

# London Frontier Innovation Board - Terms of Reference

## 1. Context and Purpose

To provide strategic direction, guidance, and expert insight from representatives across government, academia and industry to support the growth and impact of London's innovation sector.

The Frontier Innovation Board will serve as a forum for dialogue and collaboration between these stakeholders driven by a common purpose of fostering sustainable economic and social development through innovation.

The Frontier Innovation Board will be established as a supporting body of the London Growth Mission Board, will focus particularly on the life sciences, deep tech (including Quantum Technologies and Artificial Intelligence), and green innovation sectors, ensuring that innovation contributes to London's long-term competitiveness and prosperity. To facilitate this, the Co-Chairs of the Frontier Innovation Board will provide regular updates to the London Growth Mission Board on progress.

The Frontier Innovation Board is specifically responsible for:

- Ensuring that innovation contributes to London's long-term competitiveness and prosperity, by overseeing progress on activities and objectives related to the London Growth Plan's priorities that focus on frontier innovation sectors.
- Guiding strategy and delivery, acting as the formal Advisory Group on innovation to the Greater London Authority (GLA), London Councils (LC), and London & Partners (L&P), ensuring industry and stakeholder perspectives are represented and acting as a sounding board on sector issues and strategy development.
- Providing constructive challenge, advice, and feedback on innovation-related London Growth Plan activities, targets, and delivery, with a particular emphasis on innovation activity and its alignment with broader innovation and economic development priorities.
- Providing the necessary governance structure to comply with UKRI criteria for the Local Innovation Partnership Fund, enabling collaboration between academia, industry, and government to support the agreement and delivery of a portfolio of projects aimed at growing 2-3 sector priorities that are fully aligned with the priorities set out in the London Growth Plan and national growth innovation priorities.
- Overseeing the development of London's sector-specific offers in life sciences, green innovation, deep tech (including artificial intelligence and quantum technologies), and other emerging innovation areas using learnings from the London Offer for life sciences.
- Championing the executive team to convene relevant sectors to deliver specific, practical projects and programmes to support the London Growth Plan Innovation actions.
- Providing a single forum for policymakers to consult and engage with stakeholders, to inform innovation and growth policy.
- Leading advocacy for the innovation sectors, providing a unified voice for Life Science, technology and other relevant sectors in London.

## **2. Membership**

The Frontier Innovation Board's Co-Chairs are nominated by the Mayor of London and London Councils. Board members will be appointed by the Co-Chairs. The Frontier Innovation Board will comprise the following members.

- Co- Chair, London's Growth Mission Lead
- Co- Chair, Industry Lead
- 1 UKRI nominee
- 2-4 government representatives, including 1 London Councils nominee and 1 GLA nominee
- 2-4 Business sector representatives
- 2-4 University sector representatives
- 1 member with significant expertise in Life Sciences
- 1 member with significant expertise in the Technology sector
- 1 member with significant expertise in sustainability
- 2-3 members representing London's key innovation districts/clusters
- 2-3 sector representative from the health and/ or community sector

The Co-Chairs may appoint other members over time as they consider will best further the purpose of the Frontier Innovation Board. These Terms will be updated accordingly.

The initial tenure for Frontier Innovation Board members will be two years, with the option for renewal as agreed by the Co-Chairs.

The Board's membership will be set out in its published meeting materials.

## **3. Supporting bodies**

The Frontier Innovation Board will be supported by a secretariat resourced by London & Partners.

The Frontier Innovation Board can establish or dissolve other permanent or time-limited groups to assist in meeting its objectives.

The Chair or Co-Chairs of any such group will be agreed by the Co-Chairs of the Mission Board.

The general remit or specific terms of reference (as appropriate) for any such group will be approved by the Mission Board.

## **4. Authority**

The Frontier Innovation Board does not have the authority to make decisions on behalf of any participating organisation. Any endorsement or recommendation will,

where relevant, be subject to the formal decision-making processes of each affected organisation.

The Frontier Innovation Board will offer advice and guidance to policy and decision makers across the capital and beyond, which will be agreed by the Frontier Innovation Board by consensus, with no requirement for voting. It will not make formal recommendations to the GLA, to London Councils or to any individual borough.

These terms of reference will come into force once approved by the Frontier Innovation Board and may be amended at any time by agreement of the Frontier Innovation Board.

## **5. Meeting arrangements**

Meetings of the Frontier Innovation Board are called by the Co-Chairs.

The Board meets 2 times annually, with additional sub committees and bilateral engagement to be called as required. Meetings may be held virtually if necessary.

The quorum for a meeting of the Board is half the total number of current Board members. Those present must include:

- One of the Co-Chairs
- One representative of the GLA
- One representative of London Councils
- One representative of the business sector

Each member may agree with the Co-Chairs a single, named alternate. Once agreed, this alternate may act as their substitute in the event the member is unable to attend a meeting. Agreed alternates will count toward the meeting quorum.

Members may be consulted via correspondence between formal meetings.

## **6. Diversity**

London's diversity is its biggest asset and the Frontier Innovation Board strives to reflect and value this across its work. Frontier Innovation Board members are required to ensure that the diversity of London's communities and economy is acknowledged and embedded in the Frontier Innovation Board's work.

## **7. Conduct and interests**

When undertaking work on behalf of the Frontier Innovation Board, members must observe the seven principles of public life ('the Nolan Principles'), declare any relevant interests and take action to remove any conflicts.

## **8. Transparency**

The Mayor of London and London Councils are committed to making the work of the Frontier Innovation Board transparent to Londoners.

Agendas and reports will be provided to members in advance of meetings. These will be published online in advance of meetings wherever possible.

Minutes of Board meetings will, wherever possible, be published within 10 working days following each meeting.