



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

Tuesday, 28th March, 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 23 January 2023 (Pages 5 - 16)**

Recommendation:

That the Minutes of the meeting and any recorded actions held on 23 January 2023, 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 17 - 110)**

Purpose:

To note an update on audit activity together with the draft Audit Plan for 2023/24.

- 6. External Audit Update (Pages 111 - 112)**

Purpose:

To note the update from the auditors.

7. Annual Report on Members Development (*Pages 113 - 162*)

Purpose:

To note the Annual Report on Members Development and recommend 2023-2027 Member Development Strategy to the Fire Authority for approval (Appendix C).

8. Annual report on Governance (*Pages 163 - 174*)

Purpose:

To note the Annual report on Governance and recommend to Fire Authority for approval.

9. Quarterly Performance Report 2022/23 Quarter Three (October - December) (*Pages 175 - 254*)

Purpose:

To note Royal Berkshire Fire and Rescue Service (RBFRS) third quarter (October-December 2022) performance for the 2022-23 financial year.

10. Forward Plan (*Pages 255 - 256*)

Purpose:

To note the Forward plan.

11. Date of next meeting

Tuesday 25 July 2023, at 6.30pm, Royal Berkshire Fire and Rescue Service (RBFRS) Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD.
