

<u>Attendees</u>	
Board Members:	
Councillor Huw Thomas (Chair)	Leader, Cardiff Council (CC)
Ceri Phillips	Vice Chair, Cardiff & Vale University Health Board (C&V UHB)
Suzanne Rankin	Chief Executive, C&V UHB
Claire Beynon	Executive Director of Public Health, C&V UHB
Paul Orders	Chief Executive, CC
David Letellier	Head of Operations South Wales Central, Natural Resources Wales (NRW)
Danny Richards	Chief Superintendent, South Wales Police (SWP)
Emma Wools	Police and Crime Commissioner South Wales (PCC)
Dan Jones	Head of Community Safety and Violence Prevention, OPCC
Sheila Hendrickson-Brown	Chief Executive Officer, C3SC
Eirian Evans	Probation Delivery Unit (PDU) Head, National Probation Service (NPS)
Zenny Saunders	Deputy Director of Post-Compulsory Education and Training Reform, Welsh Government (WG)
Apologies:	
Charles Janczewski (Vice Chair)	Chair, C&V UHB
Marie Davies	Interim Director of Strategy and Planning, C&V UHB
Sarah McGill	Corporate Director People and Communities, CC
Gareth Evans	Group Manager Cardiff and Caerphilly, SWFRS
Other attendees:	
Gareth Newell	Head of Performance and Partnerships, CC
Sian Sanders	Head of Community Safety & Cohesion, CC
Abigail Streeter	Planning and Improvement Officer, CC
Miki Miyata-Lee	Senior Officer People & Places, NRW
Alex Staples	C&V UHB
Lauren Jones	Station Manager, South Wales Fire and Rescue Service (SWFRS)
Mathew Lewis	Superintendent, SWP
Rebecca Stewart	Principal Public Health Practitioner, C&V UHB
Suzanne Wood	Consultant in Public Health Medicine, C&V UHB
Victoria Highgate	Cardiff Commitment Programme Manager, CC
Gareth Macarthy	Social Value Officer, CC

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1.	<p>Welcome/ Apologies</p> <p>Cllr Thomas opened the meeting and noted apologies as above.</p>	
2.	<p>Minutes and Actions</p> <p>Cllr Thomas noted that the actions in the minutes of the previous meeting held on 10 July 2024 are largely complete.</p> <p>In terms of the action related to developing a paper which outlines what specific decarbonisation projects would benefit from a collaborative approach, it was noted that the September 2024 meeting of the Climate Emergency Board was utilised to discuss collaboration opportunities. When the opportunities have been firmed up, the paper will be developed and put to relevant Boards.</p> <p>The PSB agreed to approve the minutes of the previous meeting held on 10 July 2024.</p>	
3.	<p>Community Safety and Safeguarding</p> <p><u>General Update</u></p> <p>Sian Sanders provided the Board with a general community safety and safeguarding update. Updates included:</p> <p><i>Community Safety</i></p> <ul style="list-style-type: none"> • Protection zones ('Safe Access Zones') around abortion clinics will be in force from 31 October 2024. The law will apply within a 150-metre radius of the abortion service provider. Anyone found guilty of breaking the law will face an unlimited fine. • The Dyfodol Service has been relocated; the service now operates across three bases, located in Cardiff, as a temporary solution. • Work is ongoing to recommission the Substance Misuse Offender Intervention Service, currently delivered by the Dyfodol consortium. <p><i>Safeguarding</i></p> <ul style="list-style-type: none"> • A focus continues to be placed on the efficiency and quality of safeguarding reviews. There will be a transition to Single Unified Safeguarding Review arrangements from October 2024. An Implementation Plan is in place, and an Audit Framework has been agreed. 	

