

MAIDSTONE BOROUGH COUNCIL

Cobtree Manor Estate Charity Committee

10th July 2013

REPORT OF THE COBTREE OFFICER

Report prepared by Joanna Joyce

1. COBTREE MANOR ESTATE – RISK MANAGEMENT

1.1 Issue for Decision

1.1.1 To consider if amendments need to be made to the Risk Assessment for the operation and management of the Charity.

1.2 Recommendation of the Cobtree Officer

1.2.1 It is recommended that the Risk Assessment document attached as an appendix to the report be endorsed.

1.3 Reasons for Recommendation

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

1.3.2 The Risk Assessment document used in the past is attached at **Appendix A**. Officers have reviewed the document, modified it as necessary, and now recommend it for endorsement.

1.3.3 The greatest level 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. With careful financial and operational supervision of the project the risks should be minimized sufficiently to justify the improvements to the park that this will bring. The Risk Assessment Document for the Master Plan is attached at **Appendix B**.

1.3.4 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

1.8.2 There are no other implications outside the normal operations of the Estate Committee.

1.9 Relevant Documents

1.9.1 Appendices

1.9.2 Background Documents

Cobtree Manor Park Master Plan

IS THIS A KEY DECISION REPORT?

Yes No

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

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This is a Key Decision because:

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Wards/Parishes affected:

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