

<u>Attendees</u>	
Board Members:	
Councillor Huw Thomas (Chair)	Leader, Cardiff Council (CC)
Charles Janczewski (Vice Chair)	Chair, 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)
Gareth Evans	Group Manager Cardiff and Caerphilly, South Wales Fire and Rescue Service (SWFRS)
Marc Atwell	Superintendent, South Wales Police (SWP)
Emma Wools	Police and Crime Commissioner South Wales (PCC)
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:	
Sarah McGill	Corporate Director People and Communities, CC
Suzanne Rankin	Chief Executive, C&V UHB
Marie Davies	Interim Director of Strategy and Planning, C&V UHB
Danny Richards	Chief Superintendent, SWP
Dan Jones	Head of Community Safety and Violence Prevention, OPCC
Other attendees:	
Cllr Ash Lister	Cabinet Member for Childrens Services, Tackling Poverty & Supporting Young People, CC
Gareth Newell	Head of Performance and Partnerships, CC
Sian Sanders	Head of Community Safety & Cohesion, CC
Abigail Streeter	Planning and Improvement Officer, CC
Sarah Tipping	Head of Strategic Partnerships and Engagement, C&VUHB
Jonny Currie	Locum Consultant in Public Health, C&VUHB
Stephen Taylor	Former CEO of the Leadership Centre for Local Government
Cath Doman	Director, Health and Social Care Integration, Cardiff & Vale Regional Partnership Board

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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 7 October 2024 are largely complete:</p> <ul style="list-style-type: none"> Regarding the action related to the Right Care, Right Person programme, Cllr Thomas highlighted that consultants have been appointed to conduct a review of the programme. As part of this, options are being explored to include equity within the scope of the evaluation. Superintendent Lewis has also reached out to C3SC to involve colleagues as a research partner to help facilitate community engagement sessions. In relation to the action concerning the Good Food and Movement Framework, Cllr Thomas confirmed that the framework and its implementation plan have been finalised. The first meeting of the Leadership and Enabling Change Group is scheduled take place tomorrow (21 January). Following this meeting, the framework and implementation plan will be circulated to PSB members, along with an update on the outcomes of the discussion. <p>The PSB agreed to approve the minutes of the previous meeting held on 7 October 2024.</p>	
3.	<p>Director of Public Health Annual Report 2024</p> <p>Jonny Currie presented the Director of Public Health (DPH) Annual Report: <i>Prioritising the Early Years – Investing for the Future</i>. The report highlights four key areas where immediate action can improve outcomes:</p> <ul style="list-style-type: none"> Childhood vaccinations Good food and movement Oral health Supporting breastfeeding <p>The report provides an overview of the current situation in Cardiff and the Vale of Glamorgan, showcases innovative and collaborative case studies aimed at improving young children’s health, and outlines recommendations for each of the four areas.</p> <p>Jonny also shared key findings from a parallel Early Years Population Health Assessment for Cardiff and the Vale of Glamorgan. This assessment, set to</p>	

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	<p>be published soon, will inform discussions at an Early Years Workshop for partners in spring 2025.</p> <p>The following points were made by PSB members:</p> <ul style="list-style-type: none"> • Cllr Thomas noted that while the data on inequality is unsurprising, more insight is needed into what drives these disparities. He asked if evidence exists, locally or elsewhere, on strategies that effectively close inequality gaps and could be applied in Cardiff. • Claire Beynon emphasised that poverty is the primary driver of issues such as obesity, dental decay, and limited breastfeeding. Claire expressed concern over the increasing inequality in Cardiff and the Vale of Glamorgan rather than its reduction. Claire highlighted that the upcoming partnership workshop offers an opportunity for further discussion, with data, case studies and best practice to be shared. • Cllr Thomas suggested that the PSB should develop a response plan to address the DPH report's recommendations, recognising poverty as a significant driver of inequality. Cllr Thomas shared personal experiences of barriers to accessing services and questioned whether services are being prioritised effectively in areas of greatest need. • Claire Beynon agreed on the importance of ensuring accessible services, noting that the PSB should work to make the "healthy choice the easy choice" through targeted service changes. Claire reminded PSB members of the joint bid - included in the DPH report - to reduce poverty and stressed the need to keep this work on the agenda. • Cath Doman identified a lack of strategic intelligence and data sharing as a significant issue. Cath raised the need for a collective position on the successor to the Health Board's regional information-sharing site, which helps the PSB and Cardiff & Vale Regional Partnership Board (RPB) better understand population needs and allocate resources effectively. • Cllr Lister commended the collaboration between Cardiff Council and Cardiff & Vale University Health Board, particularly around the first 1,000 days as a priority. Cllr Lister urged senior officers to action the recommendations in the DPH report, noting barriers like language and digital access that hinder participation in services. • Sheila Hendrickson-Brown emphasised the importance of a community development strategy to unpack how poverty affects different groups. Sheila highlighted the need to build social capital to support families in taking up available initiatives. 	

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	<ul style="list-style-type: none"> Charles Janczewski reiterated the importance of translating the recommendations in the DPH report into actionable outcomes and called for PSB and RPB collaboration to ensure meaningful responses to public health priorities. Cllr Thomas suggested that the PSB focus on improving unified responses at key public contact points, such as GP clusters, dentistry, and primary schools. Cllr Thomas also highlighted the need for the Council to set expectations for primary schools to participate in initiatives. Paul Orders proposed a stocktake of past efforts, such as vaccination uptake, to assess their effectiveness and understand actions needed moving forward. Paul stressed the importance of identifying and rallying behind a small number of key priorities, rather than relying on incremental changes. Claire Beynon agreed to meet with partners to shape a PSB action plan based on recommendations and committed to presenting this plan for discussion at a future PSB meeting. Zenny Saunders mentioned the upcoming announcement on changes to the Education Maintenance Allowance thresholds by the Welsh Government at the end of January. Zenny suggested this could help with poverty reduction and promised to share further details. <p>The PSB agreed to note the Director of Public Health Annual Report 2024: Prioritising the Early Years – Investing for the Future.</p> <p>Actions:</p> <ul style="list-style-type: none"> Claire Beynon to: <ul style="list-style-type: none"> Meet with partners to shape an action plan based on the recommendations in the Director of Public Health Annual Report 2024. The draft plan will be brought to a future PSB meeting for review. Cath Doman and Gareth Newell to develop a way forward on the successor to the Health Board’s regional information-sharing site. Zenny Saunders to share details of changes to the Education Maintenance Allowance thresholds with PSB members. 	<p>Claire Beynon</p> <p>Cath Doman/ Gareth Newell</p> <p>Zenny Saunders</p>
4.	<p>Total Place and Locality Working</p> <p><u>Total Place</u></p>	

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	<p>PSB members were joined by Stephen Taylor, former CEO of the Leadership Centre for Local Government, who was one of the thought leaders behind the concept of 'Total Place' in the late 2000s.</p> <p>Total Place is a “whole area approach” to public services which looks at the total public spending within a specific community/ issue and rethinks how resources can be allocated differently, with a particular focus on preventative action. The three core principles of the Total Place approach are as follows:</p> <ol style="list-style-type: none"> 1. Places Are Different: Local people are best placed to understand and care about their communities. 2. Prevention is Better Than Cure: Prevention is not only cheaper but better for individuals. 3. Think in Wholes, Not Parts: Public services need to treat individuals holistically rather than addressing issues in silos. <p>Stephen noted that public agencies often prioritise their own objectives, influenced by funding structures and monitoring requirements from central government. This fragmented approach leads to inefficiencies and distrust.</p> <p>Stephen noted that Cardiff is already progressing in this space, particularly through initiatives like the Locality Working Project in Ely and Caerau. Stephen proposed that adults' and children's services, where the Council, NHS, and social care intersect, could benefit significantly from a Total Place approach.</p> <p>Stephen suggested holding one-on-one conversations with PSB members to assess the PSB's effectiveness and identify areas for collaborative work. These discussions would not require preparation, though a questionnaire might be sent beforehand. Stephen committed to presenting proposals at the PSB's April meeting.</p> <p>The following points were raised by PSB members:</p> <ul style="list-style-type: none"> • Charles Janczewski expressed support for the approach, emphasising that more effective and wider use of the public purse would be highly beneficial. • South Wales Police and Crime Commissioner Emma Wools highlighted the timeliness of the discussion, especially as the Police and Crime Plan is being developed. Emma stressed the importance of targeted, locality-based approaches and aligning budgets to focus investments in the right areas. Emma also raised the challenge of making a sustainable economic case for prevention, citing past difficulties in justifying integrated, place-based approaches. 	