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	<p data-bbox="212 181 531 215"><u>Right Care, Right Person</u></p> <p data-bbox="212 271 1214 349">Superintendent Mathew Lewis provided the Board with an update regarding the Right Care, Right Person (RCRP) programme.</p> <p data-bbox="212 405 1198 663">A phased approach to delivery continues. Phase 1, regarding Concern for Welfare calls, went live on 26 February 2024. It is estimated that 17,100 Concern for Welfare calls have been received over the 29 weeks since launch, with a deployment rate of 44% - i.e. 7,811 calls were ultimately attended by the Police. To date, no incident has required intervention from Independent Office for Police Conduct (IOPC).</p> <p data-bbox="212 719 1187 842">In terms of Policing outcomes, there has been a reduction in Grade 2¹ response times; 999 and 101 call waiting times have reduced; and positive outcome rates have improved from 10% to 14.1%.</p> <p data-bbox="212 898 1192 1021">Phase 2, regarding either people who have walked out of a healthcare setting or are absent without leave (AWOL) from health facilities, went live on 16 September 2024.</p> <p data-bbox="212 1077 1211 1290">Between 16 September and 28 September, 39 'walk out' and 'AWOL' calls were received across South Wales in total; eight calls were received in the Cardiff and Vale of Glamorgan area. Seven calls were walk outs and one was AWOL. The overall deployment rate was 25% in the Cardiff and Vale of Glamorgan area.</p> <p data-bbox="212 1346 876 1379">The following points were raised by PSB members:</p> <ul data-bbox="212 1435 1214 1917" style="list-style-type: none"> <li data-bbox="212 1435 1177 1559">• Claire Beynon raised the issue of ensuring that RCRP does not worsen existing health inequities. Claire stressed the need for assurance that health inequities are not being widened as a result of the programme. <li data-bbox="212 1615 1214 1917">• Superintendent Lewis acknowledged the involvement of South Wales Police's Equality, Diversity and Inclusion Team in the planning stages of RCRP, however, recognised that capturing data remains a challenge. Superintendent Lewis noted efforts to improve information gathering by call handlers to better assess risk during calls. Superintendent Lewis emphasised his commitment to continue stakeholder engagement in this area. 	

¹ Serious incidents that need urgent police action but don't have a life-threatening risk.

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	<ul style="list-style-type: none"> • Superintendent Lewis mentioned that the Force has received funding to conduct an evaluation of the RCRP Programme. This work is still in its early stages, with the scope yet to be finalised, but procurement processes have commenced. The aim is to begin the evaluation early next year. • PCC Emma Wools praised South Wales Police for leading this work, noting that no other Police Force has undertaken something similar. Emma highlighted the importance of independent assurance and scrutiny that the evaluation will provide. • Claire Beynon asked if the evaluation could include an item on equity. Superintendent Lewis agreed to check if this could be added. • Sheila Hendrickson-Brown inquired if community members would be involved in the evaluation. Superintendent Lewis responded that that the full scope is still under discussion, including decisions on who will be consulted. Sheila suggested that C3SC could be a research partner and facilitate community engagement sessions. • Cllr Thomas asked about engagement with partners regarding Phases 3 and 4 of the RCRP programme, which are scheduled to launch on 3 February 2025. • Superintendent Lewis responded that a partnership group, chaired by the NHS Executive, is already in place, along with several Task and Finish groups. There is also ongoing dialogue on an all-Wales level. <p>Action:</p> <ul style="list-style-type: none"> • Superintendent Lewis to: <ul style="list-style-type: none"> - Check if equity can be included in the evaluation brief of the Right Care, Right person programme. - Explore the possibility of involving C3SC as a research partner in the evaluation of the programme, facilitating community engagement sessions. <p><u>Police and Crime Plan</u></p> <p>Dan Jones provided the Board with an update on the development of the Police and Crime Plan:</p>	<p style="text-align: center;">Superintendent Mathew Lewis</p>

