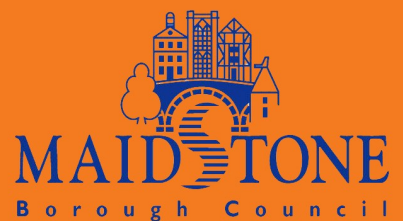


Maidstone Borough Council

Who we are



01622 602000
www.maidstone.gov.uk



Our Vision

We want Maidstone Borough to be a vibrant, prosperous 21st century urban and rural community at the heart of Kent, where its distinctive character is enhanced to create a safe, healthy, excellent environment with high quality education and employment where all people can realise their aspirations.



Alison Broom, Chief Executive

“Value for money and superb customer care are two of the council’s core values. By listening to people we will continue to strive to deliver superb customer care and excellence in the services that matter most to our residents and businesses.”

The council employs more than 500 employees in two directorates and a Chief Executive’s department. The council also delivers a number of services including refuse collection, Maidstone Leisure Centre, building maintenance and some grounds maintenance work through external contractors.

The council’s corporate management team, which meets weekly, consists of the Chief Executive, the Director of Regeneration and Communities, Director of Change, Planning and the Environment, the Head of Finance & Customer Services and the Head of Legal Services. Senior Management Team meets fortnightly and consists of Management Team plus ten other Heads of Service.

CPA rated as “Excellent” in 2004 we were praised for delivering good quality services, maintaining the environment, budget management and partnership working. Under the new CAA regime in 2009 we were awarded a 3 (performing well) for Use of Resources and a 4 for Managing Performance (performing excellently), giving an overall score of 3. This placed us as one of the 18 top-performing councils in the country. However, not content to rest our laurels, we’ve a culture of continuous improvement, and our aim is to exceed the ambitious targets we’ve set ourselves and offer even better services to the local population. We take a planned, strategic approach to achieving our objectives, our strong Senior Management team meets weekly to establish priorities and ensure that as a council we are all working towards the same goals.

Current Structure

Councillors

All major decisions concerning the council's direction, spending and services are made by our 55 councillors. The main decision-making body is the cabinet which is made up of a leader and five cabinet members:



Cllr Chris Garland
Leader



Cllr Malcolm Greer
Regeneration & Deputy Leader



Cllr Ben Sherreard
Environment



Cllr John A Wilson
Community Services



Cllr Marion Ring
Corporate Services



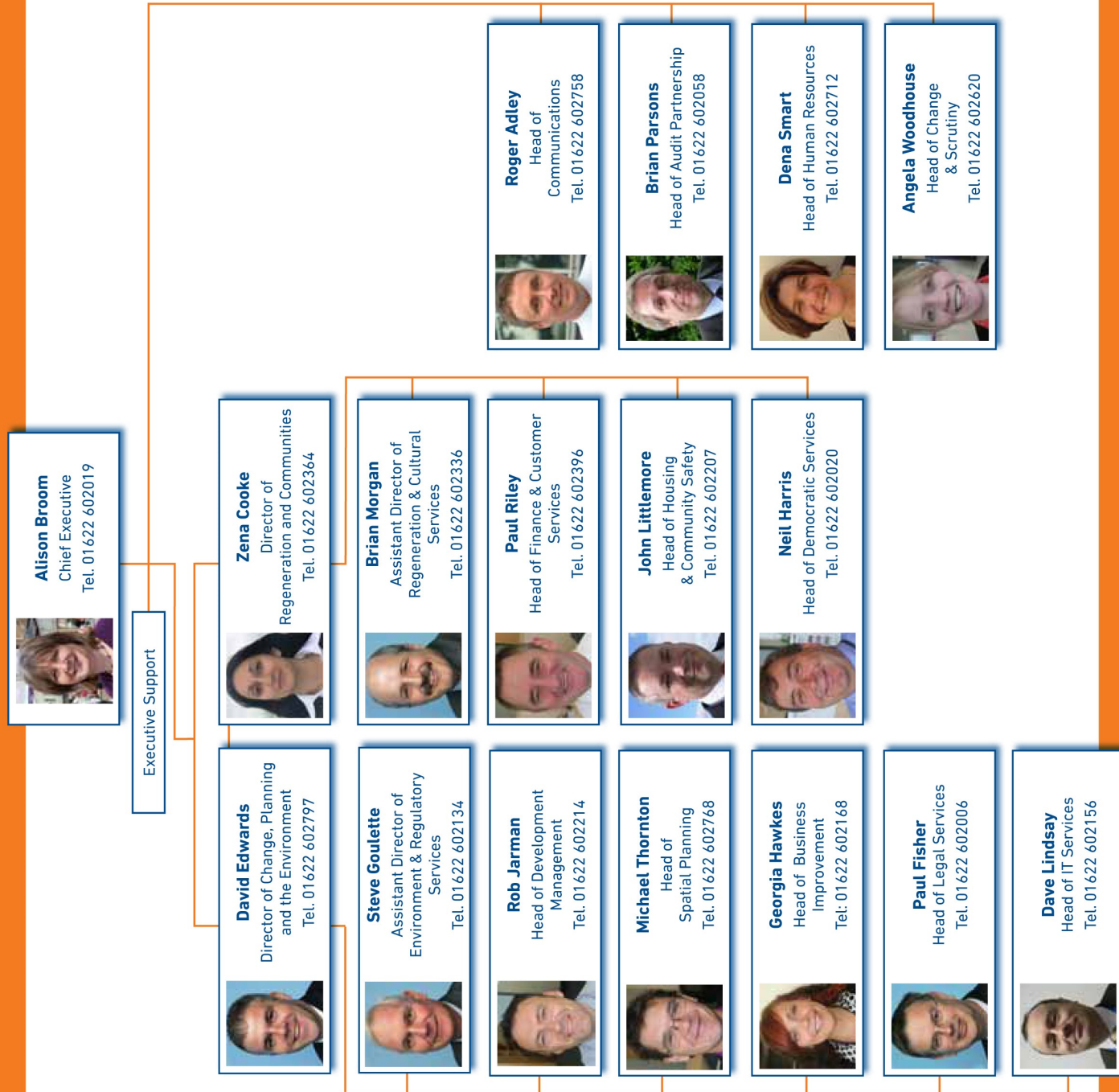
Cllr Richard Ash
Leisure and Culture

There are also Overview and Scrutiny committees who oversee the decisions of the cabinet as well as investigating service areas in detail.

Officers

Officers work for the council and carry out the decisions made by councillors; they run services and present councillors with reports on matters that require their attention.

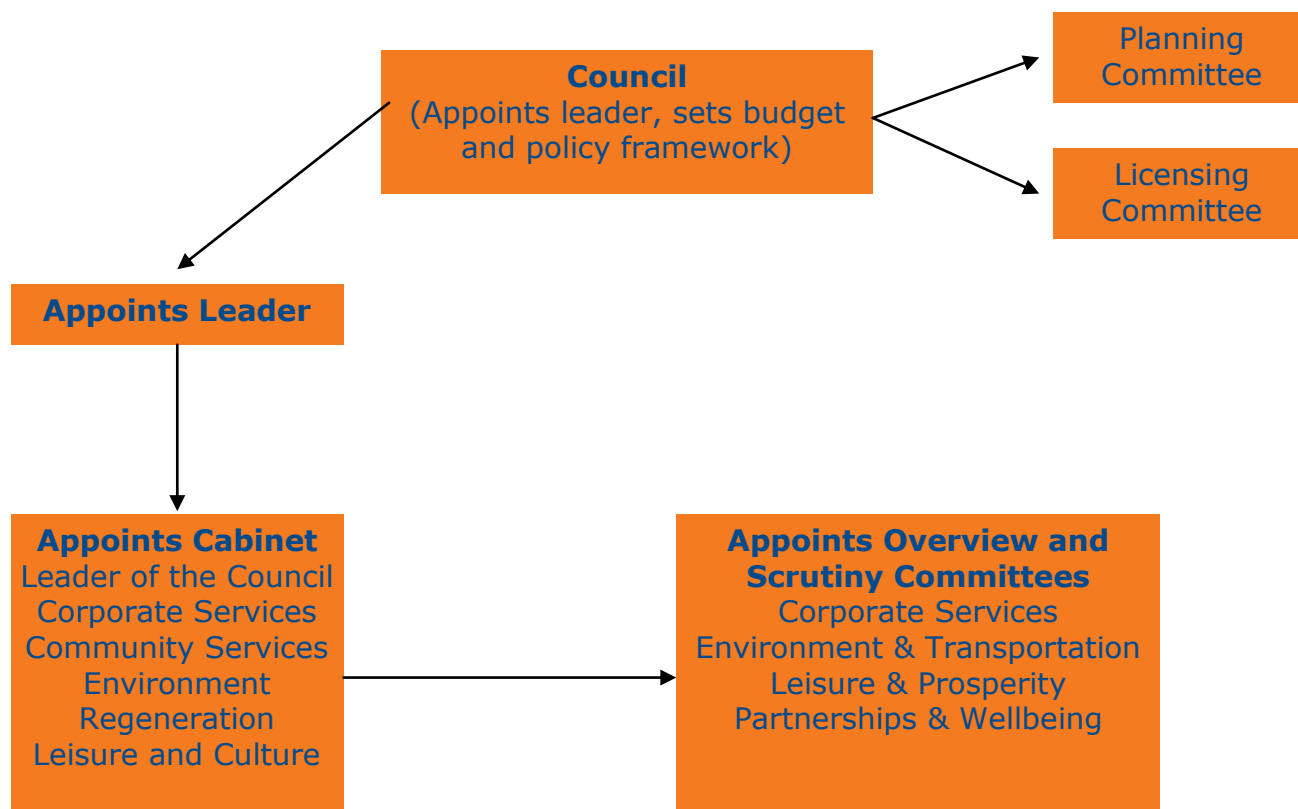
The officer team is headed-up by Alison Broom, the Chief Executive and she has two directors who lead their own departments. The officer structure is as shown opposite:



Political Structure

The Council has 55 Councillors. The current political makeup is 28 Conservatives, 23 Liberal Democrats and 4 independent Councillors.

Cabinet portfolios are cross-cutting and the Council's overview and scrutiny arrangements have come to be regarded as an example of best practice in an area where many local authorities are struggling.



Looking to the future

Maidstone Borough Council is operating within a highly dynamic environment that brings constant change to the nature and shape of its business. Local Government has experienced unprecedented change over the past few years addressing challenges such as political modernisation, enhanced inspection regimes and the Gershon efficiency agenda and it is likely that the pace of change will continue to accelerate.

The Council's Strategic Plan:

http://www.maidstone.gov.uk/council_and_democracy/priorities_performance/business_planning.aspx

Council performance webpage:

http://www.digitalmaidstone.co.uk/council_and_democracy/priorities_performance.aspx

About Maidstone

Maidstone is strategically situated between London and Europe and is linked to the trans-European motorway network by the M20 and M2. The high speed rail link is close by providing access to the major cities in Europe via the channel tunnel. The towns and villages have good links to London and the proximity to the M25 provides access to the whole of the UK.

The borough covers 40,000 hectares located at the heart of Kent. It includes a large urban area and substantial villages. Its countryside set within the Garden of England, includes the Kent Downs Area of Outstanding Beauty. With a population of 139,000 it is a relatively prosperous area, unemployment is relatively low at 1.4% and 78% of the population live in owner-occupied households.

Maidstone is a thriving town with superb shopping and entertainment facilities with a mix of high street brands, individual boutiques and specialty shops. The town is a regional centre for entertainment with restaurants and bars, multiplex cinema and theatre and a wide range of clubs. The surrounding villages provide a gentler pace of life.

The borough has a wealth of schools at primary, junior and secondary levels including high performing grammar schools. It is the home of the University of the Creative Arts and has easy access to the University of Greenwich, Chatham Maritime Campus, Mid Kent College and The University of Kent at Canterbury.

Condition of Service

With the exception of grading and salary, which are locally determined, the appointment is subject to the National Joint Council for Local Government Service (the "Green Book"). These National Conditions are amended or supplement by local provisions details in the Council's Staff Handbook.

Hours of Work

The normal working hours are currently 8.30am - 5pm Monday - Thursday, 4.30pm on Fridays, although some staff are required to work flexibly and work outside office hours may be required.

Benefits

The borough council offers an attractive benefits package to prospective employees including statutory final salary pension scheme, subsidised car loans, interest free loans, excellent relocation packages, professional fee payment, flexible working (including opportunities for home working), non-smoking office environment, an attractively secured local and national discount package and generous annual leave entitlement.

The council also offers free membership to the Maidstone Leisure Centre and to the Kent County Council Value Plus Discount Scheme.

Leave Entitlement

Annual leave entitlement varies between 22 and 32 days per year, dependant upon the posts grading with an additional five days long service leave after five years continuous local government service. A further days leave is awarded after 25 years continuous local government service. In addition, the council has a grand total of nine Bank Holidays and extra statutory days. The leave year runs from 1 April to 31 March.

Grade	Leave Entitlement
1 to 7	22 days
8 to 11	25 days
12 to 14	27 days
Heads of Service & above	32 days

Probation

All employees will be subject to a term of probation of not less than three nor more than six months.

Equal Opportunity

The council has an Equal Opportunity Policy which is detailed in full on the equal opportunity monitoring form attached to the application form. The overall objectives of the policy are:

- To prevent direct and indirect discrimination
- To encourage equality of opportunity by the adoption and development of good employment practices and procedures
- To achieve a workforce which reflects the overall composition of the community the Council is seeking to serve.

Pension

The council provides an occupational pension scheme (Local Government Pension Scheme) administered by Kent County Council. The employee contribution to the scheme is 6% of salary.

No Smoking Policy

The council operates a smoking policy. Smoking is not allowed in any council building or vehicles.

Further details

If you require any details please contact the Human Resources team on 01622 602172 or email internalrecruitmentteam@maidstone.gov.uk

This leaflet is available in alternative formats and can be translated into other languages.



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