



WADEBRIDGE TOWN COUNCIL

CO-OPTION CRITERIA

Name of Local Council: WADEBRIDGE TOWN COUNCIL

Description of Office: Wadebridge Town Councillor

COMPETENCY	ESSENTIAL	DESIRABLE
<i>Relevant knowledge, Education, Professional Qualifications & Training</i>	<ul style="list-style-type: none"> • Sound knowledge and understanding of local affairs and the local community. 	
<i>Experience, Skills, Knowledge and Ability</i>	<ul style="list-style-type: none"> • Solid interest in local matters. • Ability and willingness to represent the Council and their community. • Good interpersonal skills. • Ability to communicate clearly both orally and in writing. • Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff. • Good reading and analytic skills. • Ability and willingness to work with the council's partners (e.g. voluntary groups, other parish councils, principal authority, charities). • Ability and willingness to undertake relevant training. • Ability to work under pressure. 	<ul style="list-style-type: none"> • Knowledge of HR, procurement, contract management, financial control or risk management and compliance, public relations. • Experience of working in another public body or not for profit organisation. • experience of working with voluntary and or local community/ interest groups. • Basic knowledge of legal issues relating to town and parish councils or local authorities. • experience of delivering presentations. • Experience of working with the media. • Experience in financial control/budgeting • Experience of staff management
<i>Other requirements</i>	<ul style="list-style-type: none"> • Ability and willingness to attend meetings of the council (or the meetings of other local authorities and local bodies) in the evening and events in the evening and at weekends. • Flexible • Enthusiastic 	



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CO-OPTION ELIGIBILITY FORM

- Are you a British subject, citizen of the Commonwealth or citizen of the European Union? **YES/NO**
- On the 'relevant date' (i.e. the day on which you are nominated or if there is a poll the day of the election) are you 18 years of age or over? **YES/NO**

PLEASE TICK THOSE BELOW WHICH APPLY TO YOU	
a) I am registered as a local government elector for the town of Wadebridge; or	<input type="checkbox"/>
b) I have, during the whole of the twelve months preceding the date of my co-option, occupied as owner or tenant, land or other premises in the town of Wadebridge; or	<input type="checkbox"/>
c) My principal or only place of work has, during the whole twelve months preceding my co-option, been in the town of Wadebridge; or	<input type="checkbox"/>
d) I have during the whole of twelve months preceding my co-option lived in the town of Wadebridge or within 3 miles of it.	<input type="checkbox"/>

Under Section 80 of the Local Government Act 1972 a person is **disqualified** from being elected as a Local Councillor or being a member of a Local Council if specific criteria are not met:

- a) Are you an employee of Wadebridge Town Council? **YES/NO**
- b) Are you the subject of a bankruptcy restrictions order or interim order? **YES/NO**
- c) Have you within the last five years been convicted of an offence in the UK, Channel Islands or Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine; **YES/NO**
- d) Are you disqualified by order of a court from being a member of a local authority? **YES/NO**

DECLARATION

I.....hereby confirm that I am eligible for the vacancy of Wadebridge Town Councillor, and the information given on this form is a true and accurate record.

Signed:

Print:

Date:



WADEBRIDGE TOWN COUNCIL

CO-OPTION APPLICATION FORM

NAME	
ADDRESS	
TELEPHONE NUMBER	
EMAIL ADDRESS	
<p>Please tell us something about what experience you can bring to Wadebridge Town Council, for example; previous local government experience, work in the voluntary or charitable sector, business or trade union experience <i>(please continue on an additional page if required)</i>.</p>	



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Please tell us something about skills you can bring to the Council, for example; professional qualifications, financial or project management expertise (*please continue on an additional page if required*).



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Please explain why you are interested in becoming a Town councillor



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Please include any other information you would like to add in support of your application? *(please continue on an additional page if required)*



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Are there any questions you would like to ask the Town Council?

Signed:

Print:

Date: