



MALDON DISTRICT
COUNCIL

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

DIRECTOR OF STRATEGY AND
RESOURCES
Paul Dodson

28 February 2024

Dear Councillor

You are summoned to attend the meeting of the;

PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE

on **THURSDAY 7 MARCH 2024 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 / attend in person please complete 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 and Resources

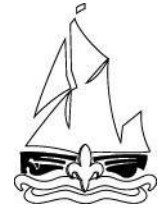
COMMITTEE MEMBERSHIP:

CHAIRPERSON	Councillor V J Bell
VICE-CHAIRPERSON	Councillor M E Thompson
COUNCILLORS	M G Bassenger S J Burwood N R Miller R G Pratt N G F Shaughnessy N D Spenceley W Stamp, CC J C Stilts



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 7 MARCH 2024

1. **Chairperson's Notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (To Follow)

To confirm the Minutes of the Performance, Governance and Audit Committee held on 18 January 2024.

4. **Matters Arising** (To Follow)

To note the Matters Arising from the last meeting.

5. **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).

6. **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.

7. **Internal Audit report** (Pages 5 - 6)

To consider the report of the Interim Chief Finance Officer, (copy enclosed).

a) **Progress Report** (Pages 7 - 16)

b) **Follow-Up of Recommendations Report** (Pages 17 - 26)

c) **Housing Benefits** (Pages 27 - 38)

d) **Homelessness and Temporary Accommodation** (Pages 39 - 52)

e) **Climate Change and Sustainability** (Pages 53 - 62)

8. **Review of Corporate Performance - Quarter 3** (Pages 63 - 104)

To consider the report of the Director of Strategy and Resources (copy enclosed).

Page 2

For further information please see [the Council's website](#).

9. **Review of Corporate Risk - Quarter 3** (Pages 105 - 112)
To consider the report of the Director of Strategy and Resources (copy enclosed).
10. **Balance Scorecard Exceptions** (Pages 113 - 136)
To consider the report of the Director of Strategy and Resources (copy enclosed).
11. **Review of Health and Safety - Quarter 3** (Pages 137 - 142)
To consider the report of the Director of Service Delivery (copy enclosed).
12. **Independent Person of the Performance, Governance and Audit Committee**
(Pages 143 - 148)
To consider the report of the Director of Strategy and Resources (copy enclosed).
13. **Committee Self Assessment Review** (Pages 149 - 150)
To consider the report of the Director of Strategy and Resources (copy enclosed).
14. **Annual Governance Statement Actions Update** (Pages 151 - 154)
To consider the report of the Director of Strategy and Resources (copy enclosed).
15. **Annual Governance Statement** (Pages 155 - 172)
To consider the report of the Director of Strategy and Resources (copy enclosed).
16. **Contract Procedure Rules Extension** (Pages 173 - 200)
To consider the report of the Director of Strategy and Resources (copy enclosed).
17. **Council Constitution - Planning Appeal Protocol** (Pages 201 - 206)
To consider the report of the Director of Strategy and Resources (copy enclosed).
18. **Council Constitution - Scheme of Delegation - Service Delivery** (Pages 207 - 220)
To consider the report of the Director of Service Delivery (copy enclosed).
19. **Any other items of business that the Chairperson of the Committee decides are urgent**
20. **Exclusion of the Public and Press**

To resolve that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.
21. **Review of Commercial Performance - Quarter 3** (Pages 221 - 228)
To consider the report of the Director of Strategy and Resources (copy enclosed).

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.

Lift

Please be aware, there is not currently lift access to the Council Chamber.