

MINUTES OF THE MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE



Held on Thursday, 30th January, 2025 at 6.30 pm

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

Members:
(*present)

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

In Attendance: Katie Mills (Assistant Chief Fire Officer, ACFO)
Graham Britten (Monitoring Officer, MO) - Virtual
Conor Byrne (Head of Finance and Procurement, HF&P)
Angela Smith (Programme Officer & Inspection Manager)
Grace Hawkins (Grant Thornton, External Auditor) - Virtual
David Crease (Area Manager, Prevention and Protection, AM P&P)
Jim Powell (Area Manager, Collaboration and Policy, AM C&P)
Becci Jefferies (Head of Human Resources and Learning Development, HHR&L&D)
Michaela Smith (Democratic Support Assistant, DSA)
Lucy Greenway (Senior HR Adviser)
Anna Smy (Data and Performance Manager, Intelligence, Risk and Performance)
Tim Readings (Group Manager, Intelligence Risk and Performance Manager)
Melissa Jackson (Performance Officer, Intelligence, Risk and Performance)

25. APOLOGIES FOR ABSENCE

No apologies for absence were received.

26. DECLARATIONS OF INTEREST

There were no Declarations of Interest from Members in accordance with the provisions of the Fire Authority's Local Code of Conduct. There were no Declarations of Interest received from Officers.

Action

27. MINUTES OF THE MEETING HELD ON 27 NOVEMBER 2024

Katie Mills, Assistant Chief Fire Officer (ACFO) stated the two actions captured in the minutes of the last meeting had been completed.

RESOLVED that the Minutes of the meeting on 27 November 2024, be approved as a true record to be signed the Chair.

28. CONSIDERATION OF ANY MATTERS PROPERLY REFERRED TO THIS COMMITTEE FOR DECISION

There were no matters properly referred to this Committee for decision.

29. ANNUAL GOVERNANCE STATEMENT 2023/24

Angela Smith (Programme Officer & Inspection Manager) reported that Royal Berkshire Fire Authority (RBFA) is responsible for ensuring that its business is conducted in accordance with relevant legislation, standards and that public money is safeguarded and accounted for.

She explained that local authorities are required to prepare an annual governance statement to report publicly the extent they comply with their own governance. This includes how RBFA have monitored and evaluated their governance arrangements, and on any planned changes in the coming months. The prepared Annual Governance Statement for 2023/24 explains how RBFA have complied with the framework and meets the requirements of Regulation 6 of the Accounts and Audit Regulations 2015.

The Chair asked for '23/24' to be added into the header on Appendix A after the words 'RBFA Annual Governance Statement'

PO

The Vice-Chair moved the recommendations, and it was seconded by the Chair.

RESOLVED that the Annual Governance Statement for 2023/24 be agreed.

30. EXTERNAL AUDIT UPDATE AND APPROVAL OF THE 2023/24 ACCOUNTS

Conor Byrne (Head of Finance and Procurement, HF&P) said the Core Financial Statements found on page 27 detailed the movement in reserves for 2023/24, including opening and closing balances, Unusable Reserves and the General Fund Balance was £2.267 million. Earmarked Reserves increased by £912K, included in that amount was a £113K surplus. Capital Receipts Reserve increased by £110K to £6.248 million, and the total Usable Reserves increased by just over a million pounds. He confirmed the fund was in a healthy position

ending the year on £16.23 million. Unusable Reserves decreased by £7.32 million, due to movement from year to year. £5 million of the figure relates to the way pensions are accounted for (due to statutory calculations) and the remaining £2.5 million related to property valuation.

He then referenced page 29 the Comprehensive Income and Expenditure Statement. The Surplus or Deficit on the Provision of Services showed a deficit of £4.256 million and page 33 showed the reconciling adjustment of £5.168 million to get back to the general fund position. The main difference was due to pension adjustments and the way these are accounted for.

The Balance Sheet on page 30 showed an unusable reserve balance of £224 million, primarily due to the pension liability of £279 million. The Government gives the Service a top-up grant each year to plug the difference in employee and employer contributions and monies paid out in pensions by the Service. The Fire Fighters pension is not funded, and the government is meeting the liability on an annual basis. In comparison the Local Government Pension Scheme (LGPS) this is backed by assets which should cover the liability over the medium term.

Conor Byrne reassured members that in terms of reserves, the Service was in a healthy position.

In response to the Vice-Chair's question on unusable reserves, Conor Byrne explained the changes related to actuarial value and assumptions. Government Actuary Department (GAD) assumptions were updated in 2022, whilst previous years liabilities were based on 2020 assumptions.

Grace Hawkins (Grant Thornton, External Auditor) said that the Value for Money Report and Audit Findings Report 2023/24 had been presented to the Committee at the last meeting. She confirmed the sign-off of the accounts by EY has taken place, the Letter of Representation has been received, and that Grant Thornton have recorded no further findings. With these now in place Grant Thornton should be able to present their opinion prior to the backstop date of 28th February 2025.

The Chair asked a question about timescales, Conor Byrne replied that the normal process would see the accounts signed off prior to the next Committee meeting. However, as the next meeting takes place after the backstop date (28 February 2025) he stated the recommendation of the report was seeking the Committee to authorise him to sign off the accounts in consultation with the Audit and Governance Committee Chair, Vice-Chair.

In answer to questions from Councillor Nazir and Vice-Chair on timings and Grant Thorntons opinion, Conor Byrne advised it would be a disclaimed opinion on the basis that the previous two years accounts were not audited by EY due to resourcing issue. He added, the process of building back assurance had begun. Grace Hawkins stated Grant Thornton was liaising with the Financial Reporting Council and National Audit Office about the non-audited accounts and assurance issue. She will update Conor Byrne accordingly and would aim to

remove the disclaimed position over an estimated three years.

The Vice-Chair moved the recommendations, and it was seconded by the Chair.

On being put to the vote, it was **RESOLVED** that:

- 1) The verbal update from the Auditors be noted; and
- 2) The Letter of Representation for 2023/24 be approved; and
- 3) The 2023/24 Statement of Accounts be approved.

The Chair moved the following recommendation, and it was seconded by the Vice-Chair.

On being put to the vote, it was **RESOLVED** that:

- 4) Authorisation be given to the Head of Finance and Procurement, in consultation with the Chair and Vice Chair of Audit & Governance Committee, to make any minor alterations and sign the Accounts once the audit has been completed.

Grace Hawkins left the meeting after the item was discussed and voted on.

31. STATEMENT OF ASSURANCE 21/22, 22/23 AND 23/24

Angela Smith (Programme Officer & Inspection Manager) stated RBFA Statement of Assurance provide judgements on the adequacy of arrangements associated with financial, governance and operational matters. In addition to which, a judgement is made on adherence to the Fire & Rescue National Framework. An internal assessment was conducted by RBFRS Officers and the Programme Office against relevant criteria. The audit backlog impacted the approval of the Statement of Accounts by the Committee for years 2021/22, 2022/23 and 2023/24, however the backlog has now been resolved.

In response to a question from Councillor Nazir about the delay, Conor Byrne (Head of Finance and Procurement, HF&P) answered this was due to an EY auditing resource issue. RBFRS were waiting for the issue to resolve itself and it was not clear until recently that EY would not be auditing the accounts.

The Chair found a couple of inconsistencies in the document which were:

- On page 57, one of the links within the document were not working. Angela Smith said she would investigate this.
- On page 79 the last bullet point appeared to be missing some text as it read 'All protection and prevention activities are subject to both internal quality assurance'. Katie Mills (Assistant Chief Fire Officer, ACFO) confirmed the word 'both' needs to be removed.

PO

The Vice-Chair moved the recommendation, and it was seconded by the Chair. On being put to the vote, it was **RESOLVED** that:

- 1) That the summary judgements within the Statement of Assurance for each of the four key areas of Finance, Governance, Operations and delivering the National Framework be noted.
- 2) It be agreed the Statement of Assurance 2021/22, 2022/23 will be finalised and re-published by the Director of Corporate Services, following the conclusion of the audit of the Statement of Accounts 2021/22, 2022/23; and
- 3) It be agreed the Statement of Assurance for 2023/24 for publication, in consultation with the Chair of the Audit and Governance Committee.

32. NEW CONTRACT STANDING ORDERS AND REVISED FINANCIAL REGULATIONS

Conor Byrne (Head of Finance and Procurement, HF&P) advised this report was proposing new Contract Standing Orders and revised Financial Regulations.

The Contract Standing Orders, Appendix A, had been completely re-written to comply with the Procurement Act 2023 which comes into force on 24 February 2025. The act introduces greater flexibility into the procurement process.

The objectives of the Act places greater emphasis on delivering value for money, maximising public benefit and being seen to act with integrity. To achieve these objectives the Act introduces greater flexibility in the procurement process, but this may lead to increased risk of legal challenge if suppliers are dissatisfied with the procurement process or outcomes. To assist with transparency, the Act introduced new requirements for publishing notices throughout the procurement contract lifecycle, but this may lead to the administrative process becoming more burdensome.

The Act also strengthens provisions as to when suppliers can be excluded from the procurement process meaning that authorities would need to closely manage contractual arrangements.

This is a radical overhaul of public procurement process, and it is hoped that this will yield benefits in the medium term, in the short term it will require a large investment in time and resource, to ensure compliance and to limit the risk of legal challenge.

The Financial Regulations have been updated, these relate to references to the current governance structure, policies, strategies, and plans and are shown as tracked changes in Appendix B.

The Chair referencing Appendix A and B asked the following questions:

- On page 128, point 1.16.1 states that all advertised procurements will only be shown digitally, and the Chair asked whether these could be placed in journals or via QR codes to widen the audience. Conor Byrne confirmed this is linked to the Procurement Act as there is an increased

need for procurement activity to be on a central platform giving visibility to the Government on pricing within the public sector.

- On page 139, point 4.3.5 it reads that 'At Award Stage, in all covered procurements, the quality, social value, and price evaluation will be carried out independently', the Chair queried the word independently and by whom. Conor Byrne confirmed it meant independently in terms of evaluation panels - panel members would conduct the evaluation independently of other panel members. He agreed with the Chair's request to add additional wording in the sentence for clarification.
- On page 141, point 5.2.1, the word meeting should read meetings, Conor Byrne confirmed he would correct this.
- On page 162, point 3.3, the abbreviation should read CRMP not IRMP, Conor Byrne confirmed he would correct this.

HF&P

Katie Mills (Assistant Chief Fire Officer, ACFO) gave her thanks to Conor Byrne and his team for the work that has gone into these papers. The Chair added her thanks on behalf of the Committee.

The Vice-Chair moved the recommendation, and it was seconded by Councillor Drummond.

On being put to the vote, it was **RESOLVED** that:

- 1) The Audit and Governance Committee agree and recommend to the Fire Authority;
- 2) The new Contract Standing Orders as set out in Appendix A be approved; and
- 3) The amended Financial Regulations as set out in Appendix B be approved.

33. PAY POLICY STATEMENT 2025/2026

Lucy Greenway (Senior HR Adviser) reported in line with Section 38 (1) of the Localism Act 2011, RBFRS are required to prepare and publish a Pay Policy Statement each financial year containing information on remuneration for all staff as at 31st October 2024. Apart from standard annual updates to the budget, population of Berkshire, staff figures, pay awards and the pay multiple, it has not been necessary to amend the format of the Pay Policy Statement for 2025/2026, it has only been necessary to include a small number of updates to the following areas - car provision, on-call allowances and staff uniform.

The Chair moved the recommendations, and it was seconded by the Vice-Chair.

On being put to the vote, it was **RESOLVED** that the draft Pay Policy Statement for 2025/2026 (Appendix A) be recommended to the Fire Authority for approval.

34. DISCIPLINE POLICY

Lucy Greenway (Senior HR Adviser) reported the Audit and Governance Committee's Terms of Reference require the Committee to approve and monitor the effectiveness and outcomes relating to several of the Authority's policies including the Disciplinary Policy and the Grievance, Bullying and Harassment Policy. Both policies have been reviewed and representative bodies have been consulted on the proposed changes.

The following additions have been made to the Disciplinary Policy - considerations for staff who are neuro-divergent, behaviour outside the workplace and when this can become a disciplinary matter, update the paragraph relating to police investigations to ensure consistency with the Criminal/Traffic Offences Policy, addition of a link to the Staff Safety Risk Assessment and an update to the section on recording Disciplinary/Investigation meetings.

The following additions have been made to the Grievance, Bullying and Harassment Policy - behaviour outside the workplace, individual liability for acts of victimisation, power imbalances, revision of time limits for raising a complaint, link to the Staff Safety Risk Assessment, third party harassment in line with the Worker Protection Act and the inclusion of an appendix on the employee complaints process.

The Chair moved the recommendations, and it was seconded by the Vice-Chair.

On being put to the vote, it was **RESOLVED** that:

- 1) The Disciplinary Policy be approved; and
- 2) The Grievance, Bullying and Harassment Policy be approved.

35. GENDER, ETHNICITY AND EQUALITY PAY GAP

Lucy Greenway (Senior HR Adviser) reported the Service was required to publish Gender Pay Gap data in accordance with the Equality Act each year. She also stated that the Service had undertaken an Ethnicity Pay Gap report, which showed the pay gap between white staff and staff from ethnic minority groups. RBFRS has chosen to voluntarily publish the findings for the Ethnicity Pay Gap for the fourth year as there is currently no mandatory requirement to do this.

The calculations involved are very complex and prescriptive and use a snapshot of salary data as at 31st March 2024.

The mean gender pay gap was -3.17%, and the median was -8.19%, these remain below the national median average of 14.3%. A negative pay gap shows that females earn more than males. When compared to other Fire & Rescue groups RBFRS had the second lowest gender pay gap for the mean and the median.

Within the fire service pay is composed of several elements including

allowances and detachment payments meaning that quartiles can be very fluid and can change year on year. Mean and median pay gaps for each quartile are detailed in the report.

The Ethnicity Pay Gap has resulted in a figure of 0.90% for the mean and -0.88% for the median, both figures have increased in favour of white staff this year, although to note for the mean, this equates to a 1p difference. There are no national comparison figures as there is no mandatory requirement to report these figures.

A negative pay gap shows that ethnic minority staff earn more than white staff, and the number of staff from ethnic minority groups are broadly consistent across all quartiles. When broken down into quartiles the gap differs significantly from the overall ethnicity pay gap due to pay variations and length of service.

The Service is satisfied that staff are paid for equal work and have access to the same opportunities. Although cultural barriers still exist, RBFRS are taking steps to identify trends and address this. Steps include positive action plans, equality impact assessments and the internship as well as others.

The Chair praised the amount of data in the report and Councillor Timlin was pleased to see that the Service didn't have a gