



Uttlesford District Council

Chief Executive: Dawn French

Governance, Audit and Performance Committee Remote Meeting

Date: Tuesday, 2nd June, 2020

Time: 7.00 pm

Venue: Zoom - <https://zoom.us/>

Chair: Councillor E Oliver

Members: Councillors G Bagnall, G Driscoll (Vice-Chair), M Foley, V Isham, R Jones, A Khan, S Luck and J De Vries

Substitutes: Councillors H Asker, S Barker, M Caton, C Criscione, M Sutton and M Tayler

Public Participation

At the start of the meeting there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given notice by 12 noon two working days before the meeting.

Public speakers will be offered the opportunity for an officer to read out their questions or statement at the meeting, or to attend the meeting over Zoom to read out their questions or statement themselves.

Members of the public who would like to listen to the meeting live can do so [here](#). The broadcast will be made available as soon as the meeting begins.

AGENDA PART 1

Open to Public and Press

1 Apologies for Absence and Declarations of Interest

To receive any apologies for absence and declarations of interest.

| | | |
|----------|---|---------|
| 2 | Minutes of the Previous Meeting | 4 - 7 |
| | To consider the minutes of the previous meeting. | |
| 3 | Audit Additional Fees | 8 - 9 |
| | To consider the report on Audit Additional fees. | |
| 4 | Draft Annual Governance Statement 2019-20 | 10 - 23 |
| | To consider the draft Annual Governance Statement. | |
| 5 | Internal Audit Progress Report, 16 December 2019 to 15 May 2020 | 24 - 31 |
| | To receive the Internal Audit Progress report 16 December 2019 to 15 May 2020. | |
| 6 | Quarter 4 2019/20 KPIs & PIs Report | 32 - 52 |
| | To receive Key Performance Indicators and Performance Indicators for Quarter 4 2019-20. | |
| 7 | COVID-19 Performance Indicators | 53 - 96 |
| | To receive the Covid-19 Performance Indicators report. | |

MEETINGS AND THE PUBLIC

Members of the public are welcome to listen to the debate of any of the Council's Cabinet or Committee meetings. All agendas, reports and minutes can be viewed on the Council's website www.uttlesford.gov.uk. For background papers in relation to this meeting please contact committee@uttlesford.gov.uk or phone 01799 510410/369.

Members of the public and representatives of parish and town councils are permitted to speak or ask questions at any of these meetings. You will need to register with the Democratic Services Officer by midday two working days before the meeting. The agenda is split into two parts. Most of the business is dealt with in Part I which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

Agenda and Minutes are available in alternative formats and/or languages. For more information please call 01799 510510.

Facilities for people with disabilities

If you are deaf or have impaired hearing and would like a signer available at a meeting, please contact committee@uttlesford.gov.uk or phone 01799 510410/369 as soon as possible prior to the meeting.

| |
|---|
| <p>For information about this meeting please contact Democratic Services</p> |
|---|

| |
|--|
| <p>Telephone: 01799 510433, 510369 or 510548</p> |
|--|

| |
|--|
| <p>Email: Committee@uttlesford.gov.uk</p> |
|--|

| |
|---------------------------------|
| <p>General Enquiries</p> |
|---------------------------------|

| |
|--------------------------------|
| <p>Telephone: 01799 510510</p> |
|--------------------------------|

| |
|--------------------------|
| <p>Fax: 01799 510550</p> |
|--------------------------|

| |
|--|
| <p>Email: uconnect@uttlesford.gov.uk</p> |
|--|

| |
|--|
| <p>Website: www.uttlesford.gov.uk</p> |
|--|