

Matters Arising from previous meetings of the Performance, Governance and Audit Committee

Meeting Date	Minute No.	Item (Title of Report)	Action	Lead Officer	Response / Update
4 June 2026		Reappointment of Independent Person to the Performance, Governance and Audit Committee	In response to a comment from the Independent Person regarding receiving a summary of major Key Performance Indicators (KPIs), the Chief Executive referred to the progress made in the last 12 months and suggested that covering reports could summarise if a KPI was in a positive or negative position. The Chairperson advised that this could be investigated, and if appropriate she would then propose a change from the chair at a future meeting.	Chief Executive	Prior to the next meeting Officers will email all Members to remind them of the detailed Member dashboard that they all have access to and how to use it. An amendment is also going to be made to the header order in future reports that come forward to the Committee so that controls are shown first.
4 June 2026		Plan for the Audit of the Accounts for the Financial Year 2025 / 26	There was some discussion regarding the fees and in response the Director agreed to produce a briefing note for Members setting out the basis of the fee scale, charges and the way in which additional charges were added. In relation to the rate card included in the KPMG position for the likely fees he agreed to also provide some breakdown of the basis behind the chart	Director of Finance	Briefing note emailed to Committee Members on 30/06/26
4 June 2026		2026 Biodiversity Duty Report	The future installation of a butterfly green roof at Riverside Park, Burnham-on-Crouch referred to a green roof planted to encourage butterflies and their caterpillars. This would be installed and managed by the Council's Parks Team. The Chairperson asked to be notified once this was operational.	Director of Neighbourhood Services and Communities	
4 June 2026		2026 Biodiversity Duty Report	The Chairperson asked that biodiversity within the Council's land asset areas be looked at and in response Members were advised that their comments would be taken back to the relevant team for consideration.	Director of Neighbourhood Services and Communities	Members' comments were noted by Officers.