



Meeting Overview

Attendees:

Paul Walker - Malvern Instruments
 Ian Edwards - WLEP
 Nigel Hudson - Worcestershire County Council
 Mike Ashton - Chamber of Commerce
 Tim Maxfield - Worcester University
 Jane Holmes - Birmingham Science City / CTB

Alan White - Malvern Hills Science Park / CTB
 Robin Dickson - QinetiQ
 Jessica Antley - Worcestershire County Council
 Dionne Oliver - QinetiQ
 Wendy Garrad - Worcestershire County Council

Apologies: Keith Mowbray – QinetiQ
 Chris Walklett – on behalf of WLEP

Action Log

		Comment	Actions For Next Meeting	
1	Vice Chair	Following the board agreement of stream leads. In his role as Coherence Champion, JA/RD and DO recommend Ian Edwards as Vice Chair.	➤ To be agreed by Ian and Board	ALL
2	WINN Home Location / Innovation Space	WINN engaged with businesses, The Kiln and The Hive to produce a 'space' proposal, outlining the needs and requirements for a co-working space for businesses to evolve organically. This was presented to The Hive board and is also to form the basis of a business case to be presented to the WLEP. We are also working with Worcester City to assist with the costing model and potential 'other' locations.	<ul style="list-style-type: none"> ➤ The Hive has responded with an initial 'don't think we can meet your requirements' however awaiting an official response with full details ➤ Business plan being collated to include co-working concept. Locations currently being considered. 	JA/RD
3	WINN Challenge	Sponsorship from private source was put on hold as we were advised they were going through a merger. The challenge was delayed in launch due to this; however a proposed solution has since been drafted and will continue to be developed.	➤ Challenge to continue to be developed	JA
4	WINN Comms	WINN website and <i>theCONVERSATION</i> stats and feedback have been very positive and whilst content has been priority (and will of course continue) promotion will ramp up to encourage further engagement with WINN.	<ul style="list-style-type: none"> ➤ 2017 WINN comms plan to be created incorporating Website, <i>theCONVERSATION</i> and WINN Wednesday promotion. ➤ Meet comms staff from each partner and media heads to ensure full roll out. ➤ WINN team to 'roadshow' between board meetings to 	<p>JA/SW</p> <p>JA</p> <p>JA/RD/DO</p>

			share updates and also meet Stream Leads as required for project support.	
5	KPIS	First 12 months –Measure engagement Followed by measured as dictated as projects are set up/established.	➤ Create comms stats report to be issued monthly	JA
6	Mentorship WINN/WBC	Phased mentorship model jointly worked up with WBC has been proposed.	➤ WBC and WINN to review and work though potential phase 1 options	WINN/WBC
7	Further EU Funding	With the call looking to be March, a joint approach has been proposed to support both 'incubators' for WINN and the University.	➤ WINN to meet with Tim in NY to shape a proposal	WINN / TM
8	Angel Network	Mike Ashton gave the update with regards to progress with the Worcestershire Development group.	➤ Presentation to be sent from Mike to JA and issued with follow up docs	JA/MH
9	Landscape and Business Engagement	Paper and presentation were issued and discussed to show WINN's development work in establishing a tangible innovation landscape to support our engagement activity	➤ WINN will continue to update and utilise	WINN
10	Midlands Engine	Jane confirmed 4 workshops are being planned and invites being sent to those involved with last ones. It was requested for circulation to be broader and for their details to be circulated to board members.	➤ Jane to sort workshop invites	JH

2017 Meeting Dates

The following dates are proposed for the next meetings with diary invites to follow from JA:

Board Meetings: 9.30-10.45

- 6th March 2017
- 19th June 2017
- 11th September 2017
- 11th December 2017

Steering Meetings: 9.30-10.45

- 23rd Jan 2017
- 27th March 2017
- 22nd May 2017
- 17th July 2017
- 18th September 2017
- 13th November 2017

WINN Wednesdays: 5pm-8.30pm

- 8th February 2017
- 5th April 2017
- 7th June 2017
- 27th Sept 2017