

# Photonics Leadership Group AGM

## Meeting Minutes

Wednesday 12 October 2022 16:00-17:00 Virtual by TEAMS

[www.photonicsuk.org](http://www.photonicsuk.org)

### Attendees:

Martin Agnew, Airbus; Ian Alderton, Alrad; Ric Allott, STFC; Yann Amouroux, Optica OSA; Simon Andrews, Fraunhofer UK; Krishna Balram, University of Bristol; Dom Brady, Fibercore; Karin Burger, SPIE Europe; Allan Colquhoun, Leonardo; Iwan Davies, IQE; Joe Ganniciffe, CS Applications Catapult; David Gillett, Laser 2000; Clive Grafton-Reed, Rolls-Royce; Caroline Gray, OptiC Technology Centre; Duncan Hand, Heriot-Watt University; Alan Hughes, Laser 2000; Shahida Imani, Chromacity; Louise Jones, Photonics Connected; John Lincoln, Harlin; Anke Lohmann, Anchored In ; Iain Mauchline, InnovateUK; Chris Meadows, CS Connected; John Nolan, First Mile Networks; David Payne, University of Southampton; Richard Pitwon, Resolute Photonics; Graham Reed, University of Southampton; Alwyn Seeds, UCL; Sergei Turitsyn, University of Aston; Malcolm Varnham, Trumpf UK; Matthew Wasley, KTN; Philip White, DIT

### Direct Apologies:

Chris Dorman, Coherent Scotland; Cillian McPolin, Digital Catapult; Mark Naples, Umicore Coating Services; Mike Wale, UCL (Apologises to anyone missing from apologies)

*\*Post meeting and editorial input in italics*

### Photonics Leadership Ltd AGM called to order @ 16:00

Quorum noted as present – 6 or more voting members

All voting recorded on Microsoft Forms link provided. *Note to facilitate online voting proposer and seconder for motions were not requested*

**Motion to approve that remote meeting will be taken as a full and valid AGM of the Photonics Leadership Group and Photonics Leadership Ltd- passed unanimously with 28 votes**

#### a) Review of PLG activities 2021-2022 from John Lincoln

Review of proposed activities for year 1 Oct to 30 Sept vs delivered shows all have been achieved.

#### Proposed 21-22

- 4 PLG Meetings
- 2x virtual 2x face2face (Sept, April: Jan, June)
- Photonics Vision 2035 - Publication, promotion
- Innovation strategy - Words to actions
- Telecoms diversification- Max UK opportunity
- Horizon Scanning - Industry / policy priorities
- Photonics 21 Board of stakeholders participation
- Champion Photonics role in Net Zero
- APPG support
- Directory
- Tier based contributions

#### Delivered detailed further below

- Consultation inputs (sig increase)
- Community Support
- Showcase & exhibit
- Articles, presentations & panels
- Online PR
- UK TIN engagement
- Careers
- Contract activities

The following activities were reported as delivered though the year, group by type. The full list is update throughout the year at <https://photonicsuk.org/contributors/plg-achievements>

#### Consultation Inputs

- UK Government Office for Science input to Drivers of Technology Needs
- Data on Photonics in UK for IOP exemplifying role of physics-based technologies in economy
- MOD UK semiconductor strategy consultation
- Quantum strategy consultation response
  - Support for the BEIS select committee enquiry into UK semiconductor strategy

- Interface with Chief Scientific Adviser's office, BEIS and DCMS
- Provision of key photonics statistics to the UK Minister of Science
- Data on Photonics in UK for IOP exemplifying role of physics-based technologies in economy
- IOP quantum strategy review and input
- UK semiconductor strategy consultation
- Parliamentary one-to-one meetings
- Feedback on UK's China policy
- BEIS discussion on horizon scanning and integration of enabling transformative technologies
- Provision of photonics sector insights into the Catapult evaluation programme
- Liaison with the NQTP SAB Working Group for Quantum Technology on Infrastructure needs

