

Elected Member Annual Report and Review 2012/13



Name of Member: Councillor Alain Lewis

Ward: Southborough and High Brooms

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	5	6
Overview and Scrutiny Committee	5	5
Planning and Transportation Cabinet Advisory Board	8	8
Joint Transportation Board (not a member)	1	4

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

County Council	Parish/Town Council	Town Forum
	28 Southborough Town Council meetings attended	

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
Southborough and High Brooms District Overseas Friendship Association	Committee Member
Southborough and Kaniv Association	Member
Southborough Society	Member
Civic Society	Member
Tunbridge Wells Ramblers Association	Programme Secretary

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.

I have been consulted on issues such as Housing, Residents Parking, Car Parking Charges, Planning Applications and Dog Mess

My telephone numbers and address go out in the Southborough Newsletter 3 times a year as well as being easily accessible through many sources.

I am always available if not I will always return a call.

As the Southborough Town Council Labour group we hold surgeries in Bliss community café once a fortnight. I deal with any Borough issues.

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

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
Localism Act training	9 July 2012
Member Briefing – Digital by Choice	25 July 2012
Code of Conduct and Register of Interests	25 October 2012
Community Infrastructure Levy	20 September 2012
Strategic Compass and Budget	12 December 2012
Residents Survey 2012 Results	17 January 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.

None at present

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
Site Allocation Working Party	

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.

I work full time for Kent Adult Education as an Administration Manager at the Tonbridge and Dartford Centres.

Dated:23 April 2013