

MAIDSTONE BOROUGH COUNCIL

CABINET

16 DECEMBER 2009

REPORT OF THE DEMOCRATIC SERVICES MANAGER

Report prepared by Janet Barnes

1. DATES OF CABINET MEETINGS – 2010/11

1.1 Issue for Decision

1.1.1 To determine the dates for the Cabinet meetings for the municipal year 2010/11.

1.2 Recommendation of the Democratic Services Manager

1.2.1 That the dates for the Cabinet meetings in the municipal year 2010/11, as set out below, be approved.

20 May 2010 (Thursday at 4.00 pm)

9 June 2010

14 July 2010

11 August 2010

8 September 2010

13 October 2010

10 November 2010

22 December 2010

12 January 2011

9 February 2011

9 March 2011

13 April 2011

1.2.2 That Cabinet meetings continue to be held on the second Wednesday of every month at 6.30 pm, subject to the amendment made above.

1.3 Reasons for Recommendation

1.3.1 The above dates for the Cabinet meetings follow the existing pattern of meetings on the second Wednesday in every month.

1.3.2 There are two slight adjustments to the normal pattern. The first meeting is on Thursday 20 May 2010 at 4.00 pm in order to avoid any

clash with proceedings relating to the Annual Meeting on 19 May 2010 and to minimise any complications that could arise from holding the Planning Committee and Cabinet Meetings at the same time.

1.3.3 For two out of the past three years it has been necessary to hold an extra meeting in December, or to move the December meeting, due to the required financial information for the budget report not being available in time for the normal Cabinet date. Following consultation with the Leader, it is proposed to hold the December meeting later in the month. As the Council meeting is scheduled for Wednesday 15 December, it is proposed to hold the Cabinet meeting on Wednesday 22 December 2009 at the normal time of 6.30 pm.

1.3.4 The Leader, in consultation with his Cabinet Members, has the authority to move the date and time of a Cabinet Meeting should the need arise.

1.4 Alternative Action and why not Recommended

1.4.1 It is for the Cabinet to determine their own dates and times for their meetings.

1.5 Impact on Corporate Objectives

1.5.1 None

1.6 Risk Management

1.6.1 None

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Social Inclusion
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement

9. Asset Management

1.8 Background Documents

None

NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED

Is this a Key Decision?

Yes

No

If yes, when did it appear in the Forward Plan? _____

Is this an Urgent Key Decision?

Yes

No

Reason for Urgency

N/A