



## **Vale of Glamorgan Public Services Board Meeting**

**July 9<sup>th</sup> 2025 @ 09:00-11:00**

### **Minutes**

<b>In attendance:</b>		
<b>Name</b>	<b>Title</b>	<b>Organisation</b>
Claire Beynon (CB)	Executive Director of Public Health	Cardiff and Vale UHB
Tom Bowring (TB)	Director of Corporate Resources	Vale of Glamorgan Council
Sarah Cutting (SC)	Senior Community Development Officer	Vale of Glamorgan Council
Rob Thomas (RT)	Chief Executive	Vale of Glamorgan Council
Estella Enos (EE)	Senior Operational Support Manager/ Deputy Head	Probation Service Wales
Paul Warren (PW)	Operations Manager	Glamorgan Voluntary Services
Sarah Tipping (ST)	Head of Partnerships and Engagement	Cardiff and Vale UHB
Andy Robinson (AR)	People and Places Team Leader, South Central	Natural Resources Wales
Miki Miyata-Lee (MML)	Senior Officer – South Central Operations	Natural Resources Wales
Chris Ashley (CA)	Station Manager	South Wales Fire and Rescue Service
Karen Lamprey (KL)	Assistant Principal Curriculum	Cardiff and Vale College
Elizabeth Jones (EJ)	Director of Learning and Skills	Vale of Glamorgan Council
Kate Bishop (KB)	Strategic Business Manager	Cardiff and Vale of Glamorgan Regional Safeguarding Board
Iain McMillan (IM)	Head of Resource Management and Safeguarding	Vale of Glamorgan Council
Marc Attwell (MA)	Head of Communities and Partnerships	South Wales Police
Charles Janczewski (CJ)	UHB Chair	Cardiff and Vale UHB
<b>Also in Attendance:</b>		
Helen Moses (HM)	Operational Manager Strategy and Insight	Vale of Glamorgan Council
Lloyd Fisher (LF)	Corporate Policy and Insight Manager	Vale of Glamorgan Council
Andreas Pieris-Plumley (APP)	Policy Officer	Vale of Glamorgan Council
Kate Bishop (KB)	Strategic Business Manager	Cardiff and Vale of Glamorgan Regional Safeguarding Board
Iain McMillan (IM)	Head of Resource Management and Safeguarding	Vale of Glamorgan Council

Sarah Tipping (ST)	Head of Partnerships and Engagement	Cardiff and Vale UHB
<b>Apologies:</b>		
Estelle Hitchon (EH)	Director of Partnerships and Engagement	Welsh Ambulance Service Trust
Cllr Lis Burnett (LB)	Leader	Vale of Glamorgan Council
Suzanne Rankin (SR)	Chief Executive	Cardiff and Vale UHB
Judith Cole (JC)	Deputy Director Local Government Finance and Workforce Partnerships Division	Welsh Government
Martin O'Keefe (MK)	Group Manager	South Wales Fire and Rescue Service
Rachel Connor (RC)	Chief Executive Officer	Glamorgan Voluntary Services

No.	Agenda Item	Actions
1.	<p><b>Welcome and Introductions</b> – Rob Thomas, Chief Executive, Vale of Glamorgan Council</p> <p>Rob sought approval from the Board for him to chair the meeting as Cllr Burnett was unable to attend.</p>	
2.	<p><b>Apologies for Absence</b> – Andreas Pieris-Plumley, Policy Officer, Vale of Glamorgan Council</p> <p>As listed above.</p>	
3.	<p><b>Minutes of the Public Services Board 30<sup>th</sup> April 2025</b> - Rob Thomas, Chief Executive, Vale of Glamorgan Council</p> <p>The Minutes were agreed to be a true and accurate reflection.</p>	
4.	<p><b>Chair and Vice Chair Appointments</b> - Rob Thomas, Chief Executive, Vale of Glamorgan Council</p> <p>CJ nominated LB to continue in the role of Chair, with MA seconding the nomination.</p> <p>HM informed the board that no nominations had been received for the Vice Chair position following the previous Vice Chair standing down from the Board or in relation to this recent request.</p> <p>It was agreed that a substitute would be appointed on a case-by-case basis in the Chair's absence. CJ explained that with his term of office coming to an end shortly he would not be able to be nominated as vice-chair. HM noted that it may be necessary to amend the Board's Terms of Reference to reflect no Vice-Chair being in position. CJ encouraged members to consider whether they may be able to undertake the position before the Terms of Reference are amended.</p>	<b>LF to amend PSB TOR.</b>
5.	<p><b>Safeguarding Board Update</b> - Iain McMillan, Head of Resource Management and Safeguarding, Vale of Glamorgan Council. Kate Bishop, Strategic Business Manager, CAV Regional Safeguarding Board.</p> <p>IM and KB provided an update on the Regional Safeguarding Board (RSB), highlighting the evolution of its governance structure. The RSB now operates with two key subgroups the Delivery Group and the Case Review Group. The Delivery Group, chaired by IM, with a focus on strategic areas such as policy, self-assessments, quality assurance, inspection activity and acting as the service development task and finish group. The Case Review Group, chaired by South Wales Police, oversees the review of</p>	<b>Presentation Slides to be shared.</b>

