

MAIDSTONE BOROUGH COUNCIL

RECORD OF DECISION OF THE COBTREE MANOR ESTATE CHARITY COMMITTEE

Decision Made: 10 July 2013

COBTREE MANOR ESTATE - RISK MANAGEMENT

Issue for Decision

To review the Risk Assessment documents for the operation and management of the Charity and to consider whether any further amendments need to be made.

Decision Made

That the Charity's Risk Assessment documents attached as Appendices A and B to the report of the Cobtree Officer be endorsed.

Reasons for Decision

The Committee has undertaken to review the risks associated with the operation and management of the Charity on an annual basis.

The Risk Assessment document used in the past has been reviewed by the Officers, and modified as necessary, and a copy is attached as Appendix A to the report of the Cobtree Officer.

The area of activity generating most risk to the wellbeing of the Charity is the implementation of the Master Plan and the repayment of reserves that have been drawn down to pay for this. It is considered that with careful financial and operational supervision of the project, the risks should be minimised sufficiently to justify the improvements to the Park that will be brought about. The Risk Assessment Document for the Master Plan project has been reviewed by the Officers, and modified as necessary, and a copy is attached as Appendix B to the report of the Cobtree Officer.

The second biggest risk to the wellbeing of the Charity is the operation and management of the Cobtree Manor Park Golf Course. The Partnership Board, which was put in place at the beginning of the new management contract to review and monitor the performance of the contractor, has met quarterly as envisaged. This has ensured that the contractor has continued to work well up to expectation and continues to develop a successful facility. The contract runs for 5 years from 9 January 2009 to 8 January 2014. Negotiations are currently underway regarding the 5 year extension as provided for in the current lease, and this will take the contract to 8 January 2019.

In line with the approach that the relevant Cabinet Members should take joint ownership of strategic risks with the Officers, the Chairman of the Committee has undertaken to work with the Officers to ensure that risks associated with the operation and management of the Charity and the implementation of the Master Plan project are managed and mitigated.

Alternatives Considered and Why Rejected

The alternative course of action is to change the format and/or content of the documents, but this is not considered necessary.

Background Papers

Cobtree Master Plan

Should you be concerned about this decision and wish to call it in, please submit a call in form signed by any two Non-Executive Members to the Head of Policy and Communications by: 19 July 2013.
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