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	<ul style="list-style-type: none"> • Cath Doman emphasised the importance of considering Cardiff and the Vale of Glamorgan as a place and working collectively to implement necessary changes. Cath suggested health and social care as the most obvious starting point but also highlighted the PSB's role in addressing broader determinants of health. Cath encouraged collaboration across the RPB and PSB. • Sheila Hendrickson-Brown endorsed the idea and echoed Cath's call for collective exploration of next steps, with people's needs at the forefront. • Paul Orders stated that Total Place aligns well with Cardiff's context, noting the city's strong partnership track record, statutory frameworks in Wales, and progress in key areas like health and social care integration. Paul suggested that Cardiff's ongoing work (e.g., in Ely and Caerau) could be connected to wider public service reform efforts being taken forward by UK Government. • Gareth Evans asked if there is an optimal size for implementing Total Place, noting that South Wales Fire & Rescue Service covers 10 local authorities. • Stephen Taylor acknowledged the question, noting that larger scales allow more flexibility but would reflect further on the optimal size. • Superintendent Marc Atwell voiced strong support but highlighted challenges in Cardiff Bay, particularly the lack of community engagement with the Police due to issues of confidence and trust. Superintendent Atwell emphasised the need for nuanced approaches to address these concerns. • Sheila Hendrickson-Brown noted that C3SC could offer support, by sharing their experiences of working closely with communities and developing strategies to bring partners and difficult-to-engage individuals together. • Cllr Thomas expressed encouragement at the level of support for the concept and confirmed that Stephen would return to the PSB in April with further proposals. • Eirian Evans suggested bringing a presentation to the PSB on the Grand Avenue project in Ely, which exemplifies collaborative community work and could serve as a next step in advancing Total Place principles. <p>Actions:</p> <ul style="list-style-type: none"> • Stephen Taylor to: <ul style="list-style-type: none"> - Conduct individual conversations with PSB members to review the effectiveness of the PSB and identify potential areas for collective action. 	<p>Stephen Taylor</p>

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	<ul style="list-style-type: none"> - Consolidate the findings and return to the PSB meeting in April with recommendations on how to progress the Total Place approach. • Consideration to be given to showcasing the Grand Avenue project in Ely as an example of community-focused collaboration at a future PSB meeting. <p><u>Locality Working</u></p> <p>Sian Sanders provided PSB members with an update on the locality working project in Ely and Caerau.</p> <p>Sian noted that outcomes for children and young people across the city are concerning, with all public and Council services supporting Children and Young People experiencing a rise in the number and complexity of demand. While this is the case across the city, these pressures are concentrated in areas of high deprivation, with a small number of communities disproportionately impacted.</p> <p>In response, there is a need to build a clear understanding of people’s needs and of place, ensuring that support is offered at the right time and in the right way, making the system better.</p> <p>To inform the project, on 29 November 2024, a Locality Working Event was held with local public service stakeholders in Cardiff West Community High School. During the session, the following questions were asked:</p> <ul style="list-style-type: none"> • How effective is the current system of support? • How can we make best use of what we collectively have in a time of scarce resources? • We have lots of data, how can we use it more effectively so our services are more responsive to what communities need and can act preventatively? <p>Next steps for the project include:</p> <ul style="list-style-type: none"> • Developing a summary report and recommendations for discussion • Scoping project areas, assigning project leads and developing project plans • Identifying quick wins, as well as medium to longer term actions to progress. 	PSB Secretariat
5.	<p>Cardiff & Vale Regional Partnership Board Update</p> <p>Cath Doman provided PSB members with an update on the work of the Cardiff & Vale Regional Partnership Board (RPB).</p>	