	<p>the work undertaken by the RSB, considers the status of current reviews and tracks the progress of reviews.</p> <p>IM explained that the successful implementation of the Single Unified Safeguarding Review (SUSR) process, has streamlined the review of safeguarding cases across agencies.</p> <p>IM outlined some of the key achievements of the Safeguarding Board over the past year, these included:</p> <ul style="list-style-type: none"> <li>- Full implementation of the new governance structure, which has improved clarity and accountability.</li> <li>- Annual self-assessment exercises, which informed the development of the board’s annual plan.</li> <li>- Renewed focus on multi-agency safeguarding training.</li> <li>- Efforts to become more data-informed, including collaboration with the National Independent Safeguarding Board to develop a national multi-agency safeguarding performance framework.</li> <li>- Enhanced quality assurance, with a formal audit plan and framework now in place.</li> <li>- Launch of a new safeguarding website, described as a “one-stop shop” for training and resources, which has been well received by practitioners.</li> <li>- National Safeguarding Week activities, which focused on neglect and included the launch of adult and child neglect toolkits.</li> <li>- Significant progress in clearing a backlog of case reviews, thanks to an improvement plan and increased training for reviewers.</li> </ul> <p>The board also responded to key safeguarding themes identified during the year, including child sexual abuse, domestic abuse, and issues around capacity and consent. These themes informed targeted workstreams and action plans.</p> <p>KB then presented the board’s priorities for 2025–2026, which are structured around five domains of safeguarding effectiveness:</p> <ol style="list-style-type: none"> <li>1. Safeguarding Process – Continued focus on governance, learning from reviews, and implementing the single unified safeguarding review training plan.</li> <li>2. Multi-agency Activity and Data – The development of a regional dataset, improved information sharing protocols, and alignment of national and regional learning.</li> <li>3. Responding to Safeguarding Themes – Continued work on Child Sexual Abuse (CSA), domestic abuse including reviewing current data on domestic abuse to older people, transitional safeguarding, and capacity and consent.</li> <li>4. Service User Feedback – Development of an engagement plan and mechanisms to incorporate feedback from both service users and practitioners.</li> <li>5. Workforce Information – Focus on training uptake, staff well-being, and celebrating good practice.</li> </ol> <p>CJ noted that safeguarding remains an important element of all of our work at the moment. CJ inquired about the level of partner engagement. KB and IM responded that all partners had shown strong commitment. They noted that membership is under active review to ensure continued representation and effectiveness. KB explained that good processes are in place to ensure that partner agencies can identify risks and include these on the Board’s risk register so that these are managed.</p> <p>HM raised the issue of elder abuse and suggested linking the Board’s work with the Age Friendly initiative. KB welcomed the suggestion and offered to follow up. IM also mentioned his involvement with the Older Persons Commissioner’s national group and offered to share relevant learning and campaign materials.</p>	<p><b>LF to share details of AF work with KB, and discuss opportunities</b></p>
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		for further collaboration with IM
6.	<p><b>Your Place: Work to tackle inequities in deprived communities’ project</b> – Sarah Cutting, Senior Community Development Officer, Vale of Glamorgan Council</p> <p>SC presented a detailed update on the 'Your Place' project, which aims to address deprivation in the three Lower Super Output Areas in the Vale of Glamorgan identified through the Welsh Index of Multiple Deprivation as being in the top-10% most deprived areas in Wales. These are the communities of Gibbonsdown 2, Court 3, and Buttrills 2. SC explained that through the engagement activities undertaken as part of the project, over 1,500 residents have been engaged through events such as door-knocking, face to face interviews, and surveys. This has included outreach to schools, youth groups, veterans’ groups, faith organisations, and local businesses. The engagement revealed a shift in community conversations—from concerns like potholes to deeper issues such as mental health, employment barriers, and access to healthcare.</p> <p>To further identify opportunities in our communities, two workshops were held focussed on the WIMD Domains of Income and Employment and Health. The workshops were attended by a wide-range of professionals and community representatives, including Councillors, the Department for Work and Pensions, Careers Wales, representatives from secondary schools, alongside PSB partners. A number of key outcomes were identified through the workshops, for the Income and Employment workstream these included:</p> <ul style="list-style-type: none"> <li>- After-school activities to support parental literacy and numeracy.</li> <li>- Simplified recruitment processes for entry-level roles, piloted within the Council and being explored with the Health Board and housing associations.</li> <li>- Expansion of employment outreach, including better use of social media and community noticeboards to improve awareness of services.</li> </ul> <p>At the Health Workshop the workstreams identified included:</p> <ul style="list-style-type: none"> <li>- Transport to hospital appointments, addressing a major barrier to access.</li> <li>- Multi-agency information sharing, enabling professionals to coordinate support more effectively.</li> <li>- Improved communication tools, including plain language materials and increased visibility at community events.</li> </ul> <p>SC noted that the project’s data is being integrated into wider strategic initiatives, including the Barry Place Making Plan and the Neighbourhood Plan for Barry which has £20 million UK Government funding. SC now sits on the Neighbourhood Plan for Barry board to feed-in the findings from the Your Place project.</p> <p>A team will be at the Flying Start Family Fun Day in July to talk about litter, fly-tipping, and sustainability. Partners such as Natural Resources Wales, Keep Wales Tidy, and the Council’s waste team will participate, alongside graffiti artists to engage young people.</p> <p>TB commended SC’s work on this project and asked the Board to consider how they can make changes and undertake work as part of Your Place to improve services in the areas of focus. RT echoed the importance of maintaining momentum, community trust and delivering tangible outcomes. ST noted that the project, and SC’s role are example of the strength that PSBs can deliver, and some excellent outcomes are now coming out of the project.</p> <p>MML stressed the need for culturally relevant communication and the need to speak in simplified language to ensure engagement.</p>	

