

## Matters arising from the Performance, Governance and Audit Committee held on 5 June 2025

Meeting Date	Item (Title of Report)	Action	Lead Officer	Response / Update	Action response date
16-Jun-24	Infrastructure Funding Statement	Details regarding the allotments at Handley Green to be provided to Councillor J Driver	Head of Service - Planning Policy and Implementation	Councillor Driver was emailed on 22 July 2024. <u>November 2024 update</u> – Officers have written twice to the developer for an update on the allotments. The allotments should be delivered when the housing is complete on Phase 1 (the phase in which the allotments lie). As the housing is well on the way to be delivered Officers will continue to pursue this for the delivery timetable and who will be taking over the management of the allotments.	05/12/24 – The Chairperson requested that this item remained on the matters arising list.
05-Jun-25	Internal Audit Reports - IT Disaster Recovery and Business Continuity Final Report (May 2025)	The Committee asked that its congratulations be passed to the IT Teams and managers			
05-Jun-25	Internal Audit Reports - General Data Protection Regulation (GDPR) Final Report (May 2025)	That all Members be sent an email reminder to complete their GDPR training.	Lead Legal Specialist	A link has been added to Members laptops and an email has been sent to all Members (27/06/25) advising of the requirement to complete the training and how to action it.	27-Jun-25
05-Jun-25	Review of Corporate Risk - Quarter 4	In response to a question regarding the controls relating to Risk 17 – Failure to provide adequate building safety and access systems, Members were advised that this was background information and Officers would look into how that detail could be added.	Assistant Director - Programmes, Performance and Governance	This detail was the controls - the full risk register will be published to the Members SharePoint so that Members have access to / can view the full background on risks. This will then be referenced in the next risk report and a link to the Risk Strategy provided in the covering report.	30-Jun-25
05-Jun-25	Headline Results and Action Plan of the Staff Survey	The Assistant Director would confirm the number of staff 58% represented and provide Members with a copy of the staff communications.	Assistant Director - Programmes, Performance and Governance	It was requested that this information be sent to the Independent Person (Mr Smith) - this has been actioned together with some further follow up queries to which the Chairperson and Vice-Chairperson were copied into.	30-Jun-25
05-Jun-25	UK Shared and Rural England Prosperity Funds	In response to a request that when consulting with Ward Members, in the Heybridge, Maldon and Burnham-on-Crouch that consideration be given to including all Ward Members, Officers advised that they had noted this comment and would review the consultation of Ward Members	Lead Specialist Prosperity		