

## South West Wales Corporate Joint Committee (SWWCJC)

### Private Sector Advisory Board (PSAB) – Advisor Role

Expression of Interest (Eoi)

**Version 2**  
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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council



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## Glossary

### **SWWCJC**

South West Wales Corporate Joint Committee

### **SWWCJC PSAB**

South West Wales Corporate Joint Committee Private Sector Advisory Board

### **ESB**

Economic Strategy Board

### **EoI**

Expression of Interest

### **PSAB**

Private Sector Advisory Board

**South West Wales Corporate Joint Committee (SWWCJC)**  
**Private Sector Advisory Board – Advisor Role**  
**Expression of Interest (Eoi)**

**About this form**

This form should be used to submit an expression of interest towards the Advisory role of the Private Sector Advisory Board (PSAB).

The Eoi will instigate the two stage assessment process. Applicants will be notified of the decisions following receipt of the Eoi.

Please complete this form together with supplementary documents (i.e curriculum vitae) and return Kristy Tillman Head of Policy and Business Administration for the South West Wales CJC via e-mail to [Kristy.Tillman@swansea.gov.uk](mailto:Kristy.Tillman@swansea.gov.uk), with the subject line 'SWWCJC PSAB Eoi'.

The form is made up of seven sections as follows:

Section 1 – Contact Information

Section 2 – Details of Specialism (Skills, Knowledge, Experience and Training)

Section 3 – Work History

Section 4 – The Seven Principles of Public Life (Nolan Principles)

Section 5 – Political Activity

Section 6 – Commitments

Section 7 – Declaration

Annex 1 - The Seven Principles of Public Life *Published 31 May 1995*

Please note applicants that successfully reach stage two will have the opportunity to expand on their suitability as part of the interview process.

Should you have any questions, please direct these to the Head of Policy and Business Administration for the South West Wales Corporate Joint Committee via [Kristy.Tillman@swansea.gov.uk](mailto:Kristy.Tillman@swansea.gov.uk) .

## Section 1 – Contact Information

Contact name	
Organisation	
Organisation Address	
Contact email	
Contact telephone number	

## **Section 2 – Details of Specialism**

Please tell us about your areas of specialism, together with skills, knowledge, experience and training that you can support the role of Advisor supporting the Private Sector Advisory Board for the South West Wales Corporate Joint Committee (SWWCJC).

You are welcome to reference and return a CV as part of the response.

*Note. Please refer to the Guidance and Specification Document for further details of the role.*

### **Section 3 – Work History**

Please advise on paid or unpaid appointments to demonstrate skills and attributes towards the role of advisor.

For each appointment, please provide details in your response to the; *Role, Organisation, Organisation Address, Responsibilities and Achievements.*

## **Section 4 – The Seven Principles of Public Life (Nolan Principles)**

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public office-holder.

This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services.

All public office-holders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services.

The Public Standards Committee has set out the seven principles of public life which it believes should apply to all in the public service.

In applying for this position you are committing to the principles as set out in **Annex 1** of this document. All private sector representatives will be asked to sign an Advisor Agreement obliging them to comply with the basic principles of the Members Code of Conduct that co-opted members must agree to.

The advisor agreement is available upon request as a reference document.



## Section 5 – Political Activity

Please can you advise if any of the following are relevant, by ticking the box.

Note. Depending on the answer for the above questions there may be follow up questions as part of the appointment process.

Obtained office as an MS ( <i>formerly AM</i> ), a Local Councillor, MP, MEP, etc?	<input type="checkbox"/>
Stood as a candidate for one of the above offices?	<input type="checkbox"/>
Spoken on behalf of a political party or candidate?	<input type="checkbox"/>
Acted as a political agent?	<input type="checkbox"/>
Held office such as Chair, Treasurer or Secretary of a local branch of a political party?	<input type="checkbox"/>
Canvassed on behalf of a political party or helped at elections?	<input type="checkbox"/>
Undertaken any other political activity which you consider relevant?	<input type="checkbox"/>
Made a recordable donation to a political party?	<input type="checkbox"/>

## **Section 6 – Commitment**

### **6.1 Commitment to the role**

*Note. Please refer to the Guidance and Specification document*

Please advise on your availability to support the Private Sector Advisory Board (PSAB)

### **6.2 Prior Commitments**

Please advise if you have any prior commitments that are considered conflict of interest in respect of this appointment.

## Section 7 – Declaration

In applying for this position you are committing to the principles as set out in **Annex 1** of this document.

All private sector representatives will be asked to sign an Advisor Agreement obliging them to comply with the basic principles of the Members Code of Conduct that co-opted members must agree to.

The advisor agreement is available upon request as a reference document.

Declaration: I declare that the information given in this form is accurate

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## **Annex 1: The Seven Principles of Public Life** *Published 31 May 1995*

### **Nolan Principles**

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services.

### **The Seven Principles of Public Life**

The Public Standards Committee has set out '**Seven Principles of Public Life**' which it believes should apply to all in the public service. These are:

#### **Selflessness**

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.

#### **Integrity**

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

#### **Objectivity**

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

#### **Accountability**

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

#### **Openness**

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

#### **Honesty**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

#### **Leadership**

Holders of public office should promote and support these principles by leadership and example.