

Elected Member Annual Report and Review 2012/13



Name of Member: Councillor David Scott

Ward: St John's

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
Licensing Committee	4	5
Licensing Sub-Committee (only 3 of the 15 members are called at any one time)	7	24
Audit and Governance Committee	3	4
Finance and Governance Cabinet Advisory Board	7	8
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
		Attended 5 meetings

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
Citizens Advice Bureaux	Liaison appointee for Tunbridge Wells Visited the offices and interviewed personnel. Attended several meetings and gave suggestions, advice.

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.

- Meetings with several local residents associations to provide assistance, advice and information.
- Dealing with potholes, removal of trees, planting of new trees, allotment disputes.
- Solving problems with noise from parks / neighbours.
- Assisting with concerns about parking (street and local car parks).
- Meeting with local businesses regarding their concerns.
- General improvement in the local environment e.g. putting up additional 'dog fouling' signs, dealing with fly tipping, graffiti cleaning, better maintenance – drains, hedge trimming and cleaning.
- Assisting disabled and elderly to give comment to the taxi licencing body.
- Planning – suggesting alternative approach to a resident about a proposed structure to gain planning approval.
- Commentary on several consultative documents.

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
Planning Committee Training	28 May 2012
Media Training	29 May 2012
Licensing Committee Training	31 May 2012
Website Briefing	21 June 2012
Planning Member Training (NPPF & Conservation)	4 July 2012
Member Briefing – Rate Relief	18 July 2012
Member Briefing – Digital by Choice	25 July 2012
Equality Act	14 June 2012
Localism Act	9 July 2012
Code of Conduct and Register of Interests	21 November 2012
Strategic Compass and Budget	12 December 2012
Residents Survey 2012 Results	17 January 2013
Licensing Training	22 January 2013
Findings From The Census 2011	24 January 2013
Policy Framework Briefing	20 February 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.

The electronic system for assisting councillors is antiquated. There should be:

1. Simple electronic record for case management where items are forwarded to others in the council or say KCC to deal with the issue and report back.
2. We should be able to coordinate efforts electronically between councillors.
3. The iPad App 'looking local' is very valuable – and appears to get things done but there is no real feedback and the maps are not updated when an issue is dealt with.
4. All reports should be easily accessible – in one place – for easy reference using a pc, iPad etc. I am in meetings – I want to be able to find reports on my iPad to refer to items during the meeting. I find it difficult to locate reports – members of the public must find it even more difficult.
5. The email system is designed for small emails without attachments now so often attached (e.g. with photos or maps). Hence the inbox gets jammed quickly. Do away with attachments and provide links to allow instant download of files – should the councillor require it OR a 'dropbox' facility – or efficient library system where all files are stored for easy electronic access.
6. The email forwarding system – to personal email accounts – does not work well as replies are made difficult and the Council email box fills and will not accept further emails.

I understand many Councillors are not comfortable with electronic methods however the antiquated system inhibits their use of electronics. State of the art would provide them with greater comfort – not less.

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 Group Meetings	Member, to discuss overall issues facing the council.
Ward party meetings	Member – to discuss ward issues.
Vision Task & Finish Group (sub-committee of Governance committee)	Working member of this small group.

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.

Using my experience and expertise in assisting the disabled, finance, risk management, insurance, statistics, analysis, corporate and small company management and strategy within the various committees – I believe these skills have enabled me to provide significant advice for enhancing decisions, reducing costs.

Dated:15 May 2013