



MALDON DISTRICT
COUNCIL

APOLOGIES Committee Services
Email: Committee.clerk@maldon.gov.uk

DIRECTOR OF STRATEGY,
PERFORMANCE AND
GOVERNANCE
Paul Dodson

Date Not Specified

Dear Councillor

You are summoned to attend the meeting of the;

PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE

on **THURSDAY 13 JANUARY 2022** at **7.30 pm**

in the **Council Chamber, Maldon District Council Offices, Princes Road, Maldon.**

Please Note: Due to current social distancing restrictions the Council is limited on the number of physical attendees in a meeting. Therefore, members of the public wishing to speak under the Public Participation Protocol are requested to attend remotely via Microsoft Teams. Members of the press are advised to view the meetings via the Council's YouTube channel: <https://www.maldon.gov.uk/watchlive> where all meetings are streamed live.

To register your request to speak please submit a [Public Access form](#) (to be submitted by 12noon on the working day before the Committee meeting).

A copy of the agenda is attached.

Yours faithfully

Director of Strategy, Performance and Governance

COMMITTEE MEMBERSHIP:

| | |
|---------------|--|
| CHAIRMAN | Councillor Mrs J C Stilts |
| VICE-CHAIRMAN | Vacancy |
| COUNCILLORS | R G Boyce MBE M R Edwards Mrs J L Fleming, CC M S Heard A L Hull J V Keyes E L Stephens Vacancy |



Please note: Electronic copies of this agenda and its related papers are available via the Council's website www.maldon.gov.uk.





**AGENDA
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE**

THURSDAY 13 JANUARY 2022

1. **Chairman's Notices**

2. **Apologies for Absence**

3. **Minutes** (Pages 5 - 10)

To confirm the minutes of the meeting held on 18 November 2021, (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interest or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6 – 8 of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interest as soon as they become aware should the need arise through the meeting.)

5. **Public Participation**

To receive the views of members of the public, of which prior notification in writing has been received (no later than noon on the Tuesday prior to the day of the meeting).

Should you wish to submit a question please complete the [Public Access form](#).

6. **Review of Corporate Performance - Quarter 2** (Pages 11 - 40)

To consider the report of the Director of Strategy, Performance and Governance (copy enclosed).

7. **Review of Corporate Risk - Quarter 2** (Pages 41 - 50)

To consider the report of the Director of Strategy, Performance and Governance (copy enclosed).

8. **Review of Health and Safety - Quarter 2** (Pages 51 - 66)

To consider the report of the Director of Service Delivery (copy enclosed).

9. **Annual Governance Statement Actions Update** (Pages 67 - 70)

To consider the report of the Director of Strategy, Performance and Governance (copy enclosed).

10. **Any other items of business that the Chairman of the Committee decides are urgent**

NOTICES

Recording of Meeting

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

Fire

In the event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

Health and Safety

Please be advised of the different levels of flooring within the Council Chamber. There are steps behind the main horseshoe as well as to the side of the room.

Closed-Circuit Televisions (CCTV)

Meetings held in the Council Chamber are being monitored and recorded by CCTV.