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	<p>Cath's presentation outlined progress against the RPB's life-stage themes: <i>Starting Well, Living Well, and Ageing Well</i>, along with updates on strategic enablers.</p> <p>Cath highlighted the RPB's shift in focus from being service and organisation centred to people and place focused. This involves moving towards place-based planning by aligning service and infrastructure with a deep understanding of local needs. The goal is to address variations and inequities through tangible, locally driven changes.</p> <p>As an example, Cath presented the RPB's ambition of an Integrated Community Care System. She also underscored the need to reconsider governance structures, pointing out missed opportunities given the operation of the PSB and RPB as separate entities.</p> <p>The following points were made by PSB members:</p> <ul style="list-style-type: none"> • Cllr Thomas noted that the PSB represents the whole public sector and includes partners like Fire and Police, who may not need to engage in detailed discussions about social care. • Cath Doman stressed the importance of defining clear objectives for collaboration between the PSB and RPB. Cath acknowledged past efforts to address governance duplication but noted there are still missed opportunities for closer working. Cath proposed working collaboratively on specific missions or priorities, such as Total Place or place-based planning, while avoiding a single overarching board. • Cllr Thomas emphasised the need for a clear oversight between RPB and PSB. Cllr Thomas suggested this could be addressed through regular reporting or a standing item at PSB meetings. • South Wales Police and Crime Commissioner Emma Wools and Charles Janczewski, as Chair of the RPB, agreed with Cllr Thomas' observations, emphasising the need for better information sharing between the RPB and PSB. • Cllr Thomas concluded that the Total Place work could provide solutions. Cllr Thomas suggested moving forward with this work initially, before revisiting governance and information sharing needs as required. 	
6.	<p>Community Safety and Safeguarding</p> <p><u>Safeguarding</u></p> <p>Sian Sanders provided PSB members with an update on the Regional Safeguarding Board, which last met on 14 January 2025. Key outcomes included the findings of the Child Sexual Abuse (CSA) snapshot review and</p>	

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	<p>the agreement of four key products: Practice Standards, an Audit Calendar, the 'Was Not Brought' principle, and Multi-Agency Referral Form (MARF) updates. The Board also ratified two Multi-Agency Practice Reviews. Sian informed the PSB that the first Single Unified Safeguarding Review (SUSR) is set to be published on 1 February 2025.</p> <p>Sian also highlighted the Regional Safeguarding Board's development day held on 17 January 2025, which focused on sharing learning from safeguarding reviews, assessing progress and discussing priorities for the year ahead.</p> <p><u>Community Safety</u></p> <p>Sian provided an update on the Community Safety Partnership, noting that the next meeting is scheduled for 29 January 2025. The agenda will cover several key issues, including changes to Police Community Support Officer (PCSO) staffing, Safe Access Zones, Early Prisoner Release, and funding updates. Sian assured members that the papers and outcomes from this meeting will be shared with PSB members.</p> <p><u>Ely & Caerau Community Plan</u></p> <p>Sian also updated the PSB on the Ely & Caerau Community Plan, confirming that all actions are on track for delivery.</p> <p>The following points were made by PSB members:</p> <ul style="list-style-type: none"> • Paul Orders commended the regional safeguarding approach led by Sian and her team, noting significant improvements compared to previous arrangements. Paul suggested that the PSB collectively review the Safeguarding Risk Register to ensure governance oversight. Paul also emphasised the value of providing the PSB with an update on progress in youth justice at a future meeting, given its relevance to broader community safety reporting arrangements. • Cllr Thomas agreed, highlighting the importance of aligning discussions across the PSB and other Boards to ensure visibility and coherence in addressing shared priorities. <p>Actions:</p> <ul style="list-style-type: none"> • Schedule updates on the following topics for a future PSB meeting: <ul style="list-style-type: none"> - Youth Justice - Safeguarding Risk Register • Sian Sanders to share relevant papers and outcomes from the upcoming Community Safety Partnership meeting with PSB members. 	<p>PSB Secretariat</p> <p>Sian Sanders</p>