### **Community Support**

- Four PLG meetings, two in person, two virtual
- Novanta plant opening
- Dissemination of opportunities in the European Space Agency telecommunications program
- Letters of support for Cornerstone 2.5 and other strategic UK investments
- Circulation of photonics component supply opportunities for CERN
- UK-India Future Telecom Collaborations - liaison Compound Semi Apps Catapult & community
- Participation in 1st Pan-European Event on Regional Collaboration in Photonics
- Election of John Lincoln to Photonics21 Board of Stakeholders, representing the PLG
  - Participation in Photonics21 Working Groups and AGM

### **Showcases & exhibits**

- Westminster Photonics and Quantum showcase for parliamentarians 6 July 2022
- Support of UK Pavilion and international trade activities at Photonics West

### **External articles and white papers**

- OPN article on UK plan B to UK association to HEU
- [Physics World Power of Photonics article](#) interview
- [Photonics for Net Zero](#) and [Photonics in Europe](#) Interviews for the Photonics West show daily
- Photonics for Net Zero interview for Electro-Optics
- '[Photonics for Net Zero](#)' article in Advanced Photonics
- [Photonics21 Annual meeting summary](#) and P21 Board of Stakeholder representation
- Spending review summary and implication for Photonics
- [UK Photonics Vision for 2035](#)

### **Presentations**

- Photonics for Net Zero keynote at Photonics Integration and Data Storage Centre for Doctoral training summer conclave 2022
- Fraunhofer UK 10th Anniversary presentation
- Bessemer Society semicon. strategy presentation
- Electro-Optics supply chain challenges panel
- Photonics Connected Webinar
- [Photonics for Net Zero](#) panel chair
- with II-VI, Meta, Fraunhofer UK, AMS Osram and Uni of Ottawa
- 'UK Capabilities in Photonics..' at Telecomm, Optics & Photonics 2022
- 'Executive Insights: [Emerging Stronger from a Period of Uncertainty](#)', Pwest panel chair.

### **Public relations**

- 32 blog posts, ~15,000 annual views,
  - Directory >200 views /month, doubled with select Adwords spend
- Launch of the [UK Photonics Vision for 2035](#), including print version
- Additions to [UK Photonics Directory](#) listing expanding to >1200 entries,

- Inclusion of quantum organisations, Tagging of AILU members, SEO optimisation, addition of recruitment hiring indicator

**Given the increase traffic to the directory PLG contributors are encouraged to update there entry and make maximum use of the visibility afforded.**

#### Proposals for paid/ collaborative activities and

- ARIA round-table proposition on Photonics for Net Zero
- Proposals for PLG participation in UKTIN to two bidding consortia as sub-contractor.
  - Cambridge Wireless bid currently running UK5G won, the PLG are included at the photonics collaborator. More on activities as UKTIN opens in Nov.
- *DASA disruptive Innovation proposal (Oct22, post yaer end)*

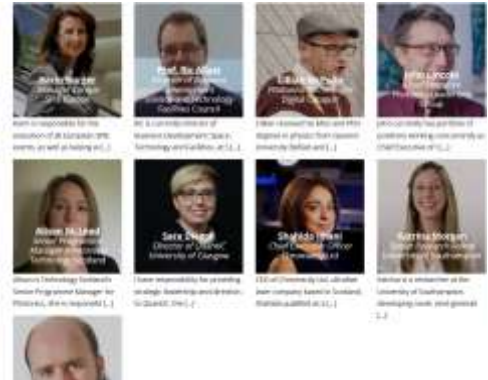
#### Careers

- Future Photonics Leaders sub-group initiation and sand-pit.
- Photonics Careers pages to website
  - Career case study directory

<https://photonicsuk.org/careers/case-studies>

PLG participants are encouraged to refer people to the careers case study pages to example of the range of careers and carrer paths available in the industry. We hope this will become a widely used resource answering the key question of 'where could a career in photonics take me'.

