas of innovation
and how we put those ideas into production. All attendees were in support of the network and there
was a clear understanding of the purpose and benefits of the network.

Defence and Security Network and Regional Defence & Security Cluster update
Led by Julian Free, presenting the below focus regarding the launch and creation of the Lincolnshire
Regional Defence & Security Cluster (RDSC) in partnership with DASA.

RDSC Requirements
- o Clear support must be shown from local industry for the network, however more
  contacts need to be given from Board members in order for further promotion and
  evidencing support and attendance for events
- o Governance structure must be finalised
- o Operating budget and plan to be submitted to the GL LEP

RDSC Governance   *Update delivered by Alison Ballard*
- o Purpose and benefits for partners must be more explicit. New wording suggested.
*Our aim is to bring more defence and security investment into the region. There are benefits of this aggregation to
all. For SMEs, looking for a route to market, they have local access to prime defence contractors. They in turn get
visibility of new and emerging technology they may wish to acquire. UKG and its executive agencies can set
challenges or funding rounds targeted at this part of the sector.*
- o Feedback received from Board members.
- o Need the ability to commercialise solutions to defence and security challenges.

- MOD do not necessarily want to have large numbers of SMEs on their books hence the clustering to try and get the RDSCs to be DASA forward to link the SME innovators into larger defence contractors.
- Highlighting opportunities for innovation funding and signposting to DASA and other research and development funding organisations.
- Sub-set of funding available for the Defence sector may be available through the GL LEP for the network.
- KPI to measure inward investment for the defence sector may prove difficult therefore wording of targets to needs to be managed.
- Do we need more focus on the security part of the network? Are we appropriately represented on the Board and within the network from a security perspective?
- 3 Counties RDSC fee is £199+ vat to join the network, which is currently utilised to fund event stalls – between 60-70 members currently part of their network,
- Financial business plan needed in order to decipher how membership fee is utilised. Membership joining fee was agreed as £200, which can be reviewed.
- Budget available for part time post initially to assist with administrative duties, business case creation and potential website creation/management.
- Initial budget £40k. Expense to date: Board Dinner, DSEI pitch, stand design and build.
- Budget remaining c£23-24k - Outstanding task is to produce a full budget and business case.

RDSC FOE
What, where and who needs to be invited?
- **Sep 22 – Launch DSN networking event**
  Highlight benefits DSN and roadmap to RDSC – KR mentioned potential support to be offered from company 3-Fox who are intending on having a Defence sector event focus. RD to lead on this
- **24 Nov 22 – RAF Waddington Industry Day**
  DSN Event for SME to showcase capability
  Defence ISTAR Capabilities on display
  RDSC pitch to primes and wider sector
- **Mar 23 – Spring Dinner**
  Belton Woods
  Potentially sponsored
  Guest speaker (DE&S/MOD)
- **Jun 23 – Networking AM/PM**
  Industry hosted
  Guest speaker (DASA/HMG)
- **12-15 Sep 23 – DSEI Stand**
  Defence Lincolnshire Pitch
  UoL & GLLEP Funded
  SME representation

Actions
- ❖ AO to share current contact list to Board members and ask for further contact contributions of any known contacts within or outside of the current list.
- ❖ JB to look into sub-set funding available for the Defence sector and whether this function would be available for the DSN.
- ❖ All Board members encouraged to look at aim wording for final comments to JF and AB.
- ❖ AB to update before LEP Main Board.
- ❖ RD, KR and JR to follow up regarding 3-Fox regarding networking event with defence sector focus.
- ❖ Letter to be updated, including fee to join network and programme of events, letter to be recirculated to current list of contacts.

LEP Board Report Review

Update on presentation due to be delivered to the GL LEP Main Board on the 31st of May regarding the Defence Board Priorities, led by Julian Free

Board priorities and deliverables were confirmed as below:

1. Establish and run the Greater Lincolnshire Defence & Security Network (GL DSN).
2. Bid to the Defence & Security Accelerator (DASA) to establish a Greater Lincolnshire Regional Defence & Security Cluster (GL RDSC).
3. Create & launch GL DSN / GL RDSC website.
4. Plan attendance at DSEI 23.

Deliverables:

1. Defence & Security Network (DSN).
2. SME access to DASA / Dstl RD&I funds.
3. SME matching to Defence challenges.
4. SME matching to University academics.
5. SME-Prime Contractor matching.
6. Commercialisation and export support.
7. 4 x networking events per annum.

Stretch target: GL D&S Expo, Lincolnshire Showground, 2026.

The GL RDSC Opportunity
1. UK ISTAR Centre of Excellence – RAF Waddington.
2. ISTAR platforms, sensors, systems.
3. Data science.
4. Decision support.
5. Automation & uncrewed vehicles.
6. Communications technologies.
7. Electronic warfare technologies.

Requirements:

1. RDSC lead & steering group.
2. An administrator.
3. Website and webmaster.
4. Operating budget.

8. Cyber security technologies.
9. Synthetics and simulation.
10. Engineering support.
11. Agri-tech cross over.
12. Supply chain.
13. Clustering: LSIP, Teal Park & RAF Waddington.
14. Defence Net Zero Strategy.

Challenges regarding skills gaps was also discussed and how we can identify the opportunities, linking in with the Employment and Skills Advisory Panel without duplicating current events or organisations who may be running similar programmes, such as jobs fairs, etc. Task and finish group with members of both boards has been established however there was a further barrier of gaining information in order to map where the current skills gap challenges lie.

