

# City & County of Swansea - Councillor's Annual Report 2013-2014

This Councillor's Annual Report outlines their activities over the year ending **7 May 2014**. 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> LYNDA JAMES	<b>Electoral Division:</b> PENNARD
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## Section 1: Constituency activities

**General constituency issues** - I dealt with many local problems such as pot holes, sink holes, rubbish collections and flooding etc. I provided advice and support on a number of individual issues and referred items to council officers on a wide range of topics. Always available at home, by telephone or email and will visit constituents at their homes if it is more convenient for them.

**Monthly surgeries** – I held surgeries each month at Pennard Parish Hall and Pennard Produce Market. {The dates and venues have changed for 2014/15, the surgeries will be in Pennard Library and at Pennard Produce Market on the second Saturday and Sunday of each month between 10.30 am– 12.00 pm}

**PACT meetings** – I regularly attended the PACT meetings organised by Pennard Neighbourhood Watch with the local Police Officer and PSO. These meetings included specific issues such as the local bus services, speeding, roaming cattle to which relevant people were invited.

**Newsletters** – I produced and delivered regular newsletters to all constituents covering topics relevant to the Pennard Ward which I believed would be of interest.

**Planning** – I reviewed all planning applications for the ward and visited the majority of the sites. I called in contentious applications to go to committee, consulted planning officers and contacted enforcement officers when considered necessary.

**Pennard Community Council** - I attended the majority of the community council meetings and took forward issues raised in that forum. As a member of the community council I took an active lead in many of the community projects such as the rebuilding of the playing field pavilion.

## 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.

Area 2 Development Control Committee	9	/	12	75	%
Audit Committee	10	/	11	91	%
Council	13	/	15	87	%
Development Management & Control Committee	8	/	8	100	%
Performance & Delivery Committee	3	/	3	100	%
OVERALL	43	/	49	88	%

Attendance % based on Committee membership shown above.

## Section 3: Councillors role and responsibilities

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### I was a member of the following Scrutiny panels:

Service Improvement & Finance Scrutiny Performance Panel  
Affordable Housing Inquiry Panel  
Public Transport Scrutiny Inquiry Panel  
Street Scene Inquiry Panel  
Planning working Group  
Social Care at home Inquiry Panel

### Section 4: Initiatives and Special activities

**Pennard Library** - I arranged public meetings to object to the closure of Pennard Library and to secure the continuation of the excellent librarian-led service. From these meetings the Friends of Pennard Library (FoPL) group was formed, which is now working with Swansea Council to upgrade the present library building and to make the library service in Pennard sustainable for the future.

**Car Parking** - To discourage indiscriminate car parking in Southgate, I worked with the National Trust to encourage greater use of their car park by implementing cheaper car parking for short stays. Also a special initiative for local residents on National Trust Membership to enable them to park for free.

### Section 5: Learning and Development

I attended the following training sessions:

21/02/2014 - Active Listening Skills  
19/02/2014 - Chairing Skills  
22/01/2014 - Rules of Debate  
17/12/2013 - Introduction to Media Training  
27/11/2013 - Understanding the Council Budget  
25/10/2013 - Corporate Parenting  
14/10/2013 - Pre Decision Making

### Section 6: Other activities and issues

As an independent councillor I voted in Council on all issues according to my conscience in balance with the needs of Pennard constituents particularly, and Swansea in general.

I took an active role in many local committees and organisations such as :-

School Governor at both Pennard Primary and Bishopston Comprehensive schools.  
Pennard Community Council; Pennard Neighbourhood Watch; Trustee of Pennard Community Charity; Member of Friends of Pennard Library; Pennard Parish Hall Committee.

### Section 7: Councillors Remuneration

Basic Salary - £13,175 per annum.

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:** 15.05.14