

APPENDIX A – MEMBERS TIMESHEET (CURRENT)

MEMBERS NAME:	
MONTH:	
NUMBER OF SURGERIES HELD:	
NUMBER OF CASES:	
HOLIDAY AND ANNUAL LEAVE:	
SICK:	
COUNCIL MEETINGS ATTENDED	TIME SPENT
EXTERNAL BODIES MEETINGS	TIME SPENT
OTHER	TIME SPENT
<i>(Please enter total time spent on any of the following – you do not need to enter the number of meetings)</i>	
Chair's Pre Agenda Meetings	
Citizenship Ceremony	
Civic Receptions	
Community Events	
Conferences	
Corporate Parenting Steering Group	
Group Meetings	
Holiday/s	
LAB Meetings	
Learning, Achievement & Leisure (CPAG)	
Living Well (CPAG)	
Local Area Partnership (LAP)	
Mayoral Engagements	
Meeting with Council Officer/s	
Meeting with Councillor/s	
Meeting with other organisations	
Members Training Sessions/Seminar	
MP/MEP/Minster -Meetings	
NDC Meetings	
Olympic Bid	
Paperwork, Reading & Telephone Calls	
School Governors Meeting	
Site Visits	
Tenants/Residents Meeting	
Time Spent on Casework	
Time Spent at Surgery	
Working Party	

PLEASE RETURN COMPLETED TIMESHEET TO MEMBERS' SUPPORT