# West Glamorgan Regional Partnership Board

# Role Description

# Chair

**Organisational Arrangements**

**Term of Office**: The appointment will be reviewed every two years with a four year maximum term. Members are eligible for re-election as Chair following a break of two years.

**Relationships**: The Chair will work with the Vice-chair and West Glamorgan Regional Transformation Programme Director to ensure the Regional Partnership Board delivers its statutory functions.

The Chair & Vice-chair will be appointed from different member agencies.

**Job Purpose**

To ensure the West Glamorgan Regional Partnership Board fulfils its objectives to deliver efficient and effective citizen centred services across the region that will help support good health and wellbeing outcomes for people in their communities.

Ensuring that the Regional Partnership Board deliver the statutory obligations as set out in the Social Services and Well-Being Act 2014 and associated regulations and guidance.

**Duties & Responsibilities**

**Leadership**

* To effectively chair and provide leadership to West Glamorgan Regional Partnership Board.
* To support the West Glamorgan Regional Partnership Board in fulfilling its objectives as outlined in the regional Area Plan and Action Plan.
* To ensure the West Glamorgan Regional Partnership Board meets the requirements as laid out in the Social Services and Wellbeing (Wales) Act 2014
* To act as the formal link between the West Glamorgan Regional Partnership Board and Welsh Government.
* To speak to the media on behalf of the West Glamorgan Regional Partnership Board if necessary.
* To ensure the West Glamorgan Regional Partnership Board communicates effectively.

**Management**

* To prepare for and chair the West Glamorgan Regional Partnership Board.
* Set the agenda with the Vice-chair and West Glamorgan Regional Transformation Programme Director.
* To work with the Vice-chair and West Glamorgan Regional Transformation Programme Director between Board meetings to ensure that West Glamorgan Regional Partnership Board business is managed effectively.
* To meet with the lead officers of the formal Sub-groups and others when required to ensure that the objectives of the West Glamorgan Regional Partnership Board Regional Area Plan and Action Plan are met.

To meet with any RPB member as appropriate to ensure the effectiveness of the RPB

* To support the West Glamorgan Regional Partnership Board in effective budget management.
* To approve Funding Returns as required by Welsh Government Grant Offers, for example Integrated Care Fund
* To comply with the Regional Partnership Board Code of Conduct. If a conflict of interest arises between the role of Chair of West Glamorgan Regional Partnership Board and the role held within their organisation, the Chair will declare the interest and the Vice-chair will deal with the relevant agenda item/s. The extent to which the Chair will participate in discussion and voting on the matter will depend on the nature of the conflict of interest declared.

**Governance**

* To facilitate the monitoring and evaluation of the effectiveness of the West Glamorgan Regional Partnership Board.
* To ensure the voice of service users, carers, children and their families are heard and represented within the work of the West Glamorgan Regional Partnership Board.
* To ensure the West Glamorgan Regional Partnership Board Regional Implementation Plan is consistent with the requirements of the Social Services and Wellbeing (Wales) Act 2014