



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

Monday, 23rd January, 2023

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

GRAHAM BRITTEN
Monitoring Officer

To: Members of the Audit and Governance Committee:

Councillor Christine Bateson	Councillor Mike Smith
Councillor Tricia Brown	Councillor Morag Malvern
Councillor Haqeeq Dar	Councillor Sandra Malik
Councillor Biyi Oloko	Councillor Tina McKenzie-Boyle
Councillor Tony Linden	

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

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AGENDA

- 1. Apologies for Absence**
- 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 17 October 2022 (Pages 7 - 14)**

Recommendation:

That the Minutes of the meeting and any recorded actions held on 17 October 2022, be confirmed as a correct record and signed by the Chair.

- 4. Consideration of any matters properly referred to this Committee for decision**

Purpose:

There were no matters referred to this Committee for decision.

- 5. Internal Audit Update (Pages 15 - 48)**

Purpose:

To note the findings as presented in RSM's Progress Report.

6. External Audit Update *(Pages 49 - 50)*

Purpose:

To note the update from External Auditors.

7. Emergency Services Mobile Communications Programme Presentation

Purpose:

To receive an update on Emergency Services Mobile Communications Programme.

8. Annual Statement of Assurance 2021/22 *(Pages 51 - 72)*

Purpose:

To agree the draft Royal Berkshire Fire Authority Statement of Assurance 2021/22.

9. Royal Berkshire Fire Authority - Pay Policy Statement 2023/24 *(Pages 73 - 92)*

Purpose:

To note and recommend the draft Pay Policy Statement for Fire Authority approval.

10. Local Pension Board Update *(Pages 93 - 104)*

Purpose:

To approve the revised Terms of Reference, the membership of the Pension Board and to note the Local Pension Board's six-monthly update.

11. Gender and Ethnicity Pay Gap Reports 2022 *(Pages 105 - 138)*

Purpose:

To note the Gender and Ethnicity Pay Gap reports and EDI Action Plan, and agree that the Gender and Ethnicity Pay Gap reports are published on rbfrs and gov.uk website.

12. Equal Pay Audit 2022 *(Pages 139 - 160)*

Purpose:

To note the contents of the report and the actions arising from the audit.

13. Quarterly Performance Report 2022-23 Quarter Two (July - September 2022) (Pages 161 - 246)

Purpose:

To receive for note an overview of Royal Berkshire Fire and Rescue Service's (RBFRS) quarter two performance for the 2022/23 financial year.

14. Forward Plan (Pages 247 - 248)

Recommendation:

To note the Forward Plan.

15. Date of next meeting

Tuesday 28 March at 6.30pm, RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD.
