



ISLE OF ANGLESEY AND GWYNEDD LOCAL SERVICES BOARD

**Minutes of the meeting held on 18th December, 2014
at 2.30pm in Coleg Menai, Bangor**

- PRESENT:**
- Dawn Docx, North Wales Fire and Rescue Service
 - Walis George, Grŵp Cynefin **(Chair)**
 - Geraint Hughes, North Wales Fire and Rescue Service
 - Jerry Hunter, Bangor University
 - Bethan Jones, Isle of Anglesey County Council
 - Cllr John Arwel Roberts, Isle of Anglesey County Council (deputising for Leader of Isle of Anglesey County Council)
 - John R Jones, Medrwn Môn
 - Cllr Dyfrig Siencyn Lewis, Cyngor Gwynedd (deputising for Leader of Gwynedd Council)
 - Ian Rees, Grŵp Llandrillo Menai
 - Sioned Rees, Welsh Government
 - Dilwyn Owen Williams, Gwynedd Council
 - Emyr Williams, Snowdonia National Park Authority
- In attendance:**
- Geraint George, Cyngor Gwynedd
 - Anwen Davies, Cyngor Gwynedd
 - Rhian Bayley-Hughes, Cyngor Gwynedd

1. **APOLOGIES**

Peter Newton, North Wales Police (**Vice-Chair**)

Andrew Jones, Betsi Cadwaladr University Health Board/Public Health Wales

Andy Jones, Wales Probation

Marian Jones, Independent Board Member Betsi Cadwaladr University Health Board

Ieuan Williams, Leader of the Isle of Anglesey County Council

Trevor Purt, Betsi Cadwaladr University Health Board

Julian Sandham, Office of the Police and Crime Commissioner North Wales

Bethan Russell Williams, Mantell Gwynedd

Richard Parry Jones, Isle of Anglesey County Council

2. **WELCOME**

The Chair welcomed Ian Rees to his first meeting of the Local Services Board and in his capacity as the new Principal of Coleg Menai (Bangor).

3. **MINUTES OF MEETING HELD ON 28TH NOVEMBER, 2014**

The minutes of the meeting of the Local Services Board convened on 28th November, 2014 were confirmed as being an accurate record of the discussions.

No matters arising thereon.

4. **LOCAL SERVICES BOARD - KEY SHARED PRIORITIES**

Submitted – an update report on progress to date in developing the 3 Key Shared Priorities and underpinning Enablers following decisions made at the last meeting of the Board convened on 28 November, 2014

Below is a resume of the considerations:

- In accordance with agreements at the meeting of the Local Services Board of 28 November, 2014, this next development stage would prioritise the work of articulating the:
 - i. Proposals for improving performance through collaborative working;
 - ii. Desired citizen and organisational outcomes per Proposal;
 - iii. Evidence base for each Proposal;
 - iv. Contribution of LSB partners to each work-stream;
 - v. Delivery structure and governance under the Local Services Board to progress each Key Priority and Enabler.
- The Board had endorsed the following timeline to underpin this next critical step in the transformation of the LSB:

Initial conversation at LSB to broadly identify key shared priorities.	Translate LSB deliberations into 3 key priorities & underpinning enablers.	LSB endorsement to progress:- <ul style="list-style-type: none"> • 3 key priorities & enablers • Delivery structure & governance • Leads for each work-stream. 	Establish Interim Delivery Sub-Group.	Progress report to LSB 18/12/14.	Progress report to LSB 27/01/15 LSB sign off – delivery structure & governance .	Fully articulate each key priority & enabler. [Dec – Feb, 2015]	Draft high level proposals on 3 key priority work streams to LSB	LSB sign off – work-streams of 3 key priorities & underpinning enablers.
Sept, 2014	Oct, 2014	Nov, 2014	Dec, 2014	Jan, 2015		Mar, 2015	June, 2015	

