

ANNUAL REPORT

MAY 2014 - MAY 2015



Councillor Christine Forehead

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ELECTORAL WARD: St. James

PARTY: Labour

PROFILE:

Cabinet Member for HR & Governance / Business Manager and Leader of Van Community Council and Older Persons Champion.

COUNCIL COMMITTEES

Council

Appointments Committee (Chief Officer Related Posts/Heads of Service)

Democratic Services Committee

Cabinet

Improving Governance Board

SUBCOMMITTEES/WORKING PARTIES/PANELS

Caerphilly Town Centre Management Group

Joint Consultative Committee

OUTSIDE BODIES AND ASSOCIATIONS

Gwent Police and Crime Panel
Citizens Advice Bureau Trustee Board
Domestic Abuse Champion
Domestic Abuse Forum
Greater Gwent (Torfaen) Pension Fund Management Group
Joint Council For Wales
Older Perons Champion
Valleys Regional Equality Council

SCHOOL GOVERNING BODY

I am Chair of Governors of St James Primary School.

ATTENDANCE

From May 2014 to May 2015 my attendance at Council meetings was as follows:

<u>Meeting</u>	<u>No. Attended</u>	<u>No. Held</u>
Council	9	12
Cabinet	24	26
Democratic Services Committee	3	4
Caerphilly Town Centre Management Group	3	3

TRAINING AND DEVELOPMENT

I undertook the following training and development seminars and courses: -

Democratic Services Committee (Annual)
Caerphilly Town Centre Management Group (Annual)
Microsoft Upgrade IT Training
Medium Term Financial Plan (Seminar) (x2)
Common Housing Register (Seminar)
NATO Summit (Seminar)
Website Re-Launch (Seminar)
WIMD (Seminar)
Collection Services (Seminar)
Constitution (Mandatory)
Pensions/Compensation (Mandatory)
Appointments Committee (Mandatory)
Update DSC (Requested)
Webcasting (Additional)

CABINET MEMBER ACTIVITY

As Cabinet Member for HR and Governance/Business Manager, I acted as the Cabinet expert in these areas, ensuring that the views and needs of the service are built into the Council's policy framework and the decision making process. I attended 6 Scrutiny meetings where I regularly updated other Members about my key portfolio activities.

I updated the Policy and Resources Scrutiny Committee about the current position with regards to the annual pay review.

At the Police and Resources Scrutiny Committee meeting in November 2014, I updated the Committee on the ongoing National Pay Negotiations.

This Authority was invited to join Public Concern at Work's "First 100" campaign, which appeals to organisations to sign up to the principles of the statutory Code of Practice for whistleblowing arrangements.

In early 2015, I was pleased to be involved in an awards ceremony for participants of the Council's Passport Programme. A number of awards were made to Passport graduates who had been nominated by their employers, colleagues or Passport Officers. The event was a huge success and was attended by the Minister for Education, along with other MPs, AMs and dignitaries, and colleagues and families of the trainees. The Council is continuing to seek fresh funding for the programme.

CONSTITUENCY ACTIVITY

I do not hold surgeries, as my constituents prefer to contact me in person or by telephone and email, I operate an open door policy for all my constituents.

As Chair of Governors for St James Primary School I am actively involved in all aspects of the school.

I made referrals to the Highways department in relation to the condition of the roads within the ward and request repairs where required e.g. potholes. I also made referrals to the Environment Department and Social Services Department on behalf of constituents.

I promoted local projects and activities in my ward, including the Annual Summer Play Scheme and other events throughout the year.

I was actively involved in the local Community Centre and still Chair the AGM every year.

I worked with and attended Communities First Partnership meetings and contributed where I was able to any ongoing projects.

I attended PACT meeting and regularly highlighted issues on behalf of constituents.

I met with the Housing Team at Lansbury Park as and when required and to highlight any tenant issues.