

**British Transport Police Authority**

# Member Appointment: *Forms and Questionnaires*

November 2014



Department  
for Transport





This is an Interactive PDF Form – You can save the information that you have filled in, and continue or modify later if needed.

### IMPORTANT!

You must save this PDF document to your computer before filling in the blank fields. You will need to re-open it using Adobe Acrobat Reader to enable the editing and saving function (i.e. do not open with a web browser).

You may need to install the latest version of Adobe Acrobat to enable the function.

## Public Appointments Monitoring Form

All Government Departments aim to provide fair and equal access to public appointments and to ensure that all sectors of society are represented. The questions set out in this form help us to monitor the effectiveness of this policy by gaining a picture of all those applying for and obtaining appointments. This monitoring form will be detached and not seen by the selection panel.

The Office of the Commissioner for Public Appointments (OCPA) requires us to collect information on the gender, age, ethnic origin and disability of all those appointed. OCPA also requires information on whether appointees have been politically active in the past five years and whether other public appointments are held.

In addition, we may also be asked to provide information – in summary form only that does not identify individuals - in response to Parliamentary Questions and other public enquiries. In line with Government policy, and in accordance with the provisions of the Data Protection Act, the information you provide will be held confidentially and can only be used if you give us your consent. This application thus includes a question asking whether you are happy for this to be made publicly available.

Assessment of your suitability for the post is made purely on the information you provide in your curriculum vitae, Expression of Interest and your performance at the interview should you be invited. Appointments are made strictly on merit. We hope that this encourages you to complete the form.

Should you have any questions please contact Laverne Bryant. Contact details are in the candidate pack.

**Gender (please tick)**

Male  Female

**Age**

Date of birth

## **Disability**

The Disability Discrimination Act 1995 defines a person as disabled if they have a physical or mental impairment which has a substantial and long term (i.e. has lasted or is expected to last at least 12 months) adverse effect on their ability to carry out normal day-to-day activities. Adverse effects may arise from external barriers experienced by people with impairments.

Do you consider yourself to have a disability as defined by the DDA?

Yes                No

## Ethnicity

Please state which groups you most identify with. Please tick only one box in column A and one box in column B.

### Column A

- British or Mixed British
- English
- Irish
- Scottish
- Welsh
- other (specify if you wish)

### Column B

#### Asian

- Bangladeshi
- Indian
- Pakistani
- Any other Asian background (specify if you wish)

#### Black African

- Caribbean
- specify if you wish)

#### Mixed Ethnic background

- Asian and White
- Black African and White
- Black Caribbean and White
- Any other Mixed Ethnic background (specify if you wish)

#### White

- Any other White background (specify if you wish)

#### Chinese, or any other ethnic background

- Chinese
- Any other background (specify if you wish)



## **Conflict of interest**

Please give details of any business or other interests or any personal connections which, if you are appointed, could be misconstrued or cause embarrassment to the Authority or the Department for Transport. If none, state none below.

Any potential conflicts of interest detailed here will not prevent you going forward to interview but may, if appropriate, be explored with you during your interview to establish how you would address the issue(s) should you be successful in your application.

# Political activity questionnaire

All applicants for a public appointment should complete the question below. This question is asked as it enables the monitoring of political activity of candidates for a public appointment in so far as it is already in the public domain. Neither activity nor affiliation is a criterion for appointment (except where statute dictates specific representation).

If you are successful, the information provided will be published with the announcement of your appointment.

*Please indicate which of the following activities you have undertaken during the past five years by ticking the appropriate box and by providing details of your involvement. Name the political party or body for which you have been active. If you have been or are an Independent or have sought or obtained office as a representative of a particular interest group, you should state this. You should tick all relevant categories.*

- a.  Obtained office as a Local Councillor, District Councillor, MP, MEP, MLA etc.  
 Stood as a candidate for one of the above offices  
 Spoken on behalf of a party or candidate
  
- b.  Acted as a political agent  
 Held office such as Chair, Treasurer or Secretary of a local branch of a party  
 Canvassed on behalf of a party or helped at elections  
 Undertaken any other political activity which you consider relevant
  
- c.  Made a recordable donation to a political party<sup>1</sup>
- d.  None of the above activities

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<sup>1</sup> The Political Parties, Elections and Referendums Act 2000 requires the Electoral Commission to publish a register of recordable donations (donations from any individual totalling more than £5,000 in any calendar year, or more than £1,000 if made to a subsidiary accounting unit such as a constituency association, local branch, women's or youth organisation). These provisions became effective from 16 February 2001

*Name of Party for which activity undertaken:*

*Details of involvement*

*Name and Signature*

*Date:*

*Political activity in itself is no bar to appointment. To allow the panel to explore such activity with the candidates in the context of their ability to perform in the role, candidates should declare any significant political activity (which includes holding office, public speaking, making a recordable donation, or candidature for election) which they have undertaken in the last five years. This information will only be provided to the panel for those applicants selected for interview. Details of the successful candidate's declared political activity must be published by appointing Departments when the appointment is publicised.*

# Referees

Please give details of two referees. These will only be approached if you are being invited to attend an interview. If possible one should be from your current employer.

Name:
Address:
Tel no:
In what context does this referee know you?

## Second referee

Name:
Address:
Tel no:
In what context does this referee know you?