

Minutes of the Executive

23rd September 2004

-: Present :-

Councillor Harris (Chairman)

Councillors Charlwood, James, Lomas and McHugh

(Also in attendance: Councillors Bye and Turnbull)

244. Apology. An apology for absence was received from Councillor Stringer.

245. Urgent Items. The Executive considered the item in Minute 000.1, and not included on the agenda, the Leader being of the opinion that it was urgent by reason of special circumstances i.e. the matter having arisen since the agenda was prepared and it was unreasonable to delay a decision until the next meeting.

246. Matters for Consideration. The Executive considered the following matters, details of which (including the decisions of the

Executive) are set out in the Record of Decisions in Appendix 1 to these Minutes.

246.1 Revised Risk Management Strategy.

246.2 Customer Focus Best Value Review.

246.3 Victoria Multi-Storey Car Park, Paignton.

246.4 Hollacombe Centre.

246.5 Princess Pier.

246.6 Brixham Town Hall.

Leader of the Council

APPENDIX 1

**to the Minutes of the meeting of the Executive
held on 23rd September 2004**

RECORD OF DECISION

REVISED RISK MANAGEMENT STRATEGY

Decision Taker

The Executive at its meeting held on 23rd September 2004.

Decision

- (i) **that the revised Risk Management Strategy set out in Appendix 1 to Report MD/19/04 be approved;**
- (ii) **that the Executive Member for Human Resources, Law and Support be appointed as Executive Champion for Risk Management and be invited to attend future meetings of the Officer Risk Management Group; and**
- (iii) **that the Assistant Managing Director be appointed as the Officer Champion for Risk Management.**

Reason for Decision

To develop further the Council's work in effectively managing risks.

Information

Further to the meeting of the Executive held on 18th May 2004 (Minute 28.5/5/04 refers), Members received Report MD/19/04 proposing the adoption of a revised Risk Management Strategy. Members were also asked to consider appointing a Member and an Officer Champion for Risk Management.

Alternative options considered and rejected at the time of the decision

Not to adopt the proposed revised Risk Management Strategy. Failure to accept the revised Risk Management Strategy would have had the potential to stall the Council's progress in integrating effective risk management into its decision-making processes.

Is this a Key Decision? (Give reference number if applicable)

No

Does the call-in procedure apply? (If no, please give reason)

Yes

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None

Published

28th September 2004

APPENDIX 1 (continued)

Implementation

This decision will come into force and may be implemented on 6th October 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

APPENDIX 1 (continued)

RECORD OF DECISION

CUSTOMER FOCUS BEST VALUE REVIEW

Decision Taker

The Executive at its meeting held on 23rd September 2004.

Decision

That Council be recommended:-

- (i) to approve the aim of improving the Council's customer focus in accordance with the programme identified in Report CG/25/04;
- (ii) to approve the recommendations set out in the Executive Summary and the Service Improvement Plan to enable the pilot project to be implemented and the appropriate parallel activities to be undertaken; and
- (iii) to support each phase beyond their initial pilot phase, subject to a full business case being developed for each area.

Reason for Decision

To improve customer focus.

Information

The Best Value Review of Customer Focus commenced in September 2003 and followed some initial work that had been undertaken in relation to the development of a Customer Access Strategy. A series of Challenge Panel meetings had taken place to progress the review. The final Challenge Panel meeting took place on 7th September 2004 and involved Members from both political groups on the Council, the Improvement and Development Agency, and external representatives from the public private and voluntary sectors. At that meeting, it was recommended that a pilot study should be prepared for one service area of the Council to enable an evaluation to be made of the proposals arising from the review process and to help identify potential benefits to customers.

Report CG/25/04 set out details of the findings of the Best Value Review of Customer Focus together with a recommended Service Improvement Plan.

Alternative options considered and rejected at the time of the decision

Not to accept the recommendations.

Is this a Key Decision? (Give reference number if applicable)

Yes – Reference Number X18/2004

Does the call-in procedure apply? (If no, please give reason)

No – the decision was a recommendation to Council.

APPENDIX 1 (continued)

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None

Published

28th September 2004

Implementation

This decision came into force and was implemented on 24th September 2004.

APPENDIX 1 (continued)

RECORD OF DECISION

VICTORIA MULTI-STOREY CAR PARK, PAIGNTON

Decision Taker

The Executive at its meeting held on 23rd September 2004.

Decision

That the Director of Environment Services be authorised to enter into a contract in respect of lift repairs and various structural repairs and remedial works to loose pedestrian guard-rails at Victoria Multi-Storey Car Park, Paignton.

Reason for Decision

To ensure that the Council's health and safety obligations were met.

Information

Report F/60/04 sought authority to enter into a contract to enable necessary repairs and maintenance works to be carried out at the Victoria Multi-Storey Car Park.

Alternative options considered and rejected at the time of the decision

To close part or all of the car park.

Is this a Key Decision? (Give reference number if applicable)

No

Does the call-in procedure apply? (If no, please give reason)

Yes

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None

Published

28th September 2004

Implementation

This decision will come into force and may be implemented on 6th October 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

APPENDIX 1 (continued)

RECORD OF DECISION

HOLLACOMBE CENTRE

Decision Taker

The Executive at its meeting held on 23rd September 2004.

Decision

That the matter be deferred to the next meeting of the Executive Social Services Committee for consideration and decision.

Reason for Decision

To enable further consideration to be given to the contract.

Information

Report F/60/04 sought authority to enter into a contract to enable necessary repairs and maintenance work to be carried out at the Hollacombe Centre, Paignton.

Alternative options considered and rejected at the time of the decision

None

Is this a Key Decision? (Give reference number if applicable)

Yes

Does the call-in procedure apply? (If no, please give reason)

Yes

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None

Published

28th September 2004

Implementation

This decision will come into force and may be implemented on 6th October 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

APPENDIX 1 (continued)

RECORD OF DECISION

PRINCESS PIER

Decision Taker

The Executive at its meeting held on 23rd September 2004.

Decision

That the Director of Environment Services be authorised to enter into a contract in respect of decking repairs at Princess Pier, Torquay.

Reason for Decision

To enable Princess Pier to be kept open and to ensure that the Council's health and safety obligations were met.

Information

Report F/60/04 sought authority to enter into a contract to enable necessary repairs to be carried out to the decking at Princess Pier.

Alternative options considered and rejected at the time of the decision

Closure of part of the Pier.

Is this a Key Decision? (Give reference number if applicable)

No

Does the call-in procedure apply? (If no, please give reason)

Yes

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None

Published

28th September 2004

Implementation

This decision will come into force and may be implemented on 6th October 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

APPENDIX 1 (continued)

RECORD OF DECISION

BRIXHAM TOWN HALL

Decision Taker

The Executive at its meeting held on 23rd September 2004.

Decision

That the Director of Environment Services be authorised to enter into a contract for the refurbishment of the public toilets within Brixham Town Hall.

Reason for Decision

To allow the fabric of the building to be maintained to avoid increased costs.

Information

Report F/60/04 sought authority to enter into a contract to enable refurbishment works to be carried out to the public toilets within Brixham Town Hall (including the replacement of the timber floor and repairs to the roof).

Alternative options considered and rejected at the time of the decision

To close the toilets.

Is this a Key Decision? (Give reference number if applicable)

No

Does the call-in procedure apply? (If no, please give reason)

Yes

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None

Published

28th September 2004

Implementation

This decision will come into force and may be implemented on 6th October 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).