

City & County of Swansea - Councillor's Annual Report 2015-2016

This Councillor's Annual Report outlines their activities over the year ending **18 May 2016**. 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.

Councillor:	June Burtonshaw	Electoral Division:	Penderry
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Section 1: Constituency activities

I have dealt with a number of queries/complaints from residents on a regular basis. I, and my ward colleagues, have met with the Leader, Officers and Cabinet Members to discuss Penderry Ward issues.
I have visited various activities organised by Community First.
I Visited Daniel James Community School building.
Held surgeries.

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.

Attendance % based on Committee membership shown below:

Appeals and Awards Committee	2	/	2	100	%
Armed Forces Community Covenant Signatories Panel	3	/	4	75	%
Business & Administration Cabinet Advisory Committee	4	/	4	100	%
Communities Cabinet Advisory Committee	1	/	1	100	%
Corporate Services Cabinet Advisory Committee	4	/	7	57	%
Council	14	/	18	78	%
OVERALL	28	/	36	78	%

Scrutiny Meetings:

Building Sustainable Communities Scrutiny Working Group	5	/	9	56	%
Civic Events Scrutiny Working Group	1	/	1	100	%
Tackling Poverty Scrutiny Working Group	1	/	1	100	%
Welsh Housing Quality Standard Scrutiny Working Group	1	/	1	100	%
OVERALL	8	/	12	67	%

Section 3: Councillors role and responsibilities

Chair of Armed Forces Covenant Signatories Panel;
Attended Governor Training Sessions for Rights of Child and Finance;
Attended Training on Safeguarding Vulnerable People;
I have attended Portmead and Blaenymaes Housing Forum;
I have attended governor training;
I have attended Police and Communities Together (PACT) meetings.

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Section 4: Initiatives and Special activities

Submitted following schemes to be carried out within Penderry Ward:

- a. Wild flowers have been planted throughout the ward – Agreed;
- b. Disabled crossovers on Ffordd Y Brain – Agreed;
- c. Disabled parking outside Toronto Place – Agreed;
- d. Covered safe area for children at Portmead School – Agreed;
- e. Various sites for handrails – installed;
- f. Maintenance of wood blocks on Heol Ddu – completed.

As the Council's Armed Forces Champion I have attended the following:

- a. Armed Forces Day;
- b. Festival of Remembrance;
- c. Remembrance Service;
- d. Blitz Memorial Service;
- e. Cenotaph to lay a wreath on behalf of Swansea Covenant.

Section 5: Learning and Development

I undertook the following training:

04/05/2016 - Dismissal Appeals and Collective Grievance

09/03/2016 – Child Protection (Governor Training)

24/02/2016 - Exclusions and the role of the Pupil Discipline Committee (Governor Training)

09/02/2016 - Safeguarding Vulnerable People

13/01/2016 – Finance and Budgets (Governor Training)

25/11/2015 - Introduction to Community Engagement

08/09/2015 - Appeals and Awards Committee Training

Section 6: Other activities and issues

I supported activities within the ward;

I was/am available at all times;

Governor of Blaenymaes Primary School;

Governor of Portmead Primary School.

Section 7: Councillors Remuneration

Basic Salary: £13,300

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>

Date:	12.04.2016
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