**Part 4: Chief Whip’s Report (Sitting Councillors only)**

TO BE COMPLETED BY CHIEF WHIP FOR SITTING COUNCILLORS ONLY

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| --- | --- |
| Name of applicant: |  |
| Form Completed by (name): |  |
| Signature |  |
| Date |  |
|  | |
| Attendance at Council meetings | Number Possible Number Attended |
| Attendance at Committee meetings (Committee Name) | Number Possible Number Attended  Number Possible Number Attended  Number Possible Number Attended  Number Possible Number Attended  Number Possible Number Attended |
| Comments (eg unauthorised absences if any) | |
| Activity in terms of holding positions either within the group or council. State role and level and type of activity | |
| Activity in council/committee meetings eg management of portfolio if in control, motions, questions, use of scrutiny if in opposition | |
| Activity in terms of policy development, ward work, press coverage etc | |
| Disciplinary record - breaking of whip, behaviour, attitude, team member, support etc | |
| Identify strengths and weaknesses to assist with member development | |
| Any other matters of which the Birmingham Party/assessment panel should be aware | |