- More case studies requested – template at [https://photonicsuk.org/wp-content/uploads/2022/08/Photonics-Careers-Case-Study-Template\\_1.docx](https://photonicsuk.org/wp-content/uploads/2022/08/Photonics-Careers-Case-Study-Template_1.docx)



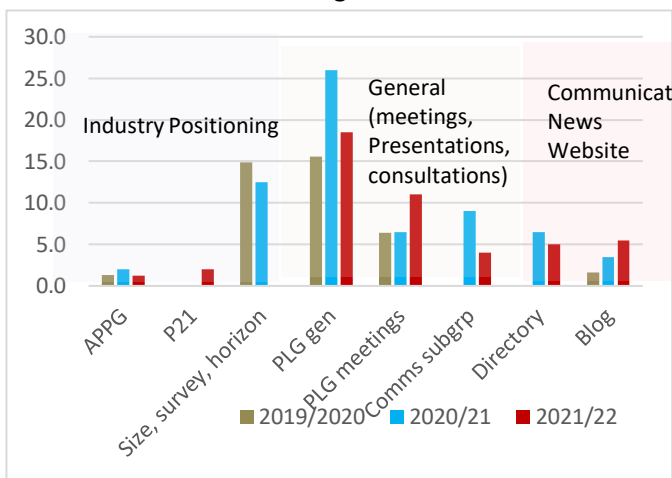
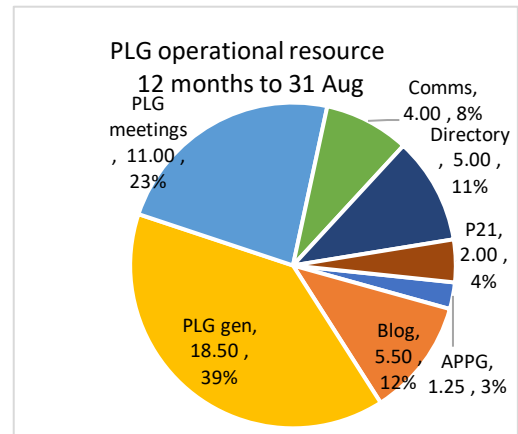
#### b) PLG Secretariat

Running of PLG has taken 47 days in 2021-2022, a 25% decrease on previous year attribute to not running a update on the industry stats last year.

- Plus Pro-bono Treasurer input ~2 days (Anke) and APPG secretariat ~4 days (Karin)

Relative to previous years there has been less activity in industrial position as no industry stats update or horizon scanning were run in the previous year.

Meeting organisation time has increase reflecting increase number of PLG meetings



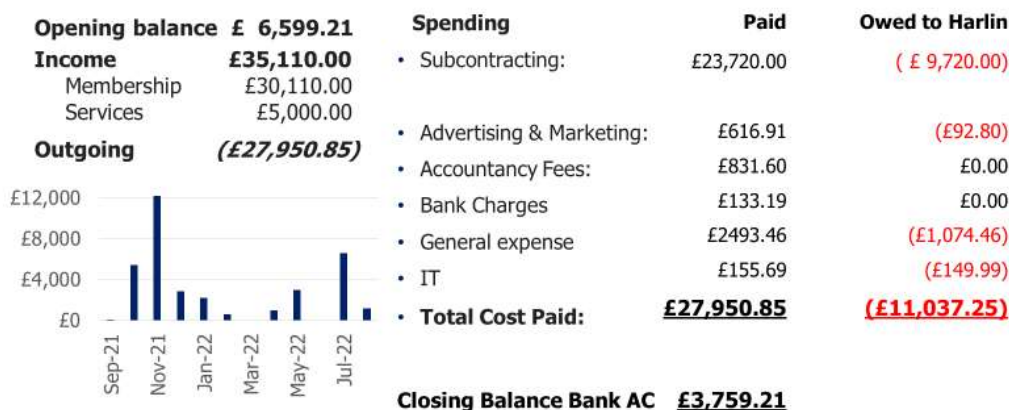
#### Time

on General activities has increase due to the large number of consultation responses in the past year and engagement with DCMS and UKTIN on optical comms related areas

PF activity has increase mostly due to higher number of updates to the website including creation of the careers pages and career case studies.

