

Corporate Joint Committee for South West Wales (CJCSWW)

Private Sector Advisor Agreement

In accordance with the South West Wales Corporate Joint Committee Regulations 2021 (as amended), the South West Wales Corporate Joint Committee has agreed to appoint **<insert name>** as a member of the Advisory Board of the South West Wales Corporate Joint Committee.

Term

The Advisor is appointed for a period of one calendar year, subject to renewals being agreed on an annual basis by the South West Wales Corporate Joint Committee.

Purpose

The Advisor is appointed to strengthen the breadth of experience and skills available to the South West Wales Corporate Joint Committee, to enable local input or to provide for local representation and to provide specialist expertise on specific issues.

Advisors shall:

- 1 Conduct themselves appropriately and shall treat others with respect at meetings of the Advisory Board.
- 2 Not conduct themselves in a manner which could reasonably be regarded as bringing the South West Wales Corporate Joint Committee into disrepute
- 3 Abide by any policies and procedures adopted by the South West Wales Corporate Joint Committee
- 4 Prepare fully for meetings of the South West Wales Corporate Joint Committee including reading papers and seeking advice from the officers when necessary.
- 5 Comply with any request for information from the Chief Executive, Monitoring Officer or S151 Officer of the South West Wales Corporate Joint Committee properly and reasonably required in connection with their role as a member of the Advisory Board
- 6 Provide information or to attend a meeting and answer questions in connection with their activities as a member of the Advisory Board, as the case may be and to comply with any such request.

- 7 Not disclose confidential information nor any information relating to business of the South West Wales Corporate Joint Committee which is exempt from public access
- 8 Avoid situations where their interests will conflict with the interests of the South West Wales Corporate Joint Committee.
- 9 Regard themselves as having a personal interest in any business of the South West Wales Corporate Joint Committee Board if it relates to or is likely to affect:
 - 9.1 Any employment or business carried on by them or any person who employs or has appointed them
 - 9.2 Any firm in which they are a partner or any company for which they are a remunerated director.
 - 9.3 Any corporate body which has a place of business or land in the South West Wales Corporate Joint Committee region and in which they have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body.
 - 9.4 Any land in which they have a beneficial interest which is in the South West Wales Corporate Joint Committee region.
 - 9.5 Any land in the South West Wales Corporate Joint Committee region in which they have a licence to occupy for 28 days or longer.
- 10 Regard themselves as having a prejudicial interest in any business of the South West Wales Corporate Joint Committee if they have a personal interest which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice their judgment of the public interest.
- 11 Inform the Monitoring Officer of the South West Wales Corporate Joint Committee of any personal interests so that the South West Wales Corporate Joint Committee may register their interests on a register of interests of South West Wales Corporate Joint Committee
- 12 Disclose at any meetings the existence and nature of their interest before or at the commencement of the consideration of the business or when the interest becomes apparent.
- 13 Withdraw from any meetings if a prejudicial interest is identified and not participate in the consideration of business withdraw from the meeting and they shall not participate in the consideration of the business
- 14 Where a prejudicial interest in any business considered by the South West Wales Corporate Joint Committee they may attend a meeting of the South West Wales Corporate Joint Committee or Advisory Board at which the business is considered for the purpose of making representations answering questions or

giving evidence to the same extent that members of the public are allowed to attend the meeting for the purpose of making representations answering questions or giving evidence.

Acceptance

I <insert name> undertake to abide by the principles and obligations set out in this Advisor Agreement.

Advisor Name	Organisation	Signature	Date

Sample