

## City & County of Swansea - Councillor's Annual Report 2014-2015

This Councillor's Annual Report outlines their activities over the year ending **18 May 2015**. It is provided for the information of all constituents and for no other purpose. The views expressed in this report are those of the Councillor and do not necessarily reflect the views of the City and County of Swansea.

<b>Councillor:</b> Philip Downing	<b>Electoral Division:</b> Pontarddulais
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<b>Senior Salary Position:</b>	Chair of Economy and Investment Cabinet Advisory Committee (from 3 March 2015)
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### Section 1: Constituency activities

I held two advice surgeries each month, these were held between the hours of 5 and 7pm. Each session was held at Canolfan y Bont. I regularly attended the local PACT meetings and addressed any complaints or queries that arose.

As a member of Pontarddulais Town Council and a past Mayor, I regularly attended monthly meetings. Minutes of these meetings and attendances can be found on the council's website at [www.pontarddulaistowncouncil.gov.uk](http://www.pontarddulaistowncouncil.gov.uk) I was and still am chairman of the Finance Committee. The Town Council provides a range of local services including: the management of the Institute to provide space for community organisations, office space for the Police. Flower displays around the town, film shows for children. Contributions to the Christmas parade, decorations, trees, and pantomime, as well as financial assistance to worthy causes, within the towns limits.

I was and still am chairman of Resources at Pontarddulais Comprehensive School, and also Vice Chairman of Pontarddulais Primary School. Being President of Pontarddulais Football Club is an honour for me, and boasts 2 men's teams, are in the process of introducing a Woman's team. We also have 12 junior sides at both girls and boys levels.

### Section 2: Councillor Attendance at selected Council body meetings

Attendance % based on Committee membership shown below:

Area 1 Development Control Committee	7	/	7	100	%
Audit Committee	7	/	9	78	%
Communities Cabinet Advisory Committee	1	/	3	33	%
Council	16	/	17	94	%
Development Management & Control Committee	7	/	7	100	%
Economy & Investment Cabinet Advisory Committee	7	/	7	100	%
General Licensing Committee	14	/	16	88	%
General Licensing Sub-Committee	1	/	1	100	%
Pension Fund Committee	6	/	6	100	%
People Cabinet Advisory Committee	4	/	4	100	%
Scrutiny Programme Committee	13	/	16	81	%
Standards Committee	16	/	22	73	%
Statutory Licensing Committee	4	/	5	80	%
Statutory Licensing Sub Committee	2	/	2	100	%
<b>OVERALL</b>	<b>105</b>	<b>/</b>	<b>122</b>	<b>86</b>	<b>%</b>

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### Scrutiny Meetings:

Corporate Building & Property Services Scrutiny Working Group	0	/	1	0	%
Planning Services Scrutiny Working Group	2	/	2	100	%
Service Improvement & Finance Scrutiny Performance Panel	13	/	14	93	%
Streetscene Scrutiny Inquiry Panel	2	/	3	67	%
<b>OVERALL</b>	<b>17</b>	<b>/</b>	<b>20</b>	<b>85</b>	<b>%</b>

### Section 3: Councillors role and responsibilities

I was appointed Chairman of The Economy and Investment Cabinet Advisory Committee in March 2015 and the workload for this committee is set by various Cabinet Members.

Vice Chairman of the Licensing Committee, which looks at all licensing applications within the City and County of Swansea.

Also Vice Chairman of the Council's Pension Fund.

One of the outside bodies I served on is The Valuation Tribunal. This looks at appeals from businesses and individuals who have a grievance against their rates.

Council shareholder on Swansea Waste Disposal Company.

I received a considerable number of telephone calls, people calling at my house, and visitors to my monthly surgeries seeking advice and assistance on a range of issues. With 281 council owned houses in Pontarddulais I received quite a number of queries in relation to these. I am always prepared to listen to their concerns and offer appropriate advice and support. I walked and drove around the town at regular intervals, and reported defects such as pot holes, street lights that are not working in residential areas, damaged road signs and fly tipping.

### Section 4: Initiatives and Special activities

Following representation from constituents, acquired road and pavement improvements. Continuously supported and negotiated for the wishes of the population of Pontarddulais where there was evidence of concern, a potential for the development of services and an improved lifestyle, and a need to support potential developments for the benefit of the community.

Worked to develop sustainable partnership approaches across community groups (friends of Coed Bach Park, and Pontarddulais Partnership) and the Council to introduce a skateboard area and install extra parking in the park.

I met with officers for the improvement of our housing stock, to bring them up to the Welsh Housing Quality Standard (WHQS). I have also met with Hydar as well as officers to finalize phase 2 of the Transportation study as well as the Local Development Plan (LDP) as it will affect Pontarddulais.

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### Section 5: Learning and Development

I attended the following training sessions:

03/07/14	Data Protection (including role as Data Controller)
03/07/14	Freedom of Information
05/08/14	Public Engagement
14/08/14	How to get the most out of your Tablet/Smart phone
23/10/14	Safeguarding
25/11/14	Making the best use of Performance Information
09/12/14	Defamation
23/02/15	Modern Slavery & Human Trafficking
17/04/15	Standards Committee and Code of Conduct

In September 2014 I attended a two day seminar on behalf of the Pension Fund, as part of my ongoing training.

### Section 6: Other activities and issues

I attended practically all Town Council meetings, and as chair of the Finance Committee attended all of the sub committees. The committee is responsible for setting the council tax and to monitor the council's spending throughout the year.

I regularly attended meetings of the Pontarddulais Regeneration Partnership of which I am a trustee. The Partnership works with constituents and organisations of Pontarddulais to assess community needs, access grants, support the delivery of developments.

### Section 7: Councillors Remuneration

Basic Salary: £13,300 (up to 3 March 2015)  
Senior Salary: £22,000 (from 3 March 2015)

Councillors travel and subsistence claim forms can be viewed here:

<http://democracy.swansea.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13266&path=0&LLL=0>

Councillors annual expenses and allowances can be viewed here:

<http://democracy.swansea.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13284&path=0&LLL=0>

<b>Date:</b>	11.06.15
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