

Ref No. _____



SOCIAL PARTNER APPLICATION PACK

**ARDS AND NORTH DOWN BOROUGH COUNCIL
PEACE IV PARTNERSHIP**

PEACE IV PROGRAMME

Social Partner Specification

Ards and North Down Borough Council wishes to recruit social partners to serve on the Ards and North Down Borough Council PEACE IV Partnership. The Ards and North Down PEACE IV Partnership will comprise of:

- 9 elected members – appointed by Ards and North Down Borough Council through the De Hondt principle at the Annual Meeting for a period up to date of the next local government elections;
- 7 statutory partners – selected from emerging priorities as identified from the consultation processes 2014 - 2016;
- 8 social partners – representation will be from the following groups:
 - Community Sector
 - Voluntary Sector
 - Black and Minority Ethnic Community
 - Older People
 - Younger people
 - Women’s sector
 - Business Community
 - Trade Unions

The composition of the partnership is reflective of the Ards and North Down Borough Council area. The partnership is balanced with appropriate skills and expertise to ensure that community needs and interests are represented.

Pre-selection criteria

You must comply with the following pre-selection criteria:

- Complete the Monitoring Form and return in a sealed envelope along with the application form.
- Be nominated by an organisation which is a formally constituted group based in the area or with a direct interest in the Ards and North Down Borough Council area (the form must be signed by Chair or other Office Bearer of said body eg Director, Manager, Chairperson etc).
- Be a Social Partner representative of one of the following key sectors; Community Group, Voluntary Group, Black and Minority Ethnic Community, Women’s Group, Older People and Younger people.
- Only one nomination per organisation will be considered.

Essential Criteria

- Be over 18 years of age.
- Be required to attend a minimum of 8 meetings per annum.
- Have a good knowledge and understanding of local issues, in particular around youth, sectarianism and racism issues facing the Ards and North Down Borough Council area.
- Have relevant skills and experience gained through professional and / or community and voluntary undertakings, which are directly applicable to the PEACE IV programme.
- Have experience of successful partnership working or committee membership involving a range of partners such as community organisations, statutory bodies, local council etc.
- Be committed to actively promoting and participating in all aspects of the PEACE IV programme and encourage uptake from all sides of the community.

Desirable criteria

- Candidates should have a knowledge and understanding of the principles of corporate governance and standards of behaviour.

Relevant Information

1. The PEACE IV Partnership is representative of the community from across the Ards and North Down Borough Council area. It functions as a voluntary body, responsible for the implementation of the Action Plan and comprises Local Authority Elected Members, Statutory representatives and Social Partners. Ards and North Down Borough Council are the lead partner in delivery of the PEACE IV Programme across Ards and North Down.
2. It is a basic requirement that members of the Partnership should either live in, or have a significant interest, in the Ards and North Down Borough Council area. The PEACE IV Partnership seeks to be representative of the groups identified under Section 75 of the Northern Ireland Act.
3. The time commitment will be approximately 2-3 hours per month for up to 8 Partnership meetings per year. Further commitment and participation may be required for relevant sub-groups.
4. This is a voluntary appointment, with only travel costs and minor expenses reimbursed.



SOCIAL PARTNER APPLICATION FORM

Ards and North Down Borough Council

PEACE IV Partnership

Social partners will bring a range of peace building skills and expertise to the Ards and North Down Borough Council PEACE IV Partnership and will reflect the nature of the social partner sector in the area, to ensure a good balance is achieved. They will also be reflective of the S75 groups and will allow and enable both realism and challenge to the planned development and delivery process. The social partners will also reflect the themes of the plan. A focus on ensuring hard to reach groups and those affected by the conflict will also be considered. The following representatives are being sought from the community. One position will be given to each of the following:

- Community Sector
- Voluntary Sector
- Youth Sector
- Women's Sector
- BME Representative
- Older People

Applicant Details:

1. Name _____

2. Home Address _____

_____ **Post Code** _____

3. Telephone No _____ **Mobile No** _____

4. Email Address _____

5. What Social Partner Sector(s) do you represent eg Community/Voluntary, Young People, Ethnic Minority, Women etc

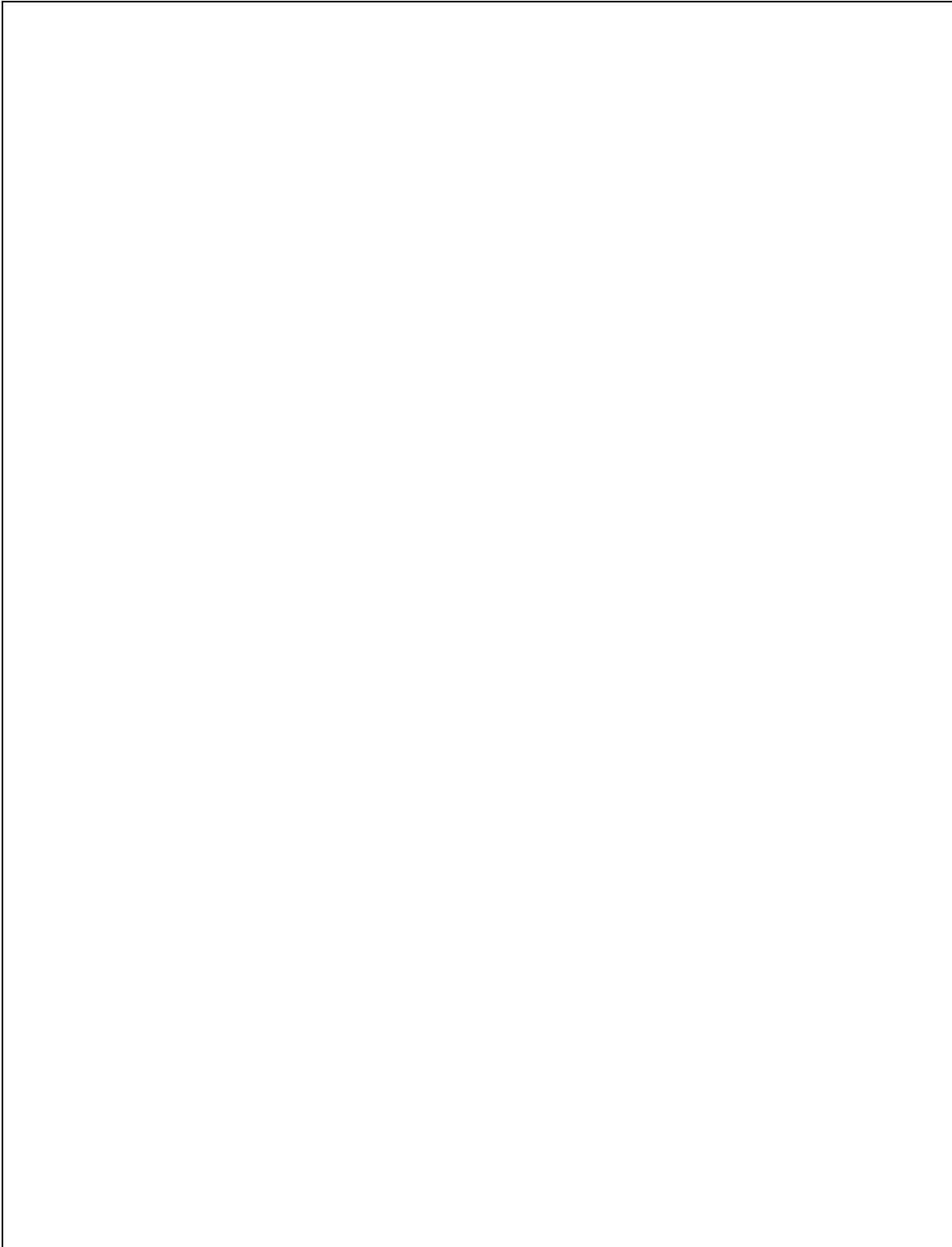
6. Name of Nominating Body

7. Chairperson of Nominating Body _____

8. Signature of Nominating Body (Chair or Officer)

- 9. Please demonstrate your knowledge and understanding of the local issues, in particular around youth, sectarianism and racism issues facing all of the Ards and North Down Borough Council area.**

- 10. By way of example demonstrate relevant skills and experience gained through professional and / or community and voluntary undertakings, which are directly applicable to the PEACE IV programme across all of Ards and North Down Borough Council area.**

A large, empty rectangular box with a thin black border, intended for the applicant to provide examples of relevant skills and experience. The box is currently blank.