- The first meeting of the newly established Delivery Sub-Group had been convened on 28 November, 2014. In accordance with agreements made by the Sub-Group, correspondence had been circulated earlier this month by the Chair of the Board to all LSB partners seeking clarity on how they might contribute to implementation of the 3 Key Priority work-streams. It had also been resolved to convene the first meetings of the 3 work-stream project teams during January, 2015;
- The key questions to be posed to each LSB partner organisation as the approach to further developing each of the work-streams had been refined to reflect conversations at the meeting of the Board convened on 28 November, 2014:
 - Q1. What are the key issues for citizens & each partner organisation in respect of each Key Priority/Enabler?**
 - Q2. What else do we need to know?**
 - Q3. What are the organisational outcomes for each LSB partner?**
 - Q4. What structures already exist to address these outcomes/issues?**
 - Q5. Are there any gaps?**
 - Q6. Do we need to be more joined up – what can we do better together for the citizens of Gwynedd & Ynys Môn?**
 - Q7. What are the commitments from each LSB partner?**
 - Q8. Are there any alignments to other existing strategic plans?**
- Work was in progress to develop programme management arrangements to underpin this next critical stage in developing the Board’s Key Priorities. Any specific, separate work-streams appertaining to the Enablers would be considered as part of the Key Priority work-streams.
- As an initial step, it was the intention to call the first meeting of each Key Priority project team in January, 2015 in order to:
 - i. Articulate what a good system looked like;
 - ii. Identify what could be done better together;
 - iii. Identify what information/data was required (evidence base).

- Confirmation had been received from the Health Board that it would be leading on Key Priority 1 – Older People but the LSB had not yet been advised of the lead officer. The Local Services Board reflected on its challenging timeline (above) for completing its initial work on the Key Priority work-streams and had a dialogue around partner agencies sharing lead responsibility over the coming weeks.

RESOLVED:

- **Note progress to date on developing the Key Shared Priorities & Enablers for the next 3-5 years;**
- **Note that work was currently on track and to timescale;**
- **In light of the challenging timeline for completion of the initial work on the Key Priority work-streams, accept the offer of Bangor University that Professor Jerry Hunter temporarily resume responsibility as the LSB lead for the Older People’s work-stream. This interim arrangement would continue until details of the Health Board lead officer had been confirmed.**

5. PRESENTATION TO THE BOARD – Implications of the Commission on Public Service Governance & Delivery / Wellbeing of Future Generations Bill

Sioned Rees, Welsh Government presented to the Board on the implications of the Williams Report/Wellbeing of Future Generations Bill.

The following points were noted in particular during the discussion that followed the presentation:

- Proposed Wellbeing Plans needed to be based on an assessment of wellbeing of the area it served, clearly and concisely summarising the key priorities of the Public Services Board (PSB – to replace the Local Services Board from April, 2016). It was not the intention for these Plans to be overly complex, technical documents;
- Wales Audit Office (WAO) would be charged with auditing the robustness of the Wellbeing Plans (which would replace the current Single Integrated Plans) and their implementation. There was currently no detail available around how WAO might measure success;
- Welsh Government had very recently announced a grant offer to Chief Executives of Local Authorities (£30k per Local Authority area) to support preparatory work in readiness for responding to the new duties. Grant conditions to be advised in the New Year;
- In light of likely Royal Assent in April, 2015, there would be an expectation for partners to prepare for the new duties as follows –
 - i. Undertake an assessment of wellbeing of Gwynedd & Ynys Môn – to commence from April, 2015. Welsh Government Guidance to be available in January, 2015;

- ii. Establish a Public Services Board (to replace the Local Services Board) – membership to reflect statute. This process to include an induction process for the new Board prior to it becoming statutory from April, 2016.

RESOLVED:

- **Include the Wellbeing of Future Generations Bill as a standing item on the agenda of the Board;**
- **Consideration be given at the next LSB meeting to how the Board might utilise Welsh Government grant monies to support preparations in readiness for the new duties (total sum of £60k for Gwynedd & Ynys Môn during 2015/16).**

6. ROUND TABLE DISCUSSION – PARTNERS’ FINANCIAL PLANS: 2015/16

Each LSB partner was invited to share their respective organisation’s financial plans in respect of 2015/16. A resume of these plans is attached (**APPENDIX 1**).

RESOLVED:

- **Note partners’ current financial plans in respect of 2015/16;**
- **Note that financial plans of the Health Board would be available at the next meeting of the Board;**
- **Create a bank of financial information [Rhian Bayley-Hughes as a conduit];**
- **Include as a standing item on the agenda of the Board.**

7. BOARD DEVELOPMENT PROGRAMME –

RESOLVED to adjourn until the next LSB meeting on January 27th, 2015.

