

The Welsh NHS Confederation Health and Wellbeing Alliance

Guiding Principles

1. Aims

The Welsh NHS Confederation Health and Wellbeing Alliance (HWA) aims to be a collaborative independent voice, able to identify and seek to address issues affecting the health, social care, wellbeing and integration agenda, and its impact on people across Wales.

2. Purpose

The HWA will bring together key non-statutory organisations with an interest in improving the health and wellbeing of the population. Members represent the NHS, local government, health care, social care, patient organisations and the professions on matters of mutual interest, where our collective and consensual voice is more influential than our individual efforts and more likely to have an impact.

The purpose of the HWA will be:

- a. To facilitate joint working and collaboration between health and care organisations in Wales.
- b. To discuss, agree, and develop shared policy priorities and positions on key areas for health and care.
- c. Discuss, agree, and develop shared communications activities to support policy positions.
- d. To share insight, intelligence, and research to keep HWA members aware of developments across Wales.
- e. When relevant, organise joint events, including for political party conferences.

3. Objectives

- a. To influence policy development and decision-making to improve health and wellbeing.
- b. To create opportunities for networking, information sharing, and joint learning amongst members.
- c. To use our expertise to monitor the Welsh Government Programme for Government, Senedd Committee inquiries and political parties' policy work.
- d. To use our expertise to collectively influence Welsh political parties and Members of the Senedd to improve the health and wellbeing of the population, through putting forward mutually agreed policy solutions.
- e. To seek opportunities to work in partnership to influence proactively and raise awareness of emerging key issues around the health, social care, wellbeing and integration agenda.

4. Membership

- a. The HWA will be Chaired by a representative from the Welsh NHS Confederation.
- b. Membership will consist of one policy or public affairs lead from each organisation. Other representatives from an organisation can attend the meeting as observers with the agreement of the Chair.
- c. Organisations should have a policy or public affairs resource and be operating at a national level in Wales.
- d. Members should demonstrate a commitment to health, social care and improving the health and wellbeing of the population.
- e. Members should be committed to the conditions of membership (see item 5).
- f. Additional partner organisations may be nominated and considered for inclusion in the HWA. Any invitation to additional members will require prior agreement by the Chair of the HWA.

5. Conditions of Membership

- a. Support the aims and objectives of the HWA.
- b. Attend and contribute to meetings or send apologies. It is recommended that meetings are held bi-monthly, but can be arranged more or less frequently if issues arise or the volume of business requires.
- c. Members should actively contribute to briefings being produced, where appropriate. However, only organisations who have endorsed the final briefing will be included/referenced within any publication.
- d. It is members responsibility to cascade information provided by the HWA to other relevant representatives within their organisation. This is particularly important where a member is attending on behalf of another Alliance or Forum.
- e. Where appropriate, to agree to undertake joint activities in pursuit of the aims of the HWA.
- f. To undertake tasks to help the running of the HWA, for example agreeing to Chair relevant Sub-Groups (see item 7) within their expertise or area of work.

6. Benefits of membership

- a. Supporting consistency in messages across the health and care sector relating to agreed joint policy priorities and solutions for the Welsh Government, Senedd and Members of the Senedd.
- b. The ability to influence decision-making and increase impact through the collective power of the HWA.
- c. Information sharing, networking, peer support and joint learning amongst HWA members.

- d. The capacity to draw on the resources and skills contained within other organisations for advice and information provision, to assist in promoting good practice to improve health and wellbeing.

7. Format and frequency of meetings

- a. HWA meetings will be convened bi-monthly, but this may be varied by agreement.
- b. Meetings will be face to face, with MS Teams or teleconference available. Business can also be conducted via email.
- c. The HWA bi-monthly meetings will be arranged by the Welsh NHS Confederation and the Welsh NHS Confederation will provide administrative support.
- d. The agenda and relevant reports will be circulated no later than five working days before the date of the meeting. HWA meeting notes will focus on decisions / actions and will be circulated to HWA members within 10 days.

8. Sub-Groups

HWA may decide to establish Sub-Groups to have more detailed conversations and develop policy in particular health and care priority areas.

Establishing a Sub-Group

- a) Sub-Groups are to be established through agreement of the Chair of the HWA and at the HWA bi-monthly meetings.
- b) Volunteers for Sub-Group Chairs should be put forward during the HWA bi-monthly meetings or to the HWA Chair following the meeting.
- c) HWA members should notify the Welsh NHS Confederation and the identified Chair if they wish to participate in any established Sub-Group.
- d) Chairs are to take responsibility for the running of the Sub - Group, including frequency of the Sub-Group meeting, arranging meetings, note taking etc.

Sub-Group Function

- a. Sub-Groups should establish key areas of priority and communicate these to the wider HWA during bi-monthly meetings or via email.
- b. The Chair of the Sub-Group is to provide an update to the wider HWA of developments during bi-monthly meetings or provide a written update to the HWA Chair.
- c. Areas of work should be recognised and agreed by a majority of Sub-Group members.
- d. Publications developed by any Sub-Group should be shared with the wider HWA during bi-monthly meetings for comment and endorsement, but if time sensitive work can be shared outside of these times via email. Only those organisations who endorse documents will be named within it.
- e. The Chair of a Sub-Group should obtain consent for work to be published under the HWA name from the Welsh NHS Confederation. If for any reason the Welsh NHS Confederation

does not agree with a publication, then the HWA name will be removed, but the Sub-Group will continue to provide updates during the HWA bi-monthly meetings.

Review of the Guiding Principles

These Guiding Principles can be revisited at any time but will be reviewed annually.