**Part 3: Branch Report for the last 12 months**

TO BE COMPLETED BY BRANCH CHAIR OR SECRETARY OR CLP CHAIR OR SECRETARY

|  |  |
| --- | --- |
| Form Completed by (name) |  |
| Position in Branch |  |
| Signature |  |
| Date |  |
|  | |
| Attendance at branch meeting | Number Possible Number Attended |
| Attendance at surgeries | Number Possible Number Attended |
| Roving surgeries held | Yes/No Frequency |
| Attendance at community events and area/ neighbourhood forums etc | |
| Activity in terms of local campaign work (lobbying for the ward, leafleting, direct mail letters, telephone or doorstep voter ID) between elections | |
| Activity in terms of membership recruitment and policy development work in the ward | |
| Behaviour, attitude, team work, support etc. | |
| Identify strengths and weaknesses, which could assist with member development | |