8. GWYNEDD AND ANGLESEY LSB FORWARD WORK PROGRAMME

Submitted – a report on the robustness of the current forward work programme of the LSB for 2014/15 following initial steps taken by the Board over the past 6 months or so to transform itself. It was noted that the Forward Work Programme had been reviewed to reflect conversations and decisions of the Local Services Board at its last meeting (convened 28 November, 2014).

RESOLVED:

- **With the following additions, it was confirmed that the revised Forward Work Programme was sufficient and robust to underpin the deliberations of the Local Services Board to year end (March, 2015):**
 - a. **LSB Joint Scrutiny Arrangements – January, 2015;**
 - b. **Alignment of Corporate Plans/Single Integrated Plan work-stream – March, 2015;**

c. Partnership collaboration/new duties (Wellbeing of Future Generations) – March, 2015.

- **Submit an outline 2015/16 Forward Work Programme for consideration by the LSB at its meeting on March 31st, 2015.**

9. ANNUAL REVIEW - LOCAL SERVICES BOARD AND JOINT SINGLE INTEGRATED PLAN

Submitted – a report considering the requirement to undertake an Annual Review of the Local Services Board and its Single Integrated Plan (SIP) and outlining how the LSB might progress with its 2014/15 review in a meaningful way.

Below is a resume of the considerations:

- National statutory guidance (*Shared Purpose, Shared Delivery*; Welsh Government, June 212) cited LSBs as being responsible for reviewing and reporting annually on progress to the public, Welsh Government, democratically elected members and LSB member organisations;
- Further transformational work had been programmed over the coming months to enable the Board to begin to fully realise its emerging new ambition and strategic direction;
- The final draft of the joint Gwynedd and Ynys Môn Single Integrated Plan (SIP) had been considered by the Board at its meeting in March, 2014. The SIP was subsequently published in August, 2014 as a working document to be revisited over the course of the next year – in order to reflect the outcomes of the Board's transformation journey;
- It was considered timely that the Local Services Board gave initial consideration to how it might undertake an Annual Review of itself and the Single Integrated Plan (in respect of 2014/15) to commence from April, 2015;
- It was considered pertinent in light of the current audit of the LSB by the Wales Audit Office to ensure that the Annual Review of 2014/15 was not overly ambitious. There was a view that strategic development and business support capacity available to the Board should be prioritised in support of future developments of the LSB – rather than reflecting back on previous activity;
- Engagement work with citizens should not form part the 2014/15 Annual Review – until the Board was able to begin to evidence tangible progress against its Key Priority work-streams.

RESOLVED:

- **Undertake an Annual Review in respect of 2014/15 (commencing in April, 2015) underpinned by the following guiding principles:**
 - i. Creative but proportionate approach avoiding anything overly ambitious;**
 - ii. Reflective of the ambition and emerging strategic direction of the Board;**

- iii. **Collaborative review process – aiming to result in a couple of recommendations for the LSB.**
- **The review process to also include consideration of whether the current partnerships structure was fit for purpose in supporting the LSB to move forward with its key priorities/transformation journey.**

ANY OTHER BUSINESS

10. NORTH WALES REGIONAL LEADERSHIP BOARD

The Chair advised the Board of recent attendance by himself and the Senior Partnerships Manager at a meeting of LSB Chairs and Partnership Managers with representatives of the Regional Leadership Board and which was chaired by the Chief Constable, North Wales Police. The dialogue had acknowledged:

- General lack of clarity around the role & purpose of regional boards;
- Need to plug information gaps – regionally and sub-regionally;
- Desire to ensure more formal local/regional dialogues to the future;
- A will to create a dynamic for collaboration between LSBs and regional boards.

RESOLVED:

- **Board members supported the Chair and Senior Partnerships Manager to continue to represent the Gwynedd and Anglesey LSB at future regional meetings scheduled to be convened over the coming months.**

11. DATE OF NEXT MEETING

RESOLVED to note the arrangements made to convene the next meeting of the Local Services Board on 27 January, 2015 at 2pm in the Seminar Room, Coleg Menai, Bangor, Gwynedd.

Agenda Items:

- LSB Key Shared Priorities – progress reports;
- Forward Work Programme – for review;
- LSB Joint Scrutiny Arrangements – for consideration;
- Round Table Discussion on Financial Plans of each partner (2015/16);
- Board Development Programme – for consideration;
- Partnerships Structure – for initial consideration.

Closed at 4.30pm