

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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