



SOUTH DOWNS NATIONAL PARK AUTHORITY

APPLICATION FOR THE APPOINTMENT AS AN INDEPENDENT PERSON

The purpose of your completing this form is to establish that you are eligible for the appointment as an Independent Person to assist South Downs National Park Authority (the Authority) in the promotion and maintenance of high standards of conduct amongst its appointed Members.

You cannot be appointed as an Independent Person if you are or, in respect of (a) below, if you were at any time during a period of 5 years prior to the appointment:-

- (a) a Member, Co-opted Member or officer of the Authority; or
- (b) a relative¹ or close friend of a person within category (a) above.

I. Personal Details

Name in full, including title

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Home address including post code

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Contact Telephone no.....

Email address.....

¹ a person ("R") is a relative of another person if R is: (a) the other person's spouse or civil partner, (b) living with the other person as husband and wife or as if they were civil partners, (c) a grandparent of the other person, (d) a lineal descendant of a grandparent of the other person, (e) a parent, sibling or child of a person within paragraph (a) or (b), (f) the spouse or civil partner of a person within paragraph (c), (d) or (e), or (g) living with a person within paragraph (c), (d) or (e) as husband and wife or as if they were civil partners.

Please say whether there is any special provision, equipment or assistance we can provide to help you attend an interview:

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2. Qualifications

(Please list in particular any qualifications which you think are relevant to the position of an Independent Person)

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3. Summary of Experience

(Please give a brief account of your experience including career, public and voluntary work together with the nature of your current or most recent occupation)

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4. Expertise/Skills

(Please outline briefly any knowledge or expertise which you believe would be particularly relevant to your role as an Independent Person having regard to the selection criteria and requirements of the role)

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5. Please indicate your reasons why you wish to be considered for the appointment as Independent Person and what particular attributes you believe you would bring to the role

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6. Additional Information

(Please provide, on a separate sheet if necessary, any additional information you may wish to give in support of your application)

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7. References

(Please give details of two people, not related to you, who we may contact for a reference about you. Please note that references will only be taken up after interview, in respect of a candidate being recommended for appointment)

1. Name.....	2. Name.....
Address.....	Address.....
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.....
Tel no.....	Tel no.....
Position.....	Position.....

8. Ability to carry out the role

Please confirm that you will be able to fulfil the time commitments of the role and that, where you are in employment, you have obtained the consent of your employer to release you to carry out the responsibilities of an Independent Person:

YES/NO

9. Convictions

Have you any unspent convictions? YES/NO

Please list (using a separate sheet if necessary) any unspent convictions in chronological order.

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REHABILITATION OF OFFENDERS ACT 1974

Please note: If the post you have applied for meets the exemption requirements under this Act, all successful applicants will be subject to a criminal records check before the appointment is confirmed. This will include all spent and unspent convictions, cautions, reprimands or final warnings.

Please declare any unspent convictions you have (or all convictions if the post is exempt under the Act) on a separate sheet and mark this box if doing so

If the post involves contact with children or other vulnerable members of society, or is seen as a position of trust, you will be asked to apply for a Disclosure Certificate from the Criminal Records Bureau. The disclosure of a criminal record will not disqualify you from appointment unless the selection panel considers the conviction renders you unsuitable for appointment. In making this decision the Authority will consider the nature of the offence, how long ago, what age you were when it was committed and any other factors which may be relevant. Failure to declare a conviction, caution or bind over may disqualify you from appointment or result in summary dismissal should this information come to light in the future.

I am applying for appointment as an Independent Person as indicated above, and I declare that:

- I am not, and have not during the past five years been, a Member, Co-opted Member or officer of the Authority.*
- I am not a relative, or a close friend, of any Member, Co-opted Member or officer of the Authority.*
- I am not actively engaged in local party political activity.*

*Please delete as applicable.

Signature..... Date.....

Data Protection Act 1998

The use of information provided on this form will comply with the requirements of the above Act. It may be processed by computer and is required for operational, managerial information and associated purposes relevant to the maintenance of Personnel systems. Such data may also be used to produce depersonalised statistics.

Please submit this form by 12 noon on 4 September 2017, addressed to:

Robin Parr
Head of Governance
South Downs National Park Authority
South Downs Centre
North Street
Midhurst
West Sussex
GU29 9DH

Or via e-mail to :

Robin.parr@southdowns.gov.uk

MONITORING FORM



Equal Opportunities Policy Statement

- We seek to ensure that no job applicant is discriminated against, either directly or indirectly on such grounds as sex or sexuality, colour, creed, ethnic or national origin, disability, age, marital status, trade union activity, responsibility for dependants, political or religious beliefs.
- We will endeavour to ensure that all actions and decisions affecting job applicants are made on fair, objective grounds without personal prejudices or discrimination.

You are required to complete this page which is part of your application and enables us to monitor our recruitment policies and practices. It also provides other information required if you are successful.

The information you give will not be seen at the preliminary stage by anyone connected with making an appointment to this post. If you are selected for interview, any information given at Section I relevant to the post for which you are applying will be passed on for discussion at interview.

SECTION I

Do you have a disability?	
If yes, please give details of that disability	
Please specify if you have any special needs as a result of a disability or are aware of any reasonable adjustment which could be made to help you fulfil any part of our job requirements.	

SECTION 2

Please tick or mark the boxes which apply

- (a) My gender is: 1 Female 2 Male
- (b) My age is: 1 16-20 2 21-39 3 40-59 4 60+

SECTION 3

Please tick one box only. (The categories are those used in the census classification)

I would describe myself as:

- (a) White: British Irish Any other please write
- (b) Mixed: White and Black Caribbean White and Black African
White and Asian Any other please write
- (c) Asian or Asian British: Indian Bangladeshi Pakistani
Any other please write
- (d) Black or Black British: Caribbean African
Any other please write
- (e) Chinese or other ethnic group: Chinese Other please write

The question is optional

- (f) Religion: None Christian Buddhist
Hindu Jewish Muslim
Sikh Any other religion or belief
Prefer not to say