

Elected Member Annual Report and Review 2015



Name of Member: Councillor Catherine Rankin

Ward: Park

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 January to December 2015.

1 January – 27 May

Name of Committee	No. of meetings attended	No. of meetings held during the year
Full Council	2	4
Overview & Scrutiny Committee	4	4

28 May – 31 December

Name of Committee	No. of meetings attended	No. of meetings held during the year
Full Council	2	3
Overview & Scrutiny Committee	4	4

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

County Council	Parish/Town Council	Town Forum

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
Sir Thomas Smythe's Charity – St Peter's Parish	Ensure that local residents can access grants available from the charity
St Peter's School - Governor	Work with the school to maintain outstanding standards and obtain new school premises
Tourism South East – The Southern and South East England Tourist Board.	
Tunbridge Wells Commons Conservators	
Local Government Association - General Assembly	

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.

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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
Chairman of the Overview & Scrutiny Committee	Chairing meetings of the Overview and Scrutiny Committee

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 January to December 2015 which have supported you in your duties as a councillor. Please check this with your own records and contact Emily Metcalf if you have any queries.

Details of event	Date attended

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.

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
Constitutional Review Working Party (until May 2015)	Member
Planning Policy Working Group (until May 2015)	Member

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.

Dated: