



**Agenda
for the Meeting
of the
Audit and Governance Committee**

Monday, 27th January, 2020

At

6.30 pm

RBFRS Headquarters
Lynda Kenyon Suite
Newsham Court
Pincents Kiln
Calcot
Reading
Berkshire
RG31 7SD

For further information regarding this meeting, please contact:

Committee Team

0118 938 4611

E-Mail at committeeteam@rbfrs.co.uk

Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD



MEETING: Audit and Governance Committee Meeting

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S U M M O N S

You are hereby summoned to attend the meeting of the Royal Berkshire Fire Authority at the time, date and venue indicated above, when it is proposed to deal with the business set out in the enclosed Agenda.

A light buffet will be provided.

A handwritten signature in black ink, appearing to read 'Graham Britten'.

GRAHAM BRITTEN
Monitoring Officer

To: Members of the Audit and Governance Committee:

Councillor Christine Hulme	Councillor Graham Howe
Councillor Simon Werner	Councillor Tony Linden
Councillor Christine Bateson	Councillor Tina McKenzie-Boyle
Councillor Dennis Benneyworth	Councillor Jane Stanford-Beale
Councillor Tricia Brown	

Copy to: Senior Leadership Team (SLT), Royal Berkshire Fire and Rescue Service

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AGENDA

1. Apologies for Absence

Apologies for lateness received from Councillor Tony Linden.

2. Declarations of Interest

Purpose:

To receive Declarations of Interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Fire Authority's Local Code of Conduct, and any from Officers.

3. Minutes of the Meeting held on 4 November 2019 (Pages 5 - 8)

Recommendation:

That the minutes of the meeting held on 4 November 2019 be confirmed as a correct record and signed by the Chairman.

4. Internal Audit Update (Pages 9 - 38)

Purpose:

To receive for note an update on the 2019/20 Internal Audit Programme.

5. External Audit Update (Pages 39 - 42)

Purpose:

To receive for note a verbal update from the External Auditor and to agree the recommendation in the report.

6. Budget and Medium Term Financial Plan Assumptions Presentation

Purpose:

To receive a presentation on the latest information relating to 2019/20 Budget and Medium Term Financial Assumptions.

7. Royal Berkshire Fire Authority - Pay Policy Statement 2020/2021 (Pages 43 - 60)

Purpose:

To note the draft Pay Policy Statement 2020/21 and recommend to Fire Authority for approval.

8. Pension Board - 6 Monthly Report (Pages 61 - 66)

Purpose:

To receive for note an update on the activities of the Local pension Board (for all firefighter pension schemes) and relevant aspects of pension administration.

9. Emergency Services Mobile Communications Programme (ESMCP) Update (Pages 67 - 74)

Purpose:

To receive for note an update on Emergency Services Mobile Communications Programme.

10. Quarterly Performance Report- Quarter 2 (Pages 75 - 78)

Purpose:

To provide the Committee with an overview of Royal Berkshire Fire and Rescue Service's (RBFRS) Quarter 2 Performance for the 19/20 financial year. Quarter 2 Performance Report Appendix A is printed on a separate cover.

11. Date of next meeting

Thursday, 26 March 2020 at 6.30pm, Lynda Kenyon Suite, RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD.