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	<ul style="list-style-type: none"> • Emma Wools is in her first term as Police and Crime Commissioner (PCC) for South Wales, having been elected on 3 May. One of her key responsibilities as a newly elected PCC is to issue a comprehensive Police and Crime Plan which reflects local priorities. This is a statutory requirement, with the Plan to be published by the end of the financial year 2024/25. • The Commissioner is committed to ensuring that her priorities reflect the needs and views of local people, victims and communities. To achieve this, a public consultation was launched on 5 August and will run until 14 October. Feedback is being gathered by a community survey. To further support engagement, a ‘Tell Emma’ Community Grant Scheme has been launched. The initiative offers grants of up to £500 to grassroots and community organisations to lead consultation activities, particularly those working with diverse and marginalised communities. • While the formal public consultation ends on 14 October, community engagement will continue through November. The Commissioner will be visiting each local authority area to engage with businesses, community groups, organisations and elected members. A session is scheduled in Cardiff on 29 October. • The Commissioner is also keen to hear from PSB members on her proposed priorities. A Feedback Form has been created for stakeholders to provide their feedback, with the deadline for submissions set for 11 November. <p>The PSB agreed to support the Police and Crime Commissioner in seeking views on her priority areas by providing feedback on the priorities.</p> <p>Actions:</p> <ul style="list-style-type: none"> • Feedback Form, where stakeholders can provide their feedback on the Police and Crime Plan, to be shared with PSB members. <p><u>Ely and Caerau Community Plan</u></p> <p>Sian Sanders provided the Board with an update on the Ely and Caerau Community Plan:</p> <ul style="list-style-type: none"> • All actions within the plan are RAG-rated green, with no concerns to escalate. 	<p>PSB Secretariat</p>

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	<ul style="list-style-type: none"> • Two further Community Steering Group meetings have taken place following publication in May, with stakeholders satisfied with progress. • A six-month report is being drafted and will be circulated once complete. <p>Action:</p> <ul style="list-style-type: none"> • Six-month report of the Ely and Caerau Community Plan to be circulated to PSB Members once completed. <p><u>Migration</u></p> <p>Sian Sanders provided the Board with an update on migration:</p> <ul style="list-style-type: none"> • As of the end of July 2024, the total national supported population of asylum seekers was 102,931. This is an increase of 2,774 on the previous month. The total national accommodated population was 98,778. This is an increase of 2,774 compared to the previous month. • These figures are below June 2023 figures, since the completion of the Streamlined Asylum Processing project. • There is still a significant backlog of initial decisions and appeal cases. Confirmation of a short-and medium-term strategy from the new UK Government is awaited. • Councils will be responsible for helping British nationals arriving from Lebanon after the UK Government began an evacuation last week. Very few people are anticipated to arrive in Cardiff, if any. <p><u>Early Release Scheme for Prisoners</u></p> <p>Eirian Evans provided the Board with an update on the Early Release Scheme for prisoners in England and Wales, which commenced on 10 September:</p> <ul style="list-style-type: none"> • In Wales, fewer than 200 prisoners were released in the first phase, including around 40 in Cardiff and the Vale of Glamorgan. • The release was well managed, with partner agencies such as the Police, Dyfodol and Housing coordinating at a single location to meet the individuals as they were released. This approach ensure that all necessary safeguarding checks and risk assessments were completed. The process was considered a success. 	<p>PSB Secretariat</p>

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	<ul style="list-style-type: none"> • The next release is scheduled for 22 October, with fewer individuals involved – 25 prisoners are scheduled for release in Cardiff and the Vale of Glamorgan. After this, the process will transition to a ‘business as usual’ approach. • There is strong interest in continuing this multi-agency management model, particularly when managing larger groups of released prisoners. 	
4.	<p>Move More, Eat Well</p> <p>Suzanne Wood and Rebecca Stewart provided the Board with an update on the revised framework and implementation plan for Move More, Eat Well: Good Food and Movement.</p> <p>The new Framework will build on the work of Move More, Eat Well, recognising that improving the health of our population requires a whole system approach, which identifies the key levers for change - and action required - across all layers of the system. Priorities for change are therefore outlined in four key areas:</p> <ul style="list-style-type: none"> • Health Environments: To create an environment that enables, supports and promotes opportunities for good food and builds movement back into daily life. • Healthy People: To enable accessible and affordable opportunities for good food and movement that are equitable and inclusive for everyone throughout their lives. • Healthy Settings: To shape schools, workplaces and community settings, creating opportunities that enable, support and promote good food and movement. • Leadership and Enabling Change: Enabling change across the system through leadership, creating an enabling policy approach, building capacity and target support the needs of people and communities. <p>Gareth Newell emphasised the importance of strengthening governance to ensure that the priorities in the framework are delivered, unblocking and enabling change. Gareth noted that it will be important for each organisation to be aware of their responsibilities and ensure that the priorities are translated into business plans.</p> <p>The PSB agreed to endorse the Good Food and Movement approach, providing system leadership and supporting implementation.</p> <p>Action:</p> <ul style="list-style-type: none"> • Good Food and Movement Framework and Implementation Plan to be circulated to PSB Members when finalised. 	PSB Secretariat

