

MAIDSTONE BOROUGH COUNCIL

CABINET

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 Recommendation of the Head of Communications

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.

1.7 Other Implications

1.7.1

1.	Financial	X
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 Conclusions

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

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

Is this an Urgent Key Decision? Yes No

Reason for Urgency

[State why the decision is urgent and cannot wait until the next issue of the forward plan.]