

## Hampshire Prosperity Partnership Board

Date: **Tuesday 11 June 2024**

Time: **14:00 – 16:00**

Location: **Chute Room, Hampshire County Council**

**Present:** Cllr Nick Adams-King (NAK) Leader HCC  
 Carolyn Williamson (CW)HCC  
 Gary Westbrook (GW) HCC  
 Natalie Wigman (NW), HCC  
 Cllr Phil North (PN) Leader TVBC  
 Cllr Martin Tod (MT) Leader WCC  
 James Hassett (JH) (Freeport)  
 Simon Watson (SW) Milestone Inf.  
 Mark Smith (MS) University of Southampton

Sarah Greer (SG) Winchester University  
 Paul West (SW) Kelda Showers  
 Alastair Welch (AW) Associated British Ports  
 Fiona Stillwell (PETA)  
 Nicola Kildunne (NK) FSB  
 Laura Read (LR) Marwell Wildlife  
 Barney Ely (BE) Hays  
 Michelle Wells (MW) HCC (Minutes)

**Apologies:** Mike Gaston (Havant College)  
 Ross McNally (Hampshire Chamber of Commerce)  
 Jo Butler (Frank Butler Farms Ltd)

		Action
<b>1.</b>	<b>Welcome and Introductions</b>	
	NAK welcomed everyone to the meeting, apologies were noted, and introductions were made. NAK also wished to reflect on and to thank Cllr Rob Humby for the work that he had undertaken on this.  CW left after this agenda item.	
<b>2.</b>	<b>HPPB Purpose and Terms of Reference (GW)</b>	
2.1	The TOR are the foundation for this board and GW would welcome any comments, particularly around the purpose and scope, as we need to summarise in less than 25-30 words why we are here.  The appointment of a Vice-Chair was discussed, and it was proposed that GW and NW will make contact with you all to seek nominations between now and the next meeting.	<b>HCC</b>
2.2	There was also a discussion about the formal governance and decision making of the Board. Due to the requirement to link in with the HCC Cabinet for decision making cycle, a member of Cabinet needs to attend each meeting. Therefore, it is proposed that if the Leader (NAK) is unable to attend a meeting, Cllr Zoe Huggins will attend as the formal decision maker in his place. To enable her to be able to engage fully in the	

	<p>meetings when she is required to play a significant role it was proposed that Cllr Zoe Huggins attends all Board meetings as an observer in line. NAK confirmed that ZH would not have a vote, only to be an observer.</p> <p><b>All agreed that they were happy for ZH to be an observer at these meetings.</b></p>	
2.3	<p>The Board noted the following in relation to the TOR:</p> <ul style="list-style-type: none"> <li>• There is no specific mention of a skills strategy, and how the Board will retain its relationship with the skills board.</li> <li>• There needs to be links into the wider work that the Council does i.e. the transport plan so it can link with the economic strategy. There was a proposal to create a document repository for quick reference to relevant strategies and policies. It was recognised that it is important to establish what the priorities for the Board are in order to establish where the gaps are.</li> <li>• The Board must not duplicate work being done in other partnerships and organisations.</li> <li>• The Board needs to think about how to engage with the other parts of Hampshire that are not covered by its geographic responsibilities. SCC are working with PCC and IOW on procuring an economic strategy. It is important the Board finds a way to link in with this work. It was proposed that one way of managing the link with the Solent area would be to have an observer on the Board.</li> <li>• The Board recognised that there is a need to collaborate on a wider scale (not just the three Solent unitary councils, and that the best way to do this is through a sector-based approach.</li> <li>• The Board thought that the TOR needs to be more aspirational.</li> </ul> <p><b>All agreed that they are content with the overarching scope moving forward.</b></p>	
<b>3.</b>	<b>HPPB Forward Plan 2024 (NW)</b>	
3.1	<p>There are three critical bits of work needed in the short-term. The first is to produce or update an Economic Strategy within six months of the new functions being in place. The proposal is that HCC refresh the existing Hampshire Economic Strategy, which is just over a year old. The Economic Development Team are doing some initial work to update the data and are removing anything that is no longer fit for purpose. The aim is to bring it to the Board for approval at the October meeting but there will be an opportunity to comment on the draft beforehand.</p>	
3.2	<p>We are looking to align a refresh of the skills strategy with the economic one, slightly more work is needed on this, but we will do it in a similar timeframe. There isn't the same requirement from Government in terms of a six-month deadline which does provide some flexibility if needed.</p>	
3.3	<p>One of the suggested outputs is a two-year Delivery Plan – Two years might not be the right timeframe, depending on what the Board priorities are so this can be flexible.</p>	

3.4	A question was asked on how are we capturing the work that the previous LEP did and what are the resources available to the Board? At the current time this has not been done as it is important that the Board focuses on identifying its priorities first. We do not have a final figure on the legacy funding as we are still tying things up with PCC, but we should be able to confirm this at the next meeting.	<b>HCC</b>
3.5	It was suggested that it may be worth mapping out what the LEPs have done, and what we wish to continue/what we cannot do. HCC committed to undertaking this work.	<b>HCC</b>
3.6	It was suggested that it would be good to have a documents library to include strategies etc to refresh the Board – HCC will explore practicalities on this.	<b>HCC</b>
<b>4.</b>	<b>Governance Arrangements (NW)</b>	
4.1	This paper summarises the governance arrangements of the three proposed sub-groups to the Board. Work has begun on the skills partnership, and we have had a number of meetings with universities, colleges, and skills providers.	
4.2	For the skills forum it is proposed to have a core steering group made up of a small number of those representing key providers, which can then feed out to a wider group. In order to keep strong links with the Board it is recommended that the Chair of the Skills Forum is one of the skills representatives on the Board.	
4.3	<p>A key item that came out of the discussions with the skills providers was the need to engage with businesses. It is proposed that there is a business forum as one of the sub-groups which could take on this role. Three options were considered by the Board and a variation to Option Three was agreed (to have a wider business forum, but with a core group that works closely with the Board).</p> <p>Whilst the Board were in agreement that having a fluid and flexible business forum is important there was a strong feeling from the Board that there needs to be clarity from the Board on what it wants to achieve first and that it is too soon to put the Business Forum in place.</p> <p>The Board agreed that it was important for the Chair from each of the forums to be a member of this Board.</p>	
4.4	Further work on the Business Forum will be developed and brought back to the next Board meeting. NW asked if the business members of the Board would be prepared to give a view on the work as it develops, and they agreed to assist.	<b>HCC</b>
<b>5.</b>	<b>Dates of Future Meetings (NAK)</b>	
5.1	<p>It was agreed that HCC will host the August and October meetings in-person and then reviewed with the possibility of alternating with a virtual meeting. A request was made for a hybrid option for people who may already have commitments for the next couple of meetings but are keen to attend still.</p> <ul style="list-style-type: none"> <li>• 29 August 2024 14:00 – 16:00 HCC</li> </ul>	

	<ul style="list-style-type: none"><li>• 11 October 2024 09:00 – 11:00 HCC</li><li>• 21 November 2024 10:00 – 1200 venue TBC</li></ul>	
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