# West Glamorgan Regional Partnership Board

# Role Description

# Statutory Board Members

**The Role**

**To ensure that the work of West Glamorgan Regional Partnership Board is aligned with the strategic objectives of each statutory body and that the RPB aims and objectives are delivered, working both through the statutory organisation itself and in partnership with other partner bodies.**

**Duties & Responsibilities**

* To foster relationships of mutual trust between members from partner agencies
* To be the Social Services and Wellbeing lead for their organisation and drive the regional transformation agenda forward at a local, regional and national level
* To provide their organisation’s perspective to the business of the Regional Partnership Board
* To raise awareness throughout West Glamorgan and particularly within their own organisation, of the regional Transformation agenda and promote the priorities of the Region
* To ensure that the programme adheres to the West Glamorgan aims and principles; including Co-Production
* To be responsible with others for leading and resourcing the West Glamorgan Transformation Programme
* To understand the priorities and objectives of the West Glamorgan Regional Partnership Board and be responsible for communicating them to others and in particular to their own organisation and making sure their organisation is appraised of its progress

**Specific Duties**

* Be held to account for dissemination of information between their own organisation and the West Glamorgan Regional Partnership Board and vis versa
* Prioritise attendance at the West Glamorgan Regional Partnership Board meeting and ensure that a deputy is available if necessary ; this deputy must also be in a position to make decisions on behalf of the organisation.
* Take responsibility for representing the West Glamorgan Regional Partnership Board on other forums and strategic partnerships
* To prepare for the Regional Partnership Board meetings by reading the agenda and papers in advance and raising any issues for clarification with the Chair or Director of West Glamorgan Transformation
* To maintain the confidentiality of agenda papers, discussion and decisions made. You must not communicate any confidential information you learn as a result of being a member of the RPB outside your statutory organisation.
* Participate, or identify an individual from their own agency to participate, in subgroups, task and finish groups and consultation processes and undertake allocated tasks
* Ensure the implementation of their own agency’s actions in relation to the agreed priorities within the West Glamorgan Transformation Programme
* To comply with the Regional Partnership Board Code of Conduct. Bring to the attention of the Chair any conflict of interest between their Regional Partnership Board role and their own individual organisational responsibilities