

Elected Member Annual Report and Review 2012/13



Name of Member: Councillor David Elliott

Ward: Southborough North

Section 1: Attendance at Council/ Committee and Sub-Committee meetings

This section has been completed by Democratic Services and lists all Council and Committee meetings, including how many meetings of each, you attended for the period from Annual Council on 23 May 2012 to the end of April 2013.

Name of Committee	No. of meetings attended	No. of meetings held during the year
Full Council	6	6
Overview and Scrutiny Committee	4	5
Finance and Governance Cabinet Advisory Board	5	8
Western Area Planning Committee	9	11
Community Grants' Assessment Panel		
Cabinet (not a member)	1	15

Please list how many County Council, Parish/Town Council and Town Forum meetings you have attended.

County Council	Parish/Town Council	Town Forum
<p>Attended one meeting of the Kent Flood Risk Management Committee-representing the Borough. A second meeting was cancelled because of snow.</p>	<p>Southborough Town Council - attended 25 meetings in my capacity as a Southborough Town Councillor. Assisting with the practical tasks in connection with the implementation of the</p>	<p>Attended one meeting of the Town Forum to present the findings of the Dog Fouling 'Task and Finish' Group.</p>

<p>Member of the Brick Pavements Working Party which reports back to the Joint Transportation Board.</p>	<p>Southborough Common Management Plan, organised by the Kent High Weald Partnership and their team of volunteers.</p> <p>Also attended one meeting of Paddock Wood Town Council as an observer to see how it operated.</p>	
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Section 2: Community Involvement

Please list details of organisations within the community with which you are involved, including any outside bodies that you have been appointed to by the Council in order to promote joint working and improved service delivery to the public.

Organisation	Brief description of your role
<p>TN2 Community Trust.</p>	<p>Board member representing the Borough. To support the work of the Trust and the community of Sherwood.</p>
<p>Southborough and High Brooms District Overseas Friendship Association.</p> <p>TS Brilliant and Southborough and District Lions Club.</p> <p>Southborough Town Council – Councillor.</p>	<p>Committee Member</p> <p>Organise Classic Car Shows for both organisations at their main annual fund raising events.</p> <p>Member of the Parks and Cemetery and Finance and General Purposes Committees.</p>

Section 3: Assisting Constituents

Please give an illustration of the ways in which you have assisted or liaised with your constituents, or other residents of the Borough (i.e resolving problems), including details of any surgeries you have held.

Assisting constituents with various planning issues in the Ward.

Dealing with complaints relating to overhanging hedges, parking, a fallen oak tree, litter, dog fouling, pot holes, blocked drains, silted up road gulleys, surface water flooding, etc, liaising with the KCC Member for the Ward and appropriate officers at the Borough and/or KCC.

Section 4: Special Responsibilities

Please list any other positions of responsibility that you may hold within this Council (for example: Portfolio Holder, Chairman, Vice-Chairman, Lead Member, or Mayoral duties).

Responsibility	Nature of your duties
Vice Chairman	Western Area Planning Committee
Chairman	Dog Fouling Task and Finish Group
Deputised for the Leader at the Local Government Association Annual Conference in Birmingham,	
One of two members representing the Borough on the LGA Urban Commission.	
Chairman of Tunbridge Wells and Maidstone Joint Health Overview and Scrutiny Committee.	
Chairman of Transition Tunbridge Wells Liaison Group	Chair meetings of Officers and members of Transition Tunbridge Wells.

Section 5: Learning and Development

This section has been completed by Democratic Services and lists dates and details of attendance at training sessions, conferences, seminars etc during the period 23 May 2012 to the end of April 2013 which have supported you in your duties as a councillor. Please check this with your own records and contact Wendy Newton-May if you have any queries.

Details of event	Date attended
Website Briefing	21 June 2012
Planning Member Training (NPPF & Conservation)	4 July 2012
Localism Act Briefing	9 July 2012
Member Briefing – Rate Relief	18 July 2012
Community Infrastructure Levy	20 September 2012
Member Briefing – Landscape Designations	3 October 2012
Member Briefing – Gypsy Awareness	16 October 2012

Affordable Housing	5 December 2012
Strategic Compass and Budget	12 December 2012
Residents Survey 2012 Results	17 January 2013
Findings From The Census 2011	24 January 2013
Short Bite – Merger of Planning Committees and Changes to Permitted Development	13 February 2013
Members Questions and Answers and Planning Forums	6 March 2013
Site Allocations	21 March 2013
NPPF – 1 year on	27 March 2013
Update on the Business Delivery Unit	16 April 2013

Do you have any other learning and development needs that have not been identified or met by the Council? If so, please set out below.

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Section 6: Internal Meetings Attended

Please give details of role and attendance at internal meetings, including Working Parties/Groups and Political Group meetings.

Details of event	Role and purpose
Conservative Political Group Meetings	Secretary of the Conservative Group

Community Safety Partnership	To give support to officers and Partnership members.
Safe Town Partnership	To give support to Officers and Partnership members.
Sustainability Officers Board	To give support to officers
Community Grants Assessment Panel	Member – attend as required

Section 7: Supplementary Information

Please feel free to add any information you consider may assist in defining your role as an elected Member, any outside obligations that may impact on your role or any additional information you wish to add.

Vice Chairman (Membership) of the Tunbridge Wells Conservative Association with effect from 15th March 2013.

Chairman of the Southborough and High Brooms Branch of the Tunbridge Wells Conservative Association.

Dated: 4th April 2013.