## c) Review & approval of 21/22 income and expenditure presented by Anke Lohman

### PLG Finances 2022 (Sep- Aug)



Income noted as up considerably on previous year- 2.7X increase

- 34 Contributions £30,110 vs £31k plan, 12 Gold, 14 Silver, 3 Diamond /Platinum, 5 bronze. More than double the previous year

Almost all regular (not new) industrial and academic participants made contribution in 21/22, bar one exception.

- Premium directory entries £450 vs £15k plan

Although directory not generation significant independent revenue, many have noted it as being critical to enabling them to make a contribution and to increase their level of contribution e.g. to Gold level to access the premium directory listing.

- Services income – Westminster showcase organisation- £5,000 vs £0 in plan

On an operating basis, income now ~ matching operating costs, helped by 25% reduction in time spent running PLG in 21/22. Debit in account reflect carry over liability from previous year.

As in previous years Harlin (John Lincoln has offered to right off outstanding debit at year end.

Noted Photonics Leadership Ltd financial year end has been oved to 31 August to align with the AGM.

**Motion to approve 2021/22 finances passed unanimously with 28 votes.**

### d) 2021/22 activity plan

Suggest PLG activities for upcoming year presented

- **Launch career case studies**
- Pending critical mass (now achieved)
- More needed (template available)
- **2023 UK Photonics stats update**
- **Future Photonics Leaders group support**
- **UKTIN activities (paid)**
- Promote directory
- Remove intro rates now have stats on visitors
- Consultation inputs (responsive)
- Presentation & panel participation, key issue articles
- Four PLG meetings (2 in person, 2 virtual)
- APPG support

Guiding principles remain to promote and increase visibility of photonics, integrate photonics with future strategies/policy, match demand and supply for PLG activities, grow paid for activities

**Motion to approve activity plan as stated passed unanimously with 28 votes.**

#### e) Additional motions

##### i) VAT registration

Case made for PLG to voluntarily register for VAT considering

- Currently unable to claim reclaim VAT on majority of expenses (sub-contracting
- Quarterly income first ¼ after annual contribution requested close to exceeding the registration threshold (noted as £85k/ year £21.25k/quarter
- Additional service activity especially for UKTIN may push over threshold

Discussion note potential impact on organisation unable to reclaim VAT, most notably Universities.

Noted that company is structured as a Limited company, not-for-profit for the benefit of members and was previously VAT registered

Impact of VAT registration discussed. Operation impact noted as minimum as Zero cloud accounting system used by PLG allows for simple direct filling of quarterly VAT returns and through their use elsewhere is familiar to AnkeL and JohnL. Annually accounting impact similarly noted as minimal with current PLG accountant (Ian Sheekey Accountancy) regularly integrating into annual accounts for VAT registered organisations. Annual accounting fees noted at £831.60 (including Xero fees)

**Motion to approve VAT registration activity plan as stated passed with 25 votes & 3 abstentions**

*During meeting question of whether VAT would apply to 22/23 contributions was raised. Initial positive answer should be amended as this will depend on when VAT registration comes through. This has been taking several months and therefore it is unlikely to impact anyone requesting invoice in the first ¼.*

##### ii) Contribution Levels

Increase to the

Contribution level	2021/22 price	Suggested 2022/23 price	Core benefits
Diamond	£4990	£4990	Premium Directory Logo on PLG Publications / presentation + much kudos
Platinum	£1990	£1990	Premium Directory Logo on PLG Publications / presentation
Gold (min recommended for Larger orgs)	£990	£1040	Premium Directory Identified on PLG publications / presentation
Silver (min recommended for SME and Uni)	£600	£640	Basic Directory Identified on PLG website Use of PLG Sponsor logo
Bronze	£250	£260	Basic Directory Identified on PLG website Use of PLG Sponsor logo

Notes that the move to the tiered contribution levels not directly linked to organisation size has been successful, with a number of organisations volunteering to contribute at higher tier.

Changes in contribution level were noted unlikely to make a significant difference to overall income (<£1000), but were recommended to avoid having to raise by larger amounts in the future.

Suggestion that RTO and Universities could be direct to gold level made. Discussion noted that whilst many happy to contribute at higher level some find it difficult due finding appropriate budgets and the option should remain open.

Noted that contributions and level of, remain voluntary and input from all continues to be welcome no matter the level of financial support their organisation is able to offer.

Lack of change to the Diamond and Platinum levels described as motivated by need to keep these within headline figures e.g. £5k, the low levels of contributions at this level and a desire to reduce the gap between Gold and platinum helping support more platinum contributions.

Noted that the contribution year runs from 1 October. In common with past experience quotations for contributions will be sent out over the next month to all regular participants with invoice raised on request.

Directory entries for past contributors will not expire before end of November and can be extended given plenty of time to make contribution before directory entry revert to basic model

*Contributions can be made online by credit/debit card or by bank transfer with the Woocommerce facility put in place in 2021/2 for handling card transaction working well.*

**Motion to approve contribution levels passed with 25 votes and 3 abstentions**

### iii) Expenses

Currently the PLG has no mechanism to reimburse out of pocket expenses incurred by volunteers.

Recommended an expenses reimbursement policy is put in place modelled on that used by other not for profit organisation

*Action> JL to submit draft to committee for revision and approval*

**Motion to approve PLG putting in place an expenses reimbursement policy subject to director agreement on wording passed with 27 votes and 1 abstentions**

### f) 2022 /23 Financial plan

The financial plan for 2022/2023 was presented.

- Forecast income from the directory has been reduced considerably reflected experience. Introductory discount on directory entries will be removed (previously £450 and £75)
- Forecast income from contribution is increased reflection the ~17 organisation who have become regular PLG participants in the last year. These are very welcome including their participation in the AGM
- Contract services income is an approximation reflecting the unknown timing of activities for UKTIN and the high risk that other proposal are not successful. Whilst considerable upside in this area is possible addition costs would be incurred, but downside is also possible.

Income source	£ per	Units 2023	Income	
Premium	£500	5	£ 2,500	
Basic	£95	5	£ 475	
Upgrades	£300	0	£ -	
Directory income				£ 2,975
				Addition for 2022/23
Diamond	£4,990	1	£ 4,990	
Platinum	£1,990	3	£ 5,970	+1
Gold	£1,040	17	£ 17,680	+5
Silver	£640	20	£ 12,800	+6
Bronze	£260	5	£ 1,300	
Contribution income				£ 42,740
UKTIN	£6,000	1	£ 6,000	
other	£8,000	1	£ 8,000	
Contract income				£ 14,000
total				£ 59,715

**Motion to approve the financial plan for 2022/2023 levels passed with 27 votes and 1 abstention.**



### g) Appointment of PLG officers.

Officer	Vote
Chris Dorman – Chair	Unanimous, 28 Votes
Shahida Imani – Vice Chair	Passed 27 votes, 1 abstention
John Lincoln – Chief Executive	Passed 27 votes, 1 abstention
Anke Lohmann - Treasurer	Passed 27 votes, 1 abstention
Karin Burger – Secretary	Passed 27 votes, 1 abstention
Continuation of Simon Andrews and Ric Allott as Photonics Leadership Ltd Directors	Passed 26 votes, 2 abstentions

### h) Confirmation vote eligibility

It was confirmed that all those voting were eligible to do so. *The single self-identifying uncertainty was confirmed eligible to vote.*

Voting eligibility is defined as attendance at two or more of the last six PLG meetings or attendance at two or more PLG meetings in the in last two years by someone from your organisation

### i) AOB

Thanks were offer by Simon Andrew to John Lincoln for the significant contribution made to keeping the PLG running

Thanks were offered to all other committee members for their contribution.