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7.	<p>Public Service Equality Network Commitments 2025-26</p> <p>Sheila Hendrickson-Brown, Chair of the Public Service Equality Network, provided PBS members with an update on the Network's work and ongoing initiatives.</p> <p>The Public Service Equality Network was established in response to the following recommendation of the Cardiff Race Equality Taskforce in March 2022:</p> <p><i>“Develop a city-wide network for employers to encourage good practice and collaboration on employment action to improve ethnic minority representation and progression in the local labour market.”</i></p> <p>Since the Network's establishment, a Terms of Reference has been agreed, with the Network's initial priority being Race Equality, with a focus placed on monitoring progress against the recommendations of the Race Equality Taskforce, as well as the actions within the Anti-Racist Wales Action Plan.</p> <p>Looking ahead, to progress Equality, Diversity and Inclusion across public services, the Network has undertaken a review of best practice and identified areas for improvement. As part of this process, the Network has developed actionable commitments to turn 'best practice' into 'common practice' across all public sector organisations, focusing on five key thematic areas:</p> <ul style="list-style-type: none"> • Leadership and Culture • Equality, Diversity and Inclusion Training • Workforce Diversity • Inclusive and Informed Service Delivery • Social Value <p>The Network has agreed that, in terms of delivery timescales, organisations should commit to deliver as many of the commitments as possible by March 2026.</p> <p>The Public Service Equality Network will take on the responsibility of monitoring progress, whilst the PSB will maintain oversight of this work through an annual report which will track and highlight progress.</p> <p>PSB members confirmed their support for the Public Service Equality Network Commitments for 2025-26, as well as the reporting arrangements moving forward.</p> <p>The PSB agreed to:</p> <ul style="list-style-type: none"> • Approve the Public Service Equality Network Commitments 2025-26 	

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	<ul style="list-style-type: none"> • Commit to delivering as many of the commitments as possible by the end of 2026. • Receive a further progress report as part of the monitoring and oversight arrangements, committing to taking individual and collective improvement action as or when needed. • Continue to ensure appropriate representation from respective organisations at future meetings of the Public Service Equality Network, including a Lead for Equality, Diversity & Inclusion and Organisational Development. 	
8.	<p>AOB</p> <p><u>Policy Review and Performance Scrutiny Committee, 13 November 2024: Letter and Response</u></p> <p>On 13 November 2024, Cardiff Council’s Policy Review & Performance Scrutiny Committee considered the work of the Cardiff Public Services Board (PSB) over the last 12 months, against the priorities set out in the Board’s second Local Wellbeing Plan 2023-2028.</p> <p>Following the meeting, a letter was sent to the Leader as Chair of the PSB. In summary, the Committee made four recommendations:</p> <ol style="list-style-type: none"> 1. The Board ensures there is an appropriate scale of emergency response in place to deal with catastrophic environmental events. 2. The Board applies the mixed methods that have been successful in the Police and Crime Commissioner (PCC) consultation to future PSB consultations. 3. The Council and Police prioritise work to improve the public perception of community safety. 4. The Board considers ways of addressing its democratic distance from the public. <p>A draft response to the Committee’s letter was circulated to PSB members, with it is proposed that recommendations 1-3 are accepted, and recommendation 4 is not accepted.</p> <p>PSB members agreed to approve the response to the Committee’s letter, provided that the response to Recommendation 4 is strengthened by including references to the PSB’s approach to community engagement.</p> <p>The PSB agreed to:</p> <ul style="list-style-type: none"> • Note the letter from Cardiff Council’s Policy Review & Performance Scrutiny Committee, following their consideration of the work of the Cardiff Public Services Board on 13 November 2024. 	

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	<ul style="list-style-type: none"> • Approve the response to the Committee’s letter, provided that the response to Recommendation 4 is strengthened by including references to the PSB’s approach to community engagement. <p><u>Climate Change Risk Assessment Update</u></p> <p>In October 2024, Cardiff Council, on behalf of Cardiff PSB members, was successful in applying for funding through the UK Shared Prosperity Fund (SPF) to undertake a Climate Change Risk Assessment (CCRA) for Cardiff.</p> <p>In December 2024, the Waterman Group were appointed to undertake this work. Waterman plan to frame the assessment around the 61 CCRA3 risks and opportunities for Wales, using localised climate change projections for Cardiff.</p> <p>Waterman are currently working to analyse the information and data provided by PSB members. To further inform the assessment, last Friday (17 January), Waterman held a workshop with the lead contacts identified by PSB members. In addition, individual interviews will be held with the PSB lead contacts.</p> <p>Following completion of the assessment, workshops, facilitated by Waterman, will be held with PSB members to explore the findings and risk interdependencies.</p> <p>The PSB agreed to note the progress made in commencing a Climate Change Risk Assessment for Cardiff.</p> <p><u>Child Friendly Cardiff Annual Report (2023/24)</u></p> <p>After a five-year programme of work, Cardiff was officially named the first UNICEF Child Friendly City in the UK in November 2023.</p> <p>At the end of 2023, a three-year Child Friendly Cardiff (CFC) Sustainability Plan was published to continue the work to make Cardiff an even better place for children & young people.</p> <p>The Plan focuses on four priority areas:</p> <ol style="list-style-type: none"> 1. Child Rights Education 2. Participation 3. Equal & Included 4. Place <p>Progress against the Sustainability Plan’s priorities during 2023/24 can be found in the Child Friendly Cardiff Annual Report. Whilst good progress has been made, looking ahead, the sustainability of Cardiff’s commitment to</p>	

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	<p>children's rights is key to ensuring the continued success and progress of the priorities outlined in the Child Friendly Cardiff Sustainability Plan 2023-2026. Delivery arrangements are therefore currently being reviewed to mainstream components of the Plan.</p> <p>Following the publication of the Child Friendly Cardiff Annual Report (2023/24), Child Friendly status will be held for a further two years, after which another assessment will take place.</p> <p>The PSB agreed to note the Child Friendly Cardiff Annual Report (2023/24).</p> <p><u>Age Friendly Cardiff Action Plan 2024-28</u></p> <p>Cardiff officially joined the World Health Organisation's Global Network for Age Friendly Cities and Communities in March 2022. Cardiff was the first Welsh local authority to achieve membership. As part of the application process, a city-wide action plan was developed: <i>'Cardiff, working towards an Age Friendly City'</i>.</p> <p>An Age Friendly Cardiff Annual Report was published in December 2023, outlining Cardiff's progress since joining the Global Network. Following publication of the progress report, the World Health Organisation declared Cardiff an "outstanding member" and officers have been asked to present at international meetings of the Network.</p> <p>In order to continue to deliver on the vision of Cardiff becoming 'a great place to grow older', it was agreed that a new action plan is required.</p> <p>The 'Cardiff, Working Towards an Age Friendly City Action Plan' has therefore been revised.</p> <p>The revised action plan sets out how Cardiff will work towards age friendly environments that support older people to be active, participate in all aspects of city life, and live independently in their own homes and communities for as long as possible. This includes a range of support, delivered at the right time including more specialist support for those who require it.</p> <p>The PSB agreed to note the revised Age Friendly Cardiff Action Plan 2024-28: <i>'Cardiff Working Towards and Age Friendly City.'</i></p> <p><u>Dates of Future Meetings (post-April 2025)</u></p> <p>The PSB agreed to the following dates of future meetings:</p> <ul style="list-style-type: none"> • 8 July 2025 (2pm-4pm) • 14 October 2025 (2pm-4pm) • 20 January 2026 (2pm-4pm) 	

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	<ul style="list-style-type: none"> 14 April 2026 (2pm-4pm) 	