

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.

Councillor: Penny Matthews	Electoral Division: Llansamlet
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Section 1: Constituency activities

I held regular surgeries in Birchgrove and Trallwn Community Centres.

I attended PACT meetings in Llansamlet and Birchgrove with each areas PCSO's and Officers

I have attended local meetings that have discussed the issue of another Traveller Site in the Ward but because I was a Member of the original Task and Finish Group I was advised by the Legal team I should not take part in any discussions.

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 1 Development Control Committee	6	/	12	50	%
Community / Town Councils Forum	1	/	3	33	%
Council	14	/	15	93	%
Development Management & Control Committee	6	/	8	75	%
Licensing Committee	15	/	15	100	%
Licensing Sub-Committee	20	/	20	100	%
Local Development Plan Advisory Group	0	/	1	0	%
Performance & Delivery Committee	0	/	3	0	%
OVERALL	62	/	77	81	%

Attendance % based on Committee membership shown above.

Section 3: Councillors role and responsibilities

Chair of licensing and Chair of Licensing sub committee

I attended PACT meetings in both Trallwn and Birchgrove

I supported residents with a variety of issues from dog poo bins to supporting disabled residents who have difficulty negotiating pavements.

I have dealt with a number of delicate personal cases.

Supported residents in keeping the environment clean and clear.

I used some of my Environment Allowance to install grit bins for areas that needed them.

I opened a Facebook page "Llansamlet Labour News" that I used to update residents on local issues.

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Section 4: Initiatives and Special activities

I spearheaded and organised a Party in Primrose Park Llansamlet on 3 August 2013. The party involved the fire service, the police, communities first, a dog whisperer, two marquees with the historical society, a jewellery stand, a cake stand and a tuck shop. There were games for the children who also took part in the tug of war which was real fun. Local celebrity Kevin John kindly joined us and organised some games with the children.

Section 5: Learning and Development

I have attended the following training sessions:

27/11/2013 - Understanding the Council Budget
14/10/2013 - Pre Decision Making

I am a good negotiator having been a trade union rep for the Civil service. I enjoy the roll on Licensing because it covers so many facets of Licensing in the City and County. We cover all aspects from Taxi Licensing to premises licensing to HMOS to street trading to gambling to sex establishments.

Section 6: Other activities and issues

I am working on opening a lunch club and would welcome people to contact me if interested.

Section 7: Councillors Remuneration

Senior Salary - £21,910 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:	29.05.14
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