



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

**Monday, 24th March, 2025**

**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](mailto: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 March, 2025 at 6.30 pm

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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

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**To: Members of the Audit and Governance Committee:**

Councillor Greg Bello	Councillor Owen Jeffery
Councillor Dennis Benneyworth	Councillor Mohammed Nazir
Councillor Tricia Brown	Councillor Zafar Satti
Councillor Billy Drummond	Councillor Lou Timlin
Councillor Harjinder Gahir	

**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 30 January 2025 (Pages 5 - 18)**

Recommendation:

That the minutes of the meeting and any recorded actions held on 30 January 2025 be confirmed as a correct record and signed by the Chair.

- 4. Consideration of any matters properly referred to this Committee for decision**
- 5. Internal Audit Update (Pages 19 - 96)**

Purpose:

To note outcome of audit activity during Quarter Three.

- 6. Grant Thornton Audit Plan For 2024/25 Accounts (Pages 97 - 154)**

Purpose:

To note the update from the External Auditors.

**7. Change to Lease Accounting Policy** *(Pages 155 - 160)*

Purpose:

To note Lease Changes.

**8. FRIC Value for Money Report** *(Pages 161 - 172)*

Purpose:

To note the FRIC Value For Money Report.

**9. Annual Report on Governance** *(Pages 173 - 186)*

Purpose:

To note Annual Report on Governance and to recommend to Fire Authority in June for note.

**10. Member Development Annual Report and Progress against Action Plan**  
*(Pages 187 - 210)*

Purpose:

To note 2024/25 Member Development Annual Report and process against action plan.

**11. Quarterly Performance Report 2024/25 Quarter Three (October - December 2024)** *(Pages 211 - 300)*

Purpose:

To note Royal Berkshire Fire and Rescue Service's (RBFRS) quarter three performance for the 2024/25 financial year.

**12. Forward Plan**

Purpose:

To note the Forward Plan.

**13. Date of next meeting**

Thursday 10 July at 6.30pm, Lynda Kenyon Suite, RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD.

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