

**Acis Group
Tenant Led Scrutiny Panel application form**

Name	
Address	
Tel	
Email	

I am interested in being considered as a member of the Tenant Led Scrutiny Panel.

Signature.....

What to do next

The checklist, below, asks about the qualities and experiences you can offer the Tenant Led Scrutiny Panel. The checklist is a guide only and you will **not** be expected to have answered yes to all the qualities and experiences on the list. Please complete the checklist for our information and return this form to the address at the end of the form. We have provided two copies of this application, as you may want to keep a copy for your records.

You will be invited to an informal chat in the near future when we will ask you about some of the qualities and experiences you have identified on the checklist. The chat is intended to find out about your interests and what you could offer to the Tenant Led Scrutiny Panel. It will be very informal and you will not be asked anything that is not covered on the checklist.

Please advise us if you have any specific needs which will need to be considered when you meet with us.

When would be your preferred time to meet with us:

Any	
Morning	
Afternoon	
Early evening	

Please complete the checklist, below and continue on the next page. Remember, you will **not** be expected to answer yes to every question.

Qualities and experiences I have	Yes	No	Not sure
A tenant, leaseholder or service user living in an Acis property			
Motivated to improve the services for everyone who lives in an Acis property			
Can commit the time needed to make the Scrutiny Panel a success			

Qualities and experiences I have (continued)	Yes	No	Not sure
Enthusiastic about making a difference			
Prepared to attend and participate in the training sessions			
Able to leave personal issues behind			
Try to be as objective as possible			
Avoid making judgements and aware of preconceptions			
Carry out both written and verbal instructions			
Able to focus and concentrate on the task I have to do			
Able to provide evidence of my views			
Able to work in group			
Able to contribute to group discussions			
Be constructive in what I say			
Can listen to other peoples' points of view			
Can read and record information accurately on paper (or alternative formats if required)			
Able to report back more than just 'yes' or 'no', or 'good' or 'bad'			
Prepared to familiarise myself with the code of conduct and abide by everything included in it.			
Appreciate and uphold confidentiality at all times			
Able to handle commercially sensitive information			
Committed to promoting and upholding the principles of equal opportunities and diversity			
Able to ask questions when not sure about something			
Act professionally and in a tactful, diplomatic and sensitive manner			
Able to work to agreed time-scales and deadlines			
Agree to uphold the integrity of the Scrutiny Panel at all times			

Other skills and experience that you would like to tell us about:

Please return to: Lucy Picksley, Resident Involvement Officer, Acis Group Limited, Acis House, Bridge Street, Gainsborough, Lincolnshire, DN21 1GG

For help with completing the form or for further information please contact the Lucy Picksley, Resident Involvement Officer on 01427 675806