

ANNUAL REPORT

MAY 2015 - MAY 2016



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, Older Persons Champion and Domestic Abuse Champion

COUNCIL COMMITTEES

Council

Cabinet

Democratic Services Committee

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

Improving Governance Board

SUBCOMMITTEES/WORKING PARTIES/PANELS

Caerphilly Town Centre Management Group

Joint Consultative Committee

Gwent Police and Crime Panel

OUTSIDE BODIES AND ASSOCIATIONS

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
Gwent Archives Joint Committee
Wales and National Nuclear Free Zone Forum
Workers Education Association – South Wales District Committee

SCHOOL GOVERNING BODY

I am Chair of Governors of St James Primary School

ATTENDANCE

From May 2015 to May 2016 my attendance at Council meetings was as follows:

<u>Meeting</u>	<u>No. Attended</u>	<u>No. Held</u>
Council	12	12
Cabinet	19	21
Democratic Services Committee	2	4
Caerphilly Town Centre Management Group	2	3
Joint Consultative Committee	4	4

TRAINING AND DEVELOPMENT

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

Medium Term Financial Plan (Seminar x 2)
Senior Councillor Development Programme
Information Governance (Mandatory)
Health and Wellbeing Act (Seminar)
Caerphilly Town Centre Management Group (Annual)
Democratic Services Committee (Annual)
50+ Forum Dementia Friends Training

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 Scrutiny meetings where I regularly updated other Members about my key portfolio activities.

I attended various events and meetings throughout the borough in relation to my portfolio including the Standing Conference, LDP Housing Allocations, Inter-generational Awards Ceremony, Lansbury Park Project Board Meetings, HR Strategy Group Meetings, 50+ Forum Steering Group, Launch of the Diversity in Democracy Mentoring Programme, Corporate Governance Review Panel, Nuclear Free Local Authorities Welsh Forum, Safety Caerphilly Delivery Group, Lansbury Park Health Meeting, Pride in Your Place Awards Ceremony, Turstee Board Meeting (CAB) and the Town Centre Improvement Group.

As Domestic Abuse Champion I highlighted the white ribbon campaign.

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 a Governor 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.

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

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