- 11. Please outline your experience of participating on partnerships or committees involving a range of partners such as community organisations, statutory bodies, local council etc.**

**12. Do you commit to attending a minimum of 8 meetings per year?
(Please tick)**

Yes No

**13. Do you commit to actively promoting and participating in all aspects of
the PEACE IV programme and encourage community participation?**

Yes No

I can confirm that all the information provided is true and accurate.

Signed: _____ Date: _____

**Completed applications must be signed and returned no later than 12 noon
12th August 2016 to:**

Gillian McCready
PEACE IV Officer
Ards and North Down Borough Council
2 Church Street
Newtownards
BT23 4AP

Late applications will not be accepted.

**Please complete the monitoring form, place in a separate envelope and
return with your application form.**

Please return this form to the Monitoring Officer, by **12th August 2016**

**Ards and North Down Borough Council PEACE IV Partnership
Equal Opportunities Monitoring Questionnaire**

Statement

All recruitment in local government is regulated by the Local Government Staff Commission's Code of Procedures on Recruitment and Selection. Local government is committed to the fair and equal treatment of all those seeking employment and in employment.

Monitoring

To ensure the effective implementation of the Equal Opportunities Policy all applicants are requested to complete the following questionnaire. This questionnaire will be kept separate from your application form and will be strictly controlled in accordance with the provisions of the Data Protection Act 1998. It will be used to provide statistics for monitoring purposes and collate information on disability.

This questionnaire will not be seen by the shortlisting panel/interview panel and all information provided will be treated in strictest confidence.
Please complete the questions below.

Date of Birth:

Gender:	Male		Female	
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Marital Status:	Single	
	Never Married	
	Married	
	Separated	
	Divorced	

Nationality:

Religious Affiliation/Community Background:
The Council is required by the Fair Employment and Treatment (NI) Order 1998 to monitor the perceived religious affiliation/community background of its employees and applicants. In accordance with the Monitoring Regulations 1999, we are asking you indicate the community to which you belong by ticking the appropriate box below:

I am a member of the Protestant Community	
I am a member of the Roman Catholic Community	
I am a member of neither the Protestant or Roman Catholic Communities	

Ethnic Origin:	White		Indian	
	Pakistani		Bangladeshi	
	Chinese		Black African	
	Black Caribbean		Irish Traveller	
	Black – Other			

	Other	
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Sexual Orientation:		
To ensure compliance with the Employment Equality (Sexual Orientation) Regulations 2003 the Council has asked the question below. However, your response to this question is optional.		
I am Heterosexual (Straight)		
I am Homosexual (Gay or Lesbian)		
I am Bi-Sexual		
Other (Please specify)		
I do not wish to answer this question		

Political Opinion:	Unionist Generally	
	Nationalist Generally	
	Other	
	I do not wish to answer this question	

Disability:			
Under the Disability Discrimination Act 1995 a person is considered to have a disability if he or she has “a physical or mental impairment which has a substantial and long-term adverse effect on his or her ability to carry our normal day-to-day activities”			
Do you consider yourself to have a disability	Yes		No
<i>If you have answered 'Yes' to the above question please indicate the nature of your impairment by ticking the appropriate box or boxes:</i>			
Physical Disability			
Mental Health Disability			
Learning Disability			
Other			

Dependants:	
Do you have personal responsibility for the care of any of the following: (Please tick all that apply)	
A child or children	
A person with long-term physical or mental ill-health or disability	
A dependant elderly person	
None of these	

To ensure confidentiality, please place this Equal Opportunity Monitoring Questionnaire in the envelope marked 'Monitoring Officer', seal the envelope and enclose it with your application form.