



Shareholder Committee for Dorset Innovation Park Ltd

Date: Monday, 3 November 2025
Time: 11.00 am
Venue: Meeting Room 1, County Hall, Dorchester, DT1 1XJ

Members (Quorum: 3)

Cllrs Nick Ireland (Chair), Richard Biggs (Vice-Chair), Shane Bartlett, Simon Clifford and Clare Sutton

Chief Executive: Catherine Howe, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic & Governance Services
Meeting Contact lindsey.watson@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda. If you would like to attend this meeting and have any specific requirements please contact the Democratic Services Officer named above.

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Agenda

Item		Pages
1.	APOLOGIES To receive any apologies for absence.	
2.	MINUTES To confirm the minutes of the meeting held on 16 July 2025.	5 - 8
3.	DECLARATIONS OF INTEREST To disclose any pecuniary, other registrable or non-registrable interest as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.	

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

4. PUBLIC PARTICIPATION

Representatives of town or parish councils and members of the public who live, work, or represent an organisation within the Dorset Council area are welcome to submit either 1 question or 1 statement for each meeting. You are welcome to attend the meeting in person or via MS Teams to read out your question and to receive the response. If you submit a statement for the committee this will be circulated to all members of the committee in advance of the meeting as a supplement to the agenda and appended to the minutes for the formal record but will not be read out at the meeting. **The first 8 questions and the first 8 statements received from members of the public or organisations for each meeting will be accepted on a first come first served basis in accordance with the deadline set out below.** Further information read [Public Participation - Dorset Council](#)

All submissions must be emailed in full to lindsey.watson@dorsetcouncil.gov.uk by 8.30am on 29 October 2025.

When submitting your question or statement please note that:

- You can submit 1 question or 1 statement.
- a question may include a short pre-amble to set the context.
- It must be a single question and any sub-divided questions will not be permitted.
- Each question will consist of no more than 450 words, and you will be given up to 3 minutes to present your question.
- when submitting a question please indicate who the question is for (e.g., the name of the committee or Portfolio Holder)
- Include your name, address, and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.
- all questions, statements and responses will be published in full within the minutes of the meeting.

5. COUNCILLOR QUESTIONS

To receive questions submitted by councillors.

Councillors can submit up to two valid questions at each meeting and sub-divided questions count towards this total. Questions and statements received will be published as a supplement to the agenda and all questions, statements and responses will be published in full

within the minutes of the meeting.

The submissions must be emailed in full to lindsey.watson@dorsetcouncil.gov.uk by 8.30am on 29 October 2025.

[Dorset Council Constitution](#) – Procedure Rule 13

6. FORWARD PLAN 9 - 16

To consider the Forward Plan.

7. INTRODUCTION OF MANAGING DIRECTOR AND CHAIR

To introduce the Managing Director and Chair of Dorset Innovation Park Ltd.

8. VISION DISCUSSION (PRESENTATION)

To receive a presentation from the Managing Director, Dorset Innovation Park Ltd.

9. SHAREHOLDER AGREEMENT 17 - 20

To receive a report of the Managing Director, Dorset Innovation Park Ltd.

Please note that Appendix 1 is an exempt document (paragraph 3).

10. URGENT ITEMS

To consider any items of business which the Chair has had prior notification and considers to be urgent pursuant to section 100B (4) (b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

11. EXEMPT BUSINESS

To consider passing the following recommendation:

Recommendation

That in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in item(s) No 12 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph(s) 3 of Part 1 of schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

The public and the press will be asked to leave the meeting whilst the item of business is considered. (Any live streaming will end at this juncture).

Reason for taking the item in private

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

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|------------|--|----------------|
| 12. | Shareholder agreement - Exempt appendix | 21 - 36 |
| | <i>Para 3</i> | |
| | Exempt appendix associated with agenda item 9 – Shareholder agreement. | |



SHAREHOLDER COMMITTEE FOR DORSET INNOVATION PARK LTD

MINUTES OF MEETING HELD ON WEDNESDAY 16 JULY 2025

Present: Cllrs Nick Ireland (Chair), Richard Biggs (Vice-Chair), Shane Bartlett, Simon Clifford and Clare Sutton

Also present: Cllr Les Fry

Officers present (for all or part of the meeting):

Jan Britton (Executive Director - Place), Jen Cook (Lawyer - Contracts and Commercial), Ona Morrall (Lawyer - Contracts & Commercial), Timothy Robertson (ICT Project Manager), Nick Webster (Head of Growth and Regeneration), Colin Wood (Innovation Lead), Lindsey Watson (Senior Democratic Services Officer) and Louis Wicks (Democratic Services Officer Apprentice)

Officers present remotely (for all or part of the meeting):

Sean Cremer (Corporate Director for Finance and Commercial)

6. Minutes

The minutes of the meeting held on 24 June 2025 were confirmed as a correct record and signed by the Chair.

7. Declarations of Interest

There were no declarations of interest.

8. Public Participation

There were no questions or statements from members of the public or local organisations.

9. Councillor Questions

There were no questions from councillors.

10. Shareholder Committee for Dorset Innovation Park Ltd terms of reference

Councillors received a report of the Innovation Lead, which presented the terms of reference for the Shareholder Committee for Dorset Innovation Park Ltd. A schedule of reserved matters would be drafted by officers in consultation with the Cabinet Member for Property & Assets and Economic Growth and would be available for the next meeting of the shareholder committee. This would also allow time for the company directors to be in post.

The shareholder committee considered the issues covered in the report and terms of reference, and points were noted in the following areas:

- The timing for the production of the Shareholder Agreement was raised and it was noted that the agreement needed to be confirmed by the company once the substantive directors were in place and undertaking their roles
- There would be a transition period as the company was built up with responsibilities passed over, over a number of months and linked to the appointment of a Managing Director and Non-Executive Directors
- Dorset Council officer resource was in place to establish the company and work continued to progress the aims of the Innovation Park
- Once in place, the company would produce key documents including a vision, business plan and budget. Key documents would be approved by the council as the shareholder and the strategic direction considered by the shareholder committee.

The shareholder committee received the terms of reference and supported the continued cooperation between the council and the Dorset Innovation Park Ltd.

11. **Dorset Innovation Park Ltd Articles of Association**

Councillors considered a report of the Innovation Lead, which presented the Dorset Innovation Park Ltd Articles of Association for the shareholder committee. The Head of Growth and Economic Regeneration highlighted the key points within the articles and noted that a more detailed set of articles would be developed and approved by the Cabinet Member for Property & Assets and Economic Growth.

The shareholder committee considered the Articles of Association and points were discussed in the following areas:

- In response to a question, it was noted that meetings of the shareholder committee would be held on a quarterly basis with frequent dialogue taking place between council officers and the company, once the company was established. This would form part of the council's wider approach to economic development
- The timescales for setting up the company were considered, and it was noted that an interim vision or business plan document could potentially be considered around Spring 2026. In the meantime, the company objects provided a direction of travel
- The potential for differing objectives between the council and company was flagged and the Executive Director - Place noted that the company would be encouraged to bring early drafts of documents forward to the shareholder committee, to allow for a collaborative approach
- It was confirmed that David Happy had been appointed as Chair of the Dorset Innovation Park Ltd Company Board and that in addition, an offer had been made for the position of Managing Director of the Dorset Innovation Park Ltd. The Chair and Managing Director would join future meetings of the shareholder committee.

The shareholder committee received the Articles of Association.

12. **Forward Plan**

Councillors received the Forward Plan for the shareholder committee and noted that it would be populated with items to be considered at future meetings, for consideration at the next meeting.

The shareholder committee considered potential items for the committee and particular reference was made to the position with appointment of non-executive directors, the current capital vision and detail of funding arrangements in this area.

A point was raised regarding the venue for meetings and there would be consideration as to whether meetings could be held at Battlelab.

13. **Dates of future meetings**

Dates for future meetings of the shareholder committees were agreed as follows:

3 November 2025, 11.00am
4 February 2026, 10.00am
13 April 2026, 2.00pm

14. **Urgent Items**

There were no urgent items.

15. **Exempt Business**

There was no exempt business.