Quotes and invoices for 2021/22 contribution are now available on request, or they can be initiated direct from the [PLG online store](#), where card or bank transfer payment can be selected.

**The PLG AGM was adjourned at 17:01**

## PLG ecosystem update

### a) Next Meeting

The Next Full PLG meeting at Photonex 2022, at NEC 6 December 13:00-16:00

### b) Future Leaders sub-group

The concept of a future Leaders sub-group was enthusiastic support at virtual Sandpit on 9 Sept with ~35 attendees

- Meeting identified key priorities top of which was identifying a process for appointing committee members. A number of volunteers have come forward to support, currently pending how to organise

### c) Careers

A new careers section has been added to the PLG website- <https://photonicsuk.org/careers> including

- Summary of typical impact, demand, skills, salaries
- Career resources – linking to external Jobs boards and career labs- suggestions for additions very welcome
- Careers Case studies - <https://photonicsuk.org/careers/case-studies>
  - Responding to suggestions from the PLG, this is an attempt to host a diverse set of photonic career examples covering all career stages and career types across industry and academia highlighting exciting and diverse career options. Individual case studies are a common feature of annual reports for a wide range of organisations. This is an almost globally unique initiative to extend this across the whole sector.

- The aim is to expand this significantly, with requests already out to an additional 20 people. (the back-end could host 1000's) Your own career story and suggestions for further additions are very welcome, especially from more junior colleagues and those in manufacturing roles.
  - Those who have already been asked are requested to send their case study to John L.
  - A template is available support consistency and reduce overhead to complete based on 3 basic content blocks current position, pathway and passions.  
[https://photonicsuk.org/wp-content/uploads/2022/08/Photonics-Careers-Case-Study-Template\\_1.docx](https://photonicsuk.org/wp-content/uploads/2022/08/Photonics-Careers-Case-Study-Template_1.docx)
  - Authors have ability to edit their own story and update over time as they wish.
- The target audience is multi-fold
  - Early / pre-career individuals seeking to understand where a career in photonics could take them and what skills, passions and qualifications are useful.
  - Those at career junctions e.g. academic/industrial looking to understand wider future options and directions.
  - Non-technical people outside photonics, e.g. finance, automation, HR, etc looking to understand the great people they could be working with in the wider photonics eco-system.
  - Government, support agencies and investors looking to understand the depth and breadth of human resources in UK photonics.
- The careers pages are designed to complement individual organisations recruitment efforts by showcasing the wider photonics eco-system. Feel free to reference them and direct people to them as and when it is useful to put a face to the industry. Only through external links will they rise in search rankings.
- Once a little tidying has been complete and some additional case studies are added we will give this a major PR push – more likely in the run up to Photonex

#### d) Photonics21 Board of Stakeholders

Anke Lohmann and Mark Goossens have put themselves forward for appointment to the Photonics21 Board of stakeholders. They would very much appreciate you vote. With over 40 place available we optimistic about their chances to further increase UK representation on the BoS.

#### e) UK Government Office for Science

The PLG has recently input in a Gov office for science project mapping enabling technologing including photonics to the 4 priority government goals of:-

- Sustainable Environment
- Health and Life sciences
- National Security and defence, including space
- A digital and data driven economy

The impact of this is uncertain due to current UK political turmoil

#### f) Quantum showcase

The Quantum showcase will take place at QERII centre on 11 November. Many additional meetings around quantum are scheduled that week with several international delegations from USA, Canada, Qubec, Australia, New Zealand and the Netherlands. Tickets for those not exhibiting are (very) scarce and at the distraction of Innovate\_UK.

- *Note the showcase itself coincides with Armistice day. Suitable respect for the commemoration by those attending the showcase is kindly requested.*

#### g) Science Minister

After a long delay **Nusrat Ghani, MP** has been appointed the new Minister for Science and Investment Security (3 Oct). MP for Wealden in East Sussex, she is a Former Jnr transport minister, member of BEIS select committee.. Hew appointment has been broadly welcomed



