

## City & County of Swansea - Councillor's Annual Report 2012-2013

This Councillor's Annual Report outlines their activities over the **year ending 8 May 2013**. 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>	<b>June Burtonshaw</b>	Electoral Division:	<b>Penderry</b>
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<b>Cabinet/Executive Portfolio:</b>	<b>Cabinet Member for Place</b>
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### Section 1: Constituency activities

I attended various meetings of the three PACT meetings that were held in my Electoral Division (Portmead & Blaenymaes / Mountbatten Court / Penlan).

Delegate to Penlan South Community Centre, a Governor of Blaenymaes Primary School and a Governor of Portmead Primary School.

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

Attendance at Council body meetings is only one of the important elements of a Councillor's duties. Councillors are also active by holding surgeries, attending meetings and dealing with general electoral division enquiries.

Appeals and Awards Committee	5 / 8	63 %
Appointments Committee	6 / 9	67 %
Area 1 Development Control Committee	1 / 1	100 %
Area 2 Development Control Committee	5 / 11	45 %
Cabinet	13 / 15	87 %
Chief Executive's Appraisal & Remuneration Committee	1 / 1	100 %
Community / Town Council's Forum	1 / 4	25 %
Council	13 / 16	81 %
Development Management & Control Committee	3 / 7	43 %
Gower AONB Partnership Group	3 / 3	100 %
Local Development Plan Advisory Group	1 / 1	100 %
Student Liaison Forum	1 / 1	100 %
Sustainable Development Fund Panel	5 / 6	83 %
<b>OVERALL</b>	<b>58 / 83</b>	<b>70 %</b>

Attendance % based on Committee membership shown above.

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### **Section 3: Councillors role and responsibilities**

I attended the following meetings:

Cabinet Briefing  
Cabinet Away Days  
South West Wales Integrated Transport Forum (Vice Chairman)  
West Wales Waste Management Forum  
Welsh Local Government Association  
Houses in Multiple Occupation (HMO) Working Group  
Portmead & Blaenymaes / Penlan Housing Forum  
Petitions Committee

As the Council's Armed Forces Champion I regularly attended functions / meetings with Armed Forces Personnel.

I chaired the Armed Forces Covenant Committee and Grants Committee.

Director of Swansea Waste Disposal Company.

### **Section 4: Initiatives and Special activities**

I held a number of meetings with ward councillors (of all parties) in my role as Cabinet Member.

I had weekly meetings with Chief Officers and Heads of Departments.

I held meetings with members of the public and organisations in my role as Cabinet Member.

I attended site visits with members and organisations.

I met with Welsh Government Ministers.

I visited Cardiff and Newport Councils to discuss transport issues.

I attended regular meetings with my Cabinet colleagues.

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<b>Section 5: Learning and Development</b>	
Chief Officer Induction Presentation	11 May 2012
Interests, Gifts & Hospitality	14 May 2012
Area Development Control	15 June 2012
Appeals & Awards	29 June 2012
Code of Conduct / Standards	28 August 2012
Equalities	27 September 2012
Good Decision Making, Bias, Pre-determination and Rules of Natural Justice	29 November 2012
Recruitment & Selection	20 March 2013
Leadership Academy (A 3 weekend Courses on Leadership)	27-28 April 2013 and into 2013-2014

<b>Section 6: Other activities and issues</b>
<p>I regularly dealt with enquiries from constituents of Penderry Ward and the City and County of Swansea as a whole.</p> <p>I attended social functions held within the ward, e.g. fetes, carol services, etc.</p> <p>I attended Labour Group meetings and Labour Group Executive meetings. I am the Assistant Secretary of the Labour Group</p>

<b>Section 7: Councillors Remuneration</b>
<p>Remuneration for 2012-2013 = £31,900 (Senior Salary – Cabinet Member)</p> <p>Councillors travel and subsistence claim forms can be viewed here: <a href="http://democracy.swansea.gov.uk/ecCatDisplay.aspx?sch=doc&amp;cat=13266&amp;path=0&amp;LLL=0">http://democracy.swansea.gov.uk/ecCatDisplay.aspx?sch=doc&amp;cat=13266&amp;path=0&amp;LLL=0</a></p> <p>Councillors annual expenses and allowances can be viewed here: <a href="http://democracy.swansea.gov.uk/ecCatDisplay.aspx?sch=doc&amp;cat=13284&amp;path=0&amp;LLL=0">http://democracy.swansea.gov.uk/ecCatDisplay.aspx?sch=doc&amp;cat=13284&amp;path=0&amp;LLL=0</a></p>

<b>Date:</b>	13 January 2014
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