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5.	<p data-bbox="212 181 628 215">Cardiff Race Equality Taskforce</p> <p data-bbox="212 259 1193 371">Gareth Newell provided the Board with an update on the observations and recommendations that have emerged following the year-end review of the Race Equality Taskforce:</p> <ul data-bbox="212 421 1214 1350" style="list-style-type: none"> <li data-bbox="212 421 1214 533">• The Taskforce were pleased with the commitment shown by Public Services in Cardiff and the progress made against the Taskforce’s original recommendations. <li data-bbox="212 577 1214 1238">• The Taskforce Chair has written to the PSB to summarise the Taskforce’s assessment of progress made so far, as well as further recommendations moving forward: <ul data-bbox="260 734 1201 1238" style="list-style-type: none"> <li data-bbox="260 734 1201 925">- Overall, substantial progress has been made in supporting employment, particularly within the Council, through several practical actions, which the Taskforce commended. However, the Taskforce recommended the need to focus on three key areas if it is to further advance Race Equality in Cardiff: <ol data-bbox="308 969 1114 1081" style="list-style-type: none"> <li data-bbox="308 969 826 1003">1. Diversifying the Council’s workforce <li data-bbox="308 1003 818 1037">2. Diversifying the School’s workforce <li data-bbox="308 1037 1114 1081">3. Fully leveraging Social Value to benefit local communities. <li data-bbox="260 1126 1121 1238">- The Taskforce also requested an update on the impact of the reforms to duty solicitor practices once in a position to review progress. <li data-bbox="212 1283 1174 1350">• The Taskforce has requested an update on the progress made against the areas of ongoing focus outlined in the Chair’s letter to the PSB. <p data-bbox="212 1395 1174 1619">Gareth noted that the work of the Taskforce has now concluded. Moving forward, it is proposed that the Taskforce’s new recommendations, along with any outstanding actions, be incorporated into the business plans of relevant organisations. From the perspective of Cardiff Council, this work has already been integrated into the Council’s new Equality, Diversity and Inclusion Strategy (2024-28).</p> <p data-bbox="212 1664 1193 1776">Gareth highlighted that it is proposed that the Public Services Equality Network, chaired by Sheila Hendrickson-Brown, monitor progress, with the PSB to maintain oversight, through an annual report which notes progress.</p> <p data-bbox="212 1821 874 1854">The following points were noted by PSB members:</p> <ul data-bbox="212 1899 1174 2047" style="list-style-type: none"> <li data-bbox="212 1899 1174 2047">• Suzanne Rankin emphasised that while the Health Board’s actions are noted as complete, there is still significant work needed, from both a workforce and patient perspective. Suzanne welcomed the continued oversight of the PSB in this work. 	

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	<ul style="list-style-type: none"> • Sheila Hendrickson-Brown noted that a key challenge for the Public Services Equality Network is ensuring consistent and sustained representation from member organisations. Sheila emphasised the importance of seniority in the network’s membership. • Sheila supported the proposal that this work is fully integrated into business plans and highlighted that, during conversations with ethnically diverse community members, concerns are frequently raised regarding employment opportunities. Sheila suggested that creating pathways into teaching could be a valuable solution. • Victoria Poole emphasised the significance of supporting pathways into the school workforce and expressed that Cardiff Commitment would be keen to contribute to this work. • Police and Crime Commissioner Emma Wools noted that the criminal justice-related actions of the Race Equality Taskforce have been incorporated into the Criminal Justice Board’s Action Plan. The Commissioner welcomed the PSB’s oversight in ensuring progress in this area. <p>The PSB agreed to:</p> <ul style="list-style-type: none"> • Note the year-end assessment provided to the Cardiff Race Equality Taskforce, setting out the progress made in response to Taskforce recommendations. • Accept the recommendations included in the letter from the Taskforce Chair and respond via the PSB Secretariat. • Continue to retain oversight of the work to advance race equality in Cardiff through receiving an annual report that tracks progress. <p>Action:</p> <ul style="list-style-type: none"> • Membership of the Public Service Equality Network to be reviewed to ensure consistency and seniority in representation. 	<p>Sheila Hendrickson- Brown/ Gareth Newell</p>
<p>6.</p>	<p>Cardiff Commitment Update</p> <p>Victoria Highgate and Gareth Macarthy provided the PSB with an update on the Cardiff Commitment, focusing on how social value can be leveraged to create opportunities for children and young people.</p> <p>They shared that the Cardiff Commitment Team is working closely with Cardiff Council contractors, contract managers, and suppliers to develop and deliver targeted social value initiatives. These efforts are designed to help young people gain the skills they need for successful transitions into education, employment, and training.</p>	

