

Elected Member Annual Report and Review 2011/12



Name of Member: Councillor Mike Rusbridge

Ward: Southborough North

Year elected: 2010

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 25 May 2011 to the end of April 2012.

| Name of Committee | No. of meetings attended | No. of meetings held during the year |
|---|--------------------------|--------------------------------------|
| Council | 4 | 6 |
| Licensing Committee | 4 | 6 |
| Licensing Sub-Committee (only 3 members required at any one time) | 2 | 16 |
| Western Area Planning Committee | 9 | 13 |
| Economy and Governance Select Committee (not a member) | 2 | 10 |
| Standards Committee (not a member) | 1 | 7 |
| | | |

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

| County Council | Parish/Town Council | Town Forum |
|----------------|--|------------|
| | 4 – 3 dealing with Christmas lights and 1 dealing with a civic award | |

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 (please contact Democratic Services if you need any information on the number of meetings held by the Outside Bodies per year.

| Organisation and brief description of your role | No. of meeting attended | No. or frequency of meetings held during the year | Council Appointment? (yes or no) |
|---|---|--|----------------------------------|
| Gallards Almshouse Trust | Many as a trustee and member of the development project group | Because of the redevelopment, meetings are held frequently | yes |

Section 3: Assisting Constituents

Please give an illustration of the ways in which you have assisted your constituents, or other residents of the Borough (i.e ward walks, resolving problems in TWBC services), including details of any surgeries you have held. How do you make it easier for constituents to contact you?

I have a business (including a shop) in my ward. Having completed 14 years as a Borough Councillor in this ward and previously 16 years as a Town Councillor, I have the majority of my constituent contacts there. I also have quite a number of phone calls and in particular have been dealing with emails and other correspondence with residents concerned about redevelopment in Southborough centre.

As Chairman of Western Area Planning Committee I frequently point those with planning queries towards the relevant officers.

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, Champion, or Mayoral duties).

| Responsibility | Nature of your duties |
|---|--|
| Chairman, Western Area Planning Committee | Chair meetings, attend briefings and ensure members have all the relevant information to make decisions. |

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 25 May 2011 to end of April 2012 which have supported you in your duties as a councillor. Please check this with your own records and contact Wendy Newton-May, Democratic Services, if you have any queries.

| Details of event | Date attended |
|---|---------------|
| Short Bite – Introduction to Development Manager | 01/06/11 |
| Licensing Training | 15/06/11 |
| Members’ Briefing: Local Policing | 22/06/11 |
| Short Bite – Overview of Draft National Planning Policy | 24/08/11 |
| Short Bite – Design Review | 14/09/11 |
| Short Bite – Processing of Applications | 05/10/11 |
| Members’ Briefing: Council Priorities for 2012 | 12/01/12 |
| Members’ Briefing: Core Strategy Review | 17/01/12 |
| Short Bite – Conservation Areas | 07/03/12 |
| Members’ Briefing: Empty Properties in the Borough | 25/04/12 |

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

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 frequency of attendance |
|--|---------------------------------------|
| Local Development Framework Members’ Working Group | Member – 4 out of 7 meetings attended |
| Children & Young People Members’ Working Group | Various meetings attended |
| Economy, Skills and Transport Thematic Group | Various meetings attended |
| | |

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.

During this year my wife and I had an extended holiday in Australia visiting family. I will continue endeavour to fulfil my councillor role whilst supporting my family and business to the very best of my ability.

Date completed: 7 June 2012