

## DRAFT MINUTES

### ENTERPRISE ZONE COMMITTEE MEETING MINUTES

**28 June 2022 (3pm – 5pm), MS Teams Video Conference**

#### Attendees:

John Sutcliffe (JSu) Chair, Dorset LEP Board Member  
 Peter Hopkins (PH), Dorset Council (attended on behalf of John Sellgren)  
 Cecilia Buffon (CB), Dorset LEP Board Chair  
 Anwen Jones (AJ), Department of Business, Enterprise & Industrial Strategy (BEIS)  
 Dr Corrina Osborne (CO), Dorset LEP

#### Other Attendees:

Daniela Doncakova (DD), Dorset LEP  
 Alex Clothier (AC), Dorset Council  
 Jon Bird (JB), Dorset Council  
 Joanne Haskins (JH), Project Manager, BattleLab (attended on behalf of Glenn Richardson)  
 Martina Hanulova (MH), Dorset LEP

#### Apologies:

Cllr Tony Ferrari (TF), Dorset Council  
 John Sellgren (JSe), Dorset Council  
 Glenn Richardson, British Army

Item	Welcome, Apologies and Declarations of Interest	Action
1.	<p>JSu welcomed the attendees to the meeting, especially AJ and PH as this was their first meeting.</p> <p>Apologies were received from TF, JSe who was represented by Peter Hopkins and GR who was represented by JH.</p> <p>JH advised that GR has delegated the attendance of the Committee to her going forward as the MoD representative.</p> <p>No declarations of interest were stated.</p>	
Item	Minutes and actions from previous meetings	Action
2.	<p>Minutes from the February 2022 meeting were approved by the Committee.</p> <p>All actions from the previous meetings have been addressed.</p>	
Item	Committee Membership	Action
3.	<p>The Committee agreed to appoint TF as the new Committee Chair, in principal, and CB as the Committee Deputy-chair.</p> <p><b>Action #10:</b> TF to confirm the acceptance of the Chair appointment.</p> <p>CB agreed to deputise for TF, as and when required.</p>	TF
Item	DIP Business rates generation update	Action
4.	<p>The Committee thanked TF &amp; JSe for their hard work, however, there is still a lot of work involved to provide the detail.</p> <p>Dorset Council Cabinet approved £3.1m of investment, and £11.5m was noted to be approved in 23/24:</p> <p>Decision:</p> <p>(a) That funding (£3.1m plus 20% contingencies) for the delivery of ten new light industrial units (Quadrant 2) at Dorset Innovation Park (DIP), be approved.</p> <p>(b) That authority be delegated to the Executive Director for Place in consultation with the Portfolio Holder for Economic Growth, Assets &amp; Property, and the Section 151</p>	

## DRAFT MINUTES

	<p>Officer, to implement the Quadrant 2 proposals, as set out in the paper to Cabinet on 21 June 2022.</p> <p>(c) That the outline four-year capital investment plan for DIP estimated at £11.5m plus 20% contingencies, be noted (formal funding approval will be sought through the 2023/24 budget setting process).</p> <p>For more information on the decision, the full proposal can be found <a href="#">here</a>.</p>	
<b>Item</b>	<b>DIP reporting summary</b>	<b>Action</b>
5.	<p>AC provided an update on the reporting. He advised:</p> <p>There has been an increase over the year in job numbers for the park, even though there was not an increase in the last quarter, an increase is expected for Q1 FY 22/23.</p>	
<b>Item</b>	<b>DIP investment plan update &amp; targets</b>	<b>Action</b>
6.	<p>JB provided an update on the review of jobs and sqm targets.</p>	
<b>Item</b>	<b>DIP governance vs BattleLab governance</b>	<b>Action</b>
7.	<p>Dorset LEP will still provide strategic outlook for the site and the link into central government as well as political engagement. Dorset Council will take on the administration of the DIP with TF as the Chair and CB as the Deputy-chair.</p> <p>The membership will remain as it is with MoD, Dorset Council, Dorset LEP and BEIS and JSu will continue as an independent member.</p> <p>CB thanked JSu for his time as the Chair.</p>	
<b>Item</b>	<b>Academic presence on DIP update</b>	<b>Action</b>
8.	<p>Meetings were held with representatives of eight leading universities all of whom are interested in collaboration with the BattleLab project. Follow up meetings are being arranged.</p>	
<b>Item</b>	<b>DIP energy infrastructure update</b>	<b>Action</b>
9.	<p>Dorset Council is trying to decarbonise the site as much as possible.</p> <p>JSu thanked CO for all the work for the energy subcommittee.</p>	

Note: Date of Next Meeting – 26 October 2022 (10am -12pm)