Defence Sector Proposition
Update delivered by Karen Seal

The Defence Sector Proposition (Version 4) was circulated to Board members prior to the meeting taking place.

Discussion took place regarding more images being needed for the proposition print, ideally images that are going to attract potential partners and positively shine a light on the current technology being developed within the county.
Rationale needed to display particular logos, to which companies need to be approached in order for logo permission to be granted.
Predominantly digital copy will be created in order to cater for updating purposes, however a short print run will be undertaken as well.

Actions
❖ AO to follow up with those who have given letters of support for the network to ask permission for use of logo.

- ❖ AO to share companies with KS.
- ❖ Board members encouraged to send more photos for use within the proposition print directly to KR.

DSEI 2023

Update presented by Charlotte Kirton – University of Lincoln

"Defence in Lincolnshire" Exhibition stand has been confirmed at DSEI 2023 at ExCel, Victoria Docks, London (12-15th September 2023).

Aims:
- To showcase Greater Lincolnshire as an anchor region for the sector
- Highlight the focus on Defence & Security as a key sector for our organisations
- Increase knowledge & understanding of sector challenges & opportunities
- Promote opportunities to delegates:
  - o Our range of supply chain SMEs – SMEs represented on the stand
  - o Academic expertise, collaborative research & education portfolio
  - o Greater Lincolnshire as a place to grow a business
  - o Support mechanisms available
- Establish new partnerships

A mini "Lincoln pavilion" 25m2 stand to include:
- GLLEP, UoL & GL RDSC branding, materials and representation
- Meeting space
- SME spotlight area
- Increased use of DSEI Connect capabilities

Bronze, silver and gold "packages" for SME's to purchase, each to include a combination of:
- Entry tickets
- Logo promotion
- "Time slot" on the stand for exhibiting/meetings
- Materials displayed
- Inclusion in digital materials
- Pre-event promo

Charlotte will be gathering quotations and design concepts from exhibition stand builders in June in order to understand the total cost to UoL and GLLEP, as well as attending a briefing webinar or similar with Clarion events. Tiered packages for SME spotlight opportunities, i.e. costs and inclusions needs to be finalised. TB offered to assist CK with working group.

Action
- ❖ Presentation slides to be shared with Board members after meeting.
- ❖ CK to gather quotes regarding stand build and feedback to Board at the next meeting.
- ❖ TB to check in with CK regarding engagement with local businesses working group to promote exhibition stand.

Review of Actions and Minutes

No specific comments were made regarding the review of the actions, all actions are completed or in progress.

Any Other Business

AB, JF and AO to discuss Terms of Reference offline before next meeting.

Board members discussed the next board date being too far in the future therefore an additional meeting will need to be organised in June/July. CJ offered to host meeting.

Julian thanked all attendees for their contributions to the meeting as well as the host venue.

Next meeting dates:

24 June 22 (Meta Mission Data, West Central, Runcorn Road, Lincoln, LN6 3QP) 10am-12pm

19 September 22 (Venue TBC) 10am-12pm

Consolidated Action List:

GL DSN / RDSC Plan of Work

1. Letter / email to those who have agreed to lend their support for us to use their logos in the Defence & Security Proposition.
   31 May – Julian

2. Send out logo permission request those who have given letters of support.

   31 May – Amy

3. Refresh RDSC and DSN Letter to invite companies to join the DSN, to include forecast of events (FoE), and explanation of fee (£200.00) requirement.
   31 May – Julian

4. Obtain contacts for all those companies listed on James list of c80 D&S companies.
   31 May – Board members / James / Amy

5. Proforma creation for companies to join DSN and agreement to pay joining / annual fee (£200.00).

   31 May – Amy

6. Distribute DSN invitation to join letters, incl FoE & joining proforma.
   10 Jun – Amy

7. Build website - Richard Davies and Karen Seal to discuss – Amy to connect.

   31 May – Amy

8. Design DSN & RDSC logos.
   30 Jun - ??

9. Potential for website/logo creation to be a University of Lincoln student project over the summer?
   TBC – Julian if Richard & Karen unable to deliver

10. Produce full budget and business case.
    30 Jun – Julian & James

11. UKRI Funding tracker for D&S spend/contracts in announced in GL (for input to DSN/RDSC website).
    15 Jul – James

12. Lead for RDSC and RDSC Steering Group to be decided.
    Summer Board Meeting Date – 24th June / 19th September – Julian / Board Members

13. Define administrator/manager role:

a) To monitor key information from DASA and Dstl.
b) UoL Research & Enterprise can assist in setting up Dstl & R&D funder sign up/login, etc.
c) Announce/publish RD&I calls and opportunities.
d) Match RD&I opportunity to SMEs & Primes.
e) Manage fees and finances.
f) Seek sponsorship/external funding.
g) Maintain the website & FoE.
h) Organise events.
i) Maintain membership database, manage GDPR and FoI issues.
j) Answer members questions.

14. Website ready.
   29 Jul – Richard & Karen

15. Define KPIs:

a) 50 members in 6-12 months?
b) 100 members in 12-18 months?
c) Number RD&I bids won in 12 months from launch?
d) Value of RD&I bids in 12 months?
e) Export target?

Key Dates

- 18 Jul 22: LSIP Defence & Security Networking event.
- 31 Aug 22: DSN established.
- 30 Sep 22: RDSC application submitted to DASA.
- 24 Nov 22: RAF Waddington Industry Day.
- Mar 23: Spring Dinner.
- Jun 23: Networking event.
- 12-15 Sep 23: DSEI 23, Excel, London.