Duration of meeting: 11.05 - 11.29 am

Chair

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Shareholder Committee for the Dorset Innovation Park Ltd Forward Plan - November 2025 - April 2026 (Publication date – 2 OCTOBER 2025)

Explanatory Note:

This Forward Plan contains future items to be considered by the Shareholder Committee for the Dorset Innovation Park Ltd. It is published 28 days before the next meeting of the committee. The plan includes items for the meeting including key decisions. Each item shows if it is 'open' to the public or to be considered in a private part of the meeting.

Definition of Key Decisions

Key decisions are defined in Dorset Council's Constitution as decisions which are likely to -

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates (**Thresholds - £500k**); or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority."

In determining the meaning of "*significant*" for these purposes the Council will have regard to any guidance issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act. Officers will consult with lead members to determine significance and sensitivity.

Committee Membership 2025/26

Cllr Nick Ireland – Leader of the Council and Cabinet Member for Climate, Performance and Safeguarding

Cllr Richard Biggs – Deputy Leader of the Council and Cabinet Member for Property & Assets, and Economic Growth

Cllr Shane Bartlett – Cabinet Member for Planning and Emergency Planning

Cllr Simon Clifford – Cabinet Member for Finance and Capital Strategy

Cllr Clare Sutton – Cabinet Member for Children's Services, Education and Skills

Subject / Decision	Decision Maker	Date the Decision is Due	Cabinet Member	Officer Contact
November 2025				

Introduction of Managing Director and Chair Key Decision - No Public Access - Open To introduce the Managing Director and Chair of Dorset Innovation Park Ltd.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 3 Nov 2025	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Nick Webster, Head of Growth and Regeneration</i> <i>nicholas.webster@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (Jan Britton)</i>
Vision discussion (presentation) Key Decision - No Public Access - Open A presentation by the Managing Director on the company's vision for Dorset Innovation Park.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 3 Nov 2025	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Managing Director – Dorset Innovation Park Ltd</i> <i>Executive Director, Place (Jan Britton)</i>

Subject / Decision	Decision Maker	Date the Decision is Due	Cabinet Member	Officer Contact
Shareholder agreement Key Decision - No Public Access - Open To update the committee on progress towards finalising the Shareholder Agreement and Reserved Matters.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 3 Nov 2025	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Nick Webster, Head of Growth and Regeneration</i> <i>nicholas.webster@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (Jan Britton)</i>
February 2026				
Managing Director's report Key Decision - No Public Access - Open To consider a report of the Managing Director – Dorset Innovation Park Ltd.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 4 Feb 2026	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Managing Director – Dorset Innovation Park Ltd</i> <i>Executive Director, Place (Jan Britton)</i>
Dorset Council Officer update Key Decision - No Public Access - Open To receive a report of the Head of Growth and Economic Regeneration.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 4 Feb 2026	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Nick Webster, Head of Growth and Regeneration</i> <i>nicholas.webster@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (Jan Britton)</i>

Subject / Decision	Decision Maker	Date the Decision is Due	Cabinet Member	Officer Contact
Dorset Innovation Park Ltd Business Plan Key Decision - Yes Public Access - Open To present the Dorset Innovation Park Business Plan for the coming year.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 4 Feb 2026	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Managing Director – Dorset Innovation Park Ltd</i> <i>Executive Director, Place (Jan Britton)</i>
Support contract Key Decision - No Public Access - Open To update the committee on progress towards finalising the Support Contract between Dorset Council and Dorset Innovation Park Ltd.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 4 Feb 2026	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Nick Webster, Head of Growth and Regeneration</i> <i>nicholas.webster@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (Jan Britton)</i>
April 2026				

Managing Director's report Key Decision - No Public Access - Open To consider a report of the Managing Director – Dorset Innovation Park Ltd.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 13 Apr 2026	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Managing Director – Dorset Innovation Park Ltd</i> <i>Executive Director, Place (Jan Britton)</i>
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Subject / Decision	Decision Maker	Date the Decision is Due	Cabinet Member	Officer Contact
Dorset Council Officer update Key Decision - No Public Access - Open To receive a report of the Head of Growth and Economic Regeneration.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date 13 Apr 2026	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Nick Webster, Head of Growth and Regeneration nicholas.webster@dorsetcouncil.gov. uk Executive Director, Place (Jan Britton)</i>
Annual items				

Dorset Innovation Park Ltd Business Plan (January) Key Decision - Yes Public Access - Open To agree the Dorset Innovation Park Ltd Business Plan for the year ahead.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Managing Director – Dorset Innovation Park Ltd Executive Director, Place (Jan Britton)</i>
Dorset Innovation Park Ltd (October/November) Key Decision - No Public Access - Open To outline the emerging Dorset Innovation Park Ltd Business Plan for the coming year.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Managing Director – Dorset Innovation Park Ltd Executive Director, Place (Jan Britton)</i>

Subject / Decision	Decision Maker	Date the Decision is Due	Cabinet Member	Officer Contact
Dorset Innovation Park Annual Report (April/May) Key Decision - Yes Public Access - Open To agree the annual report for the past year.	Decision Maker Shareholder Committee for Dorset Innovation Park Ltd	Decision Date	Deputy Leader and Cabinet Member for Property & Assets and Economic Growth	<i>Managing Director – Dorset Innovation Park Ltd</i> <i>Executive Director, Place (Jan Britton)</i>

Private/Exempt Items for Decision

Each item in the plan above marked as 'private' will refer to one of the following paragraphs.

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the shadow council proposes:-
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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Shareholder Committee for Dorset Innovation Park Ltd

3 November 2025

Shareholder Agreement between Dorset Council and Dorset Innovation Park Ltd

For Review and Consultation

Report Author: Kevin Forshaw

Job Title: Dorset Innovation Park Managing Director

Tel:

Email: kevin.forshaw@dorsetinnovationpark.co.uk

Report Status: Part Exempt (Appendix 1 – Exempt para 3)

Brief Summary:

This report presents the Shareholder Agreement between Dorset Council and Dorset Innovation Park Ltd for confirmation by the Shareholder Committee.

Recommendation:

Shareholders are recommended to note and confirm the proposed Shareholder Agreement.

Reason for Recommendation:

1. Report

- 1.1 The Council owns and manages Dorset Innovation Park, a large industrial estate with Enterprise Zone status near Wool. A Cabinet decision taken in November 2024 reviewed potential management options and agreed the formation of an arm's length company as the preferred management arrangement for the Innovation Park.
- 1.2 In March 2025 Cabinet approved the formation of a wholly owned but independent Dorset Council trading company limited by shares. The Council has a 100% shareholding in the company, which was incorporated at Companies House on 13 June 2025.

- 1.3 As part of the agreed governance framework covering the relationship between Dorset Council and Dorset Innovation Park Ltd (the Company) a Shareholder Agreement is required to be agreed by both parties.
- 1.4 A Shareholder Agreement is a legally binding contract between a company's shareholder (Dorset Council) and the company. It defines their rights, obligations and the management and governance of the company.
- 1.5 The draft Shareholder Agreement is presented as an exempt appendix to this report for confirmation by the committee. It was drafted with support from Dorset Council's Legal Services Team and incorporates initial comments from Dorset Innovation Park Ltd.
- 1.6 This report is presented on behalf of Dorset Innovation Park Ltd and requests the Shareholders note and confirm the Shareholder Agreement.
- 1.7 The March 2025 Cabinet Decision agreed delegation of authority to the Executive Director Place in consultation with the Director Legal and Democratic, Executive Director Corporate Development and the Cabinet Portfolio Holder for Assets, Property and Economic Growth to approve the detailed implementation plans for the Company including the Shareholder Agreement on behalf of Dorset Council.
2. **Financial Implications**
 - 2.1 A projected Financial Model for Dorset Innovation Park Ltd was presented to Cabinet on 25 March 2025. This decision has no direct financial implication.
3. **Natural Environment, Climate & Ecology Implications**
 - 3.1 N/A
4. **Well-being and Health Implications**
 - 4.1 N/A
5. **Other Implications**
 - 5.1 None at this stage.
6. **Risk Assessment**

N/A
7. **Equalities Impact Assessment**

N/A

8. **Appendices**

Shareholder Agreement between Dorset Council and Dorset Innovation Park Ltd. – Exempt (Paragraph 3)

9. **Background Papers**

[Cabinet Report 25 March 2025 - Dorset Innovation Park – Arm's Length Management Company Final.pdf](#)

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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