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	<p>A key point raised was the ongoing work to identify areas that require both people power and financial support, aligning these needs with social value resources across the public sector.</p> <p>The following points were raised by PSB members:</p> <ul style="list-style-type: none"> • Claire Beynon highlighted that employment rates for disabled people are significantly lower compared to non-disabled people. She asked whether any efforts are being made to improve opportunities for disabled children and young people. • Victoria responded that the Cardiff Commitment Team is working with partners to enhance provisions for young people with Additional Learning Needs (ALN), connecting them with opportunities that improve their chances of entering education, employment, or training. This includes developing supported employment pathways for both ALN individuals and care-experienced children. • Paul Orders commended the Cardiff Commitment's progress, noting its tailored approach to meet the needs of different employers, age groups, and demographics. He suggested that there is potential to establish a social value fund, which could provide even more opportunities for young people, especially those who need it most. • Sheila Hendrickson-Brown proposed linking this work to the recommendations from the Race Equality Taskforce. Sheila offered to engage in this effort, both as a service provider and as a connector to other service providers. • Miki Miyata-Lee inquired whether natural spaces and environmental considerations are factored into the social value framework. • Gareth Macarthy confirmed that supporting environmental well-being is a key priority in the design of social value commitments. • Victoria encouraged PSB members with relevant contracts to collaborate with the Cardiff Commitment Team in delivering opportunities for children and young people through their social value commitments. <p>The PSB agreed to work collaboratively to ensure that social value and community benefit commitments are effectively targeting Cardiff's children and young people, especially those that need it most.</p>	

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7.	<p data-bbox="212 181 277 215">AOB</p> <p data-bbox="212 259 810 293"><u>Automatic Fire Alarms (AFA) Response Model</u></p> <p data-bbox="212 338 1209 524">The PSB received a briefing regarding changes to the way in which South Wales Fire and Rescue Service (SWFRS) respond to Automatic Fire Alarms (AFA). In order to reduce unnecessary callouts, from 6 January 2025, SWFRS will adopt a sleeping risk, nighttime only (18:00-07:59) AFA response model. This means that:</p> <ul data-bbox="212 573 1206 884" style="list-style-type: none"> • SWFRS will no longer attend AFA call outs to commercial business and workplace premises. • SWFRS will respond to AFA call outs at some premises² during nighttime hours only. • For some premises, such as nursing or care homes and high-rise residential buildings that currently do not comply with fire safety law, the Service will continue to respond to AFA callouts during the daytime. • Private dwellings will not be affected by this proposed change. <p data-bbox="212 929 1214 1077">It was noted that SWFRS is encouraging affected premises to review their existing fire risk assessment and fire strategy/ procedures to take account of this amendment and, where necessary, make any changes required to maintain effective fire safety arrangements.</p> <p data-bbox="212 1122 624 1155"><u>Shared Prosperity Fund Update</u></p> <p data-bbox="212 1200 1177 1317">The PSB received an update on the Shared Prosperity Fund (SPF). It was noted that no information has been provided on any successor scheme to the SPF, which ends in March 2025.</p> <p data-bbox="212 1350 1214 1507">Projects funded through the SPF are supporting a wider range of public services for communities across the city, with a focus on areas of higher deprivation. If there is no successor to the SPF, the impact on public services will therefore be substantial.</p> <p data-bbox="212 1541 1166 1697">Currently the WLGA, on behalf of the local authorities of Wales, are lobbying for an extension of the Shared Prosperity Fund, both to support the administration of the fund post March 2025, and also to provide a transition year for any successor fund.</p> <p data-bbox="212 1731 1110 1848">The Council will provide an update to the PSB when clarity on future arrangements is provided by UK Government and will work with PSB members on the allocation of any transition or successor funding.</p>	

² This includes blocks of flats, sheltered accommodation, houses in multiple occupation (HMOs), prisoners, hospitals, hotels/ motels, and other sleeping risk.

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	<p><u>Climate Change Risk Assessment Update</u></p> <p>In July, the PSB agreed to undertake a Climate Change Risk Assessment (CCRA), utilising the framework already developed by Natural Resources Wales (in collaboration with Welsh Government and Public Health Wales) as the basis for the work.</p> <p>As an update, it was noted that the Council, on behalf of Cardiff PSB members, is applying for funding through the UK Shared Prosperity Fund (SPF) to undertake the CCRA. If approved, the project must be completed by 31 March 2025.</p> <p>Given the tight timescales, work is simultaneously being undertaken - with members of the PSB's Climate Emergency Board - to prepare a tender brief for appointing a consultant to carry out the CCRA.</p> <p>In advance of appointing a consultant to undertake this work, it was agreed that:</p> <ul style="list-style-type: none"> • Each PSB member will designate a lead contact to serve as the primary liaison with the consultant on their organisation's climate change risks. • PSB members will share their relevant risk register information, as well as other appropriate data, evidence and/ or plans, with the PSB Secretariat, for consideration by the appointed consultant. <p><u>Cardiff Play Sufficiency Assessment 2025</u></p> <p>The PSB were provide with a briefing on the Cardiff Play Sufficiency Assessment 2025.</p> <p>Through the Play Sufficiency Duty, local authorities in Wales are required to complete a 'Play Sufficiency Assessment' (PSA) every three years. This must be a full assessment of the play opportunities in the local authority area, which will ultimately inform a Play Action Plan.</p> <p>The PSA was last undertaken in Cardiff in 2022, whilst the next PSA is due to be submitted to Welsh Government in 2025.</p> <p>Whilst the local authority is responsible for overseeing the process, the successful completion of the PSA and development of the Play Action Plan requires a collaborative approach, working closely with partners across the public and third sectors, as well as with children, families and communities.</p> <p>In September, a workshop was held to inform stakeholders about the Play Sufficiency Duty and commence the development of the new PSA and Play Action Plan. At the same time, a city-wide consultation has been launched.</p>	

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	<p>Moving forward, four thematic workshops are planned to take place to populate and develop a meaningful PSA and Play Action Plan that will inform future delivery city wide. The workshops will focus on:</p> <ol style="list-style-type: none"> 1. Population 2. Places where children play 3. Supervised provision 4. Policy synergy, engagement, advocacy and information <p>It was agreed that:</p> <ul style="list-style-type: none"> • Each partner will nominate a representative to attend at least one of the thematic workshops. • The PSB will receive the findings of the 2025 Play Sufficiency Assessment and Play Action Plan once developed. • The PSB will receive, moving forward, an annual report highlighting significant developments, achievements and challenges, alongside the updated Play Action Plan. <p><u>Consultation Overview Report 2024</u></p> <p>It was noted that, in July 2024, the Cardiff PSB approved its Annual Report 2023/24 for publication.</p> <p>Alongside the PSB’s Annual Report, it was agreed that a revised ‘Consultation Overview Report’ be produced. The Consultation Overview Report was first published in 2023, alongside the PSB’s Local Wellbeing Plan (2023-28).</p> <p>The revised report includes:</p> <ul style="list-style-type: none"> • The key findings from consultation and engagement exercises undertaken over the course of the past year, by Wellbeing Objective. • Specific issues raised by key demographic groups – based on an analysis of the results by demography, where available. <p>The PSB agreed to note the findings of the Consultation Overview Report 2024.</p>	