# West Glamorgan Regional Partnership Board

# Role Description

# Third Sector

**The role**

To help ensure that the work undertaken by the Regional Partnership Board is informed by the perspectives of the Third Sector on how we can maintain a focus on what is important to those receiving or directly affected by service provision.

Responsibilities include:

* To provide a Third Sector perspective to the business of the Regional Partnership Board
* To foster relationships of mutual trust between members from partner agencies
* To support the West Glamorgan aims and principles, including Co-Production
* To contribute to discussions that take place during Regional Partnership Board and Implementation Group meetings, from a Third Sector perspective
* To provide a link between the Regional Partnership Board, Service Users and Carers as required. For example Coproduction Group and Citizen Forum.

Duties include:

* To contribute to the consideration of Regional Partnership Board business in a positive and constructive manner representing the interests of your sector and not your personal interests
* 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 abide by the Regional Partnership Board Code of Conduct
* To declare any potential or actual conflicts of interests
* 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. If you are unclear about whether or not information that you have access to is confidential, please seek clarification from the Transformation Programme Team. You will be requested to sign a confidentiality agreement.
* To attend Regional Partnership Board Meetings and other meetings as required
* To ensure you understand the priorities and objectives of the Regional Partnership Board and communicate them to others as required

# Time commitment: 1 days every quarter, to involve quarterly RPB meetings, approx. 1 days at other meetings and pre-meetings to discuss papers.