

Elected Member Annual Report and Review 2011/12



Name of Member: Councillor John Smith

Ward: Frittenden & Sissinghurst

Year elected: 2011

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	5	6
Economy & Governance Select Committee	6	10
Eastern Area Planning Committee	10	11
Joint Transportation Board (not a member)	1	5

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

County Council	Parish/Town Council	Town Forum
	<i>Frittenden PC 4 Sissinghurst & Cranbrook PC 4</i>	

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 Samantha Timms in 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)
<i>Sissinghurst Boys FC Chairman</i>	3	3	No
<i>Benenden veterans FC. Secretary & Player</i>	4	4	No
<i>Queens Hall Theatre review group</i>	1	2	Yes
<i>St. George's village hall committee. Member</i>	6	5	No
<i>Sissinghurst Jubilee Committee</i>	3	3	No

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?

My role is primarily representing local residents and the ward of Frittenden & Sissinghurst to ensure that the residents and the area get a fair deal from the Borough. I have a responsibility to represent the Borough as a whole which can and does conflict from time to time. A considerable number of cases I deal with are personal and/or confidential, so rather than list individual cases I have indicated, by area, the number of cases/issues I have dealt with over the year below:

Planning - 8
 Environmental – 4
 Revenues & benefits – 13
 Roads – 8
 Housing – 3
 Schools – 3
 General – 9

I took part in all the ward walk days in Sissinghurst, obtaining direct feedback from residents which I found very interesting & useful as I did with the Frittenden ward walks a few years ago.

I attend as many local village events as I can so residents can speak to me directly, I am also contactable by the usual means, at home, phone or e-mail. E-mail is checked regularly & responded to promptly.

During the 2011/12 civic year, in the Deputy Mayor role, I have met a lot of individuals & organisations doing a lot of good work across the Borough. I am looking forward to the 2012/13 civic year and hope to raise some significant money for the Mayor's charity as well as promoting the Borough and continuing to do what I can for Frittenden & Sissinghurst.

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
Deputy Mayor	Assisting and substituting for the Mayor. Vice-chairman of the Council.
Member of Chief Exec appraisal & senior staff interview panel	Annual appraisals & interviews.

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
Members' Briefing: Sherwood Vision	15/09/11
Short Bite – Design Appraisal	19/09/11
Members' Briefing: Ice Rink/ Universal Credits	19/10/11

Members' Briefing: Calling Applications to Committee	17/11/11
Short Bite – Processing of Applications	21/11/11
Members' Briefing: Love Where We Live Awards/ 2012 Year of Celebrations	14/12/11
Members' Briefing: Council Priorities	12/01/12
CCTV Visit	31/01/12
Social Media	01/02/12

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.

No, but I would be interested in a course in Risk management & Governance.

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
Internal officer meetings including Mayoral duties.	Numerous, not recorded
Local Development Framework Members' Working Party	Member – 3 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.

As Deputy Mayor the amount of committee work was limited/reduced as I became more involved in external promotion of the Borough, attending approximately 3 events per week as Deputy Mayor.

I work full-time for Weald Granary, a farmer's grain storage & marketing Co-op. I tend to work quite early and this fits in with my Borough & local ward responsibilities. My job is also very flexible so can allocate the time I need to my Council work.

I enjoy my involvement with the local Council & if you enjoy something you tend to find time for it. My wife, family & friends are also very supportive of my Council work/involvement which helps to make it all work and even find time for some leisure activities to unwind such as golf & football which I enjoy.