	MA offered to share insights from the 'South Wales Listens' platform and suggested deeper engagement with community leaders.	<b>MA to share insights from 'South Wales Listens' with SC</b>
<b>7.</b>	<p><b>Health Protection Regional Partnership Plan 2025-26</b> – Claire Beynon, Director of Public Health, Cardiff and Vale University Health board.</p> <p>CB introduced the Health Protection Plan for 2025–2026. The Plan has the strategic aim to deliver an effective health protection system in partnership, which adds value to existing services and the systems established during the COVID-19 pandemic, and is able to prevent, treat, and mitigate risk associated with an all-hazard communicable disease remit.</p> <p>CB outlined the key actions in the plan for this year, which include strengthening relationships with both primary care and third sector colleagues, the development of a communications and engagement strategy, and the development and testing of a pandemic response plan.</p> <p>TB and CJ praised the collaborative approach taken in developing the plan. TB noted in particular the work undertaken in partnership with Shared Regulatory Services (SRS) colleagues on health protection. TB noted a minor amendment regarding the scope of the HIV programme (Fast Track) covering Cardiff and the Vale of Glamorgan, it was agreed to amend this.</p>	<b>CB to amend Plan regarding scope of Fast Track programme.</b>
<b>8.</b>	<p><b>PSB Annual Report 2024-25</b> – Lloyd Fisher, Corporate Policy and Insight Manager, Vale of Glamorgan Council</p> <p>LF presented the PSB Annual Report, which summarises progress against the well-being objectives, the PSB's priority workstreams, and the 19 steps outlined in the PSB's Well-being Plan. The Annual report builds on the PSB's 6 monthly progress report to bring together detailed case studies and contributions from all partner organisations to set out the progress made by the PSB over the last year. LF explained that approval is sought from the PSB to approve the Annual Report for publication. The board approved the Annual Report.</p> <p>The report will be taken to the Councils Resources scrutiny committee on 17th September, LF noted that Councillors have asked if PSB partners would be able to attend the Committee. LF asked that if any partners might be able to attend the committee and if so to contact LF or HM.</p>	<b>Members interested in attending the Councils Scrutiny Committee to contact LF or HM.</b>
<b>9.</b>	<p><b>Cardiff and Vale of Glamorgan Suicide Prevention and Self Harm Strategic Plan (2025-2030)</b> – Claire Beynon, Director of Public Health, Cardiff and Vale University Health board</p> <p>CB introduced the Cardiff and Vale Suicide Prevention and Self-Harm Plan (2025–2030), which aligns with the Welsh Government's strategy. The plan includes an ambitious delivery framework and emphasises the importance of partnership working.</p> <p>CJ noted that the Strategic Plan, and the meeting's wider agenda reflect the importance of working in partnership.</p>	

	<p>MA noted the impressive analysis in the Strategy and suggested that alongside the public and third sector organisations, that also private businesses should have a role in addressing this issue.</p> <p>RT supported this and suggested exploring opportunities for communicating collective responsibility of the public sector and wider to address the issues raised in the Strategy. CB agreed and offered to consider next steps.</p>	
<b>10.</b>	<p><b>Vale PSB Forward Work Programme 2025</b></p> <p>HM outlined the upcoming agenda items for future meetings, including the Good Food Movement Annual Report in September, a discussion on the Future Generations Commissioner's Report, and a potential update on Barrys Plan for Neighbourhoods and regeneration work in December. RT proposed holding the December meeting in person to facilitate deeper discussions, a suggestion supported by CB and CJ.</p>	
<b>11.</b>	<p><b>Any other business</b></p> <p>HM explained that the Council's Annual Self-Assessment had been circulated to partners via email for consideration, it was asked that any feedback could be received by the 15<sup>th</sup> August.</p> <p>TB updated the board that the Town and Community Council representative to the PSB nominated by the Vale Community Liaison Committee has resigned from their position. The Community Liaison Committee will now seek to nominate new representative to the PSB, ensuring the importance of continued community council representation.</p>	
<b>12.</b>	<b>Date of next meeting – 24<sup>th</sup> September 2025</b>	