



MALDON DISTRICT
COUNCIL

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

DIRECTOR OF STRATEGY,
PERFORMANCE AND
GOVERNANCE
Paul Dodson

1 March 2023

Dear Councillor

You are summoned to attend the meeting of the;

PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE

on **THURSDAY 9 MARCH 2023** at **7.30 pm**

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

Please Note: All meetings will continue to be live streamed on the [Council's YouTube channel](#) for those wishing to observe remotely. Public participants wishing to speak remotely at a meeting can continue to do so via Microsoft Teams.

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). All requests will be considered on a first-come, first-served basis.

A copy of the agenda is attached.

Yours faithfully

Director of Strategy, Performance and Governance

COMMITTEE MEMBERSHIP:

CHAIRMAN	Councillor W Stamp, CC
VICE-CHAIRMAN	Councillor Mrs J L Fleming, CC
COUNCILLORS	M R Edwards A S Fluker A L Hull J V Keyes N J Skeens E L Stephens Mrs J C Stilts Mrs M E Thompson



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 9 MARCH 2023

1. **Chairman's Notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting and Matters Arising** (Pages 5 - 14)

To confirm the Minutes of the Performance, Governance and Audit Committee held on 19 January 2023 (copy enclosed) and note the Matters Arising from the minutes attached as Appendix 1.

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout 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 online form at:

www.maldon.gov.uk/publicparticipation.

6. **Internal Audit Report** (Pages 15 - 16)

To consider the report of the Director of Resources (copy enclosed, Members' Update to be circulated)*

a) **Progress Report** (Pages 17 - 26)

b) **Follow-Up of Recommendations Report** (Pages 27 - 34)

c) **Contract Management - 2021/22** (Pages 35 - 48)

d) **Safeguarding - 2022/23** (Pages 49 - 60)

e) **Strategic Performance - Place - 2022/23** (Pages 61 - 72)

f) **Community Safety - 2022/23** (Pages 73 - 84)

g) **Internal Audit Annual Plan 2023/24 and Strategic Plan 2023/26** (Pages 85 - 108)

7. **Establish a Working Group of Performance, Governance and Audit Committee (PGA)** (Pages 109 - 112)

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

8. **North Farnbridge Parish Council - Request to Review Electoral Arrangements** (Pages 113 - 116)

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

9. **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.

Closed-Circuit Televisions (CCTV)

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