



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

Monday, 24th July, 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

DATE AND TIME: Monday, 24th July, 2023 at 6.30 pm

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

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 Dennis Benneyworth	Councillor Morag Malvern
Councillor Tricia Brown	Councillor Owen Jeffery
Councillor Haqeeq Dar	Councillor Joshua Reynolds
Councillor Billy Drummond	Councillor Robert Stedmond
Councillor Dave McElroy	

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

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

DATE AND TIME: Monday, 24th July, 2023 at 6.30 pm

VENUE: Lynda Kenyon Suite
RBFRS Headquarters
Newsham Court
Pincent's Kiln
Calcot
Reading, Berkshire RG31 7SD

AGENDA

(a) Accessible agenda pack_ (Pages 7 - 134)

2. **Election of Chair for Municipal Year 2023/24**
3. **Appointment of Vice-Chair for Municipal Year 2023/24**
4. **Apologies for Absence**
5. **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.

6. **Minutes of the Meeting held on 28 March 2023 (Pages 135 - 142)**

Recommendation:

That the Minutes of the meeting and any recorded actions held on 28 March 2023, be confirmed as a correct record and signed by the Chair.

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

8. **Internal Audit Update (Pages 143 - 176)**

Purpose:

To note the outcome of audit activity, and RSM's Annual Report for 2022/23.

9. External Audit Update (*Pages 177 - 178*)

Purpose:

To note an update from the External Auditors.

10. Royal Berkshire Fire and Rescue Service (RBFRS) Action Plan for His Majesty Inspectorate of Constabulary and Fire and Rescue Service (HMICFRS) Inspection Report 2023 (*Pages 179 - 184*)

Purpose:

To approve RBFRS action plan for HMICFRS Areas for Improvement (AFI).

11. Local Pension Board - Annual Report (*Pages 185 - 192*)

Purpose:

To note the annual update from the Local Pension Board.

12. Chartered Institute of Public Finance and Accountancy (CIPFA) Financial Management Code Report (*Pages 193 - 206*)

Purpose:

To note the contents of the report (Appendix A).

13. Annual Report 22/23 (*Pages 207 - 246*)

Purpose:

To note the Annual Report prior to external publication.

14. Quarterly Performance Report 2022-23 Quarter Four (January - March 2023) (*Pages 247 - 250*)

Purpose:

To note Royal Berkshire Fire and Rescue Service (RBFRS) fourth quarter (January – March 2023) performance for the 2022-23 financial year.

Appendix (Quarter Four Performance Report) is attached under a separate cover.

15. Forward Plan (*Pages 251 - 252*)

Purpose:

To note the Forward Plan.

16. Date of next meeting

Monday 30 October 2023, at 6.30pm, RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD.

17. Exclusion of Public (*Pages 253 - 254*)

Recommendation:

To Resolve that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following Agenda Items on the grounds that they involve the likely disclosure of exempt information, as defined in the Paragraph 3 of Part I of Schedule 12A of the said Act indicated and is exempt information if, and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

18. Internal Audit Update - Appendix 7c (*Pages 255 - 274*)

Purpose:

To note Item 7, Appendix C IT General Controls Audit Report.
