

# 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.

<b>Councillor:</b> Penny Matthews	<b>Electoral Division:</b> Llansamlet
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<b>Senior Salary Position:</b>	Chair of General Licensing Committee
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## Section 1: Constituency activities

I held regular surgeries together with my Ward Colleagues at Trallwn and Birchgrove Community Centres.

I regularly updated the Facebook page I created 'Llansamlet Labour News' to keep the Ward informed of any issues of interest, i.e. road closures, roadworks, street works etc I attended PACT meetings at Trallwn and Birchgrove.

## 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:

Community / Town Councils Forum	3	/	3	100	%
Council	14	/	18	78	%
Development Cabinet Advisory Committee	10	/	11	91	%
Economy & Investment Cabinet Advisory Committee	3	/	4	75	%
General Licensing Committee	16	/	16	100	%
Statutory Licensing Committee	7	/	7	100	%
Statutory Licensing Sub Committee	9	/	9	100	%
<b>OVERALL</b>	<b>62</b>	<b>/</b>	<b>68</b>	<b>91</b>	<b>%</b>

## Section 3: Councillors role and responsibilities

I regularly attended Governor Meetings at both Trallwn and Birchgrove Schools.

I always attended Ward Meetings.

I always dealt with issues as they arise often visiting local residents in their home or dealing with urgent issues over the telephone.

I worked closely with the Police regarding issues raised at Police and Communities Together (PACT) meetings and other community matters.

I have dealt with cases of a personal nature and supported residents over a variety of issues from the local bus service, to keeping the environment clean and clear.

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### Section 4: Initiatives and Special activities

I am privileged to be Chair of Licensing for the City and County of Swansea and Chaired the Licensing Sub Committee.

I am currently supporting residents that are wheelchair bound and need pavements lowered.

I worked closely with Officers on the "safe routes" bid that was so successful for the Trallwn area.

I organised a meeting to set up a Friends of Primrose Park and will continue to support them by being a member of the Committee.

I attend and support the Glais Community Trust.

I sit as a Representative of the Council on Trallwn Community Centre.

I also sit as a Representative of the Council on the newly formed Glais Community Centre.

### Section 5: Learning and Development

I undertook the following training:

25/02/2016 - Safeguarding Vulnerable People.

My role as Chair was varied taking in all aspects of licensing. This included premises and taxi licensing, Houses of Multiple Occupation (HMO's) and street trading. At the time of writing this report, I recently attended Wind Street at 2 am with Council and Police officers to investigate concerns raised by local taxi drivers.

### Section 6: Other activities and issues

The last 3 years I have each year organised a 'Party in the Park' in Primrose Park. I negotiated the use of some equipment and worked with Communities First and for the third year Asda sponsored the event. We had the local Studt family with their fairground equipment. We were lucky this year to have a squadron from the Air Cadets, who gave a fantastic display together with their musical instruments. It was a wonderful community event which brought in all sections of the community.

I also supported the Birchgrove Associations Fun Day in Heol Las Park.

### Section 7: Councillors Remuneration

Senior Salary: £22,000 – Chair of General Licensing Committee

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>	10.05.2016
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