## MAIDSTONE BOROUGH COUNCIL

# <u>CABINET</u>

## **9 SEPTEMBER 2009**

# **REPORT OF THE HEAD OF COMMUNICATIONS**

### Report prepared by Vronni Ward

#### 1. Annual Report 2008-9

- 1.1 Issue for Decision
- 1.1.1 To consider the Annual Report to be published for 2008-9.
- 1.2 <u>Recommendation of the Head of Communications</u>

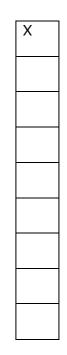
To agreed the Annual Report 2008-9.

- 1.3 Reasons for Recommendation
- 1.3.1 To publish information to the public on our performance and achievements over the last municipal year.
- 1.3.2 The Annual Report will be designed, placed on our website, published within Borough Update in the Downsmail and distributed to stakeholders.
- 1.3.3 A copy of the Annual Report can be found in Appendix A and the financial statement in Appendix B.
- 1.4 Alternative Action and why not Recommended
- 1.4.1 It is important that we provide the public with information about how well we perform, not to do so would go against our wish to inform and engage the public.
- 1.5 Impact on Corporate Objectives
- 1.5.1 No direct impact on corporate directives besides publicising them.
- 1.6 Risk Management
- 1.6.1 Failure to publish our performance could result in a risk to our reputation.

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#### 1.7 Other Implications

- 1.7.1
- 1. Financial
- 2. Staffing
- 3. Legal
- 4. Equality Impact Needs Assessment
- 5. Environmental/Sustainable Development
- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management
- 1.7.2 Design costs are £250 with print costs for 1,000 copies of £225.81. These costs can be contained within existing budgets.
- 1.8 <u>Conclusions</u>
- 1.8.1 Cabinet needs to consider whether it is happy with the content of the Annual Report 2008-9.
- 1.9 Background Documents
- 1.9.1 None.



NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED
Is this a Key Decision? Yes No X If yes, when did it appear in the Forward Plan?
Is this an Urgent Key Decision? Yes No X <u>Reason for Urgency</u> [State why the decision is urgent and cannot wait until the next issue of the forward plan.]