



MALDON DISTRICT
COUNCIL

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

CHIEF EXECUTIVE
Doug Wilkinson

08 January 2025

Dear Councillor

You are summoned to attend the meeting of the;

PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE

on **THURSDAY 16 JANUARY 2025** 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

Chief Executive

COMMITTEE MEMBERSHIP:

CHAIRPERSON	Councillor W Stamp, CC
VICE-CHAIRPERSON	Councillor N D Spenceley
COUNCILLORS	M G Bassenger S J Burwood J C Hughes N R Miller R G Pratt U C G Siddall-Norman J C Stilts 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 16 JANUARY 2025

1. **Chairperson's Notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 10)

To confirm the Minutes of the Performance, Governance and Audit Committee held on 5 December 2024 (copy enclosed).

4. **Matters Arising** (Pages 11 - 14)

To note the Matters Arising from the last meeting of the Committee (5 December 2024).

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. **Review of Corporate Risk - Quarter 2** (Pages 15 - 24)

To consider the report of the Chief Executive, (copy enclosed).

8. **Corporate Performance - Quarter 2** (Pages 25 - 66)

To consider the report of the Chief Executive, (copy enclosed).

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

To consider the report of the Chief Executive, (copy enclosed).

10. **Amended Contract Procedure Rules in line with Legislation Under the Procurement Act 2023** (Pages 71 - 96)

To consider the report of the Chief Executive, (copy enclosed).

11. **One Maldon District Partnership Action Plan - Update** (Pages 97 - 112)
To consider the report of the Chief Executive, (copy enclosed).
 12. **UK Shared and Rural England Prosperity Funds** (Pages 113 - 122)
To consider the report of the Chief Executive, (copy enclosed).
 13. **Health and Safety Update - Quarter 2 2024 / 25** (Pages 123 - 132)
To consider the report of the Deputy Chief Executive, (copy enclosed).
 14. **Appointment of Representatives on Outside Bodies** (Pages 133 - 134)
To consider the report of the Assistant Director: Programmes, Performance and Governance (copy enclosed).
 15. **Any other items of business that the Chairperson of the Committee decides are urgent**
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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

We do not have any fire alarm testing scheduled for this meeting. In the event of a fire, a siren will sound. Please use either of the two marked fire escape routes. Once out of the building please proceed to the designated muster point located on the grass verge by the police station entrance. Please gather there and await further instruction. If you feel you may need assistance to evacuate the building, please make a member of Maldon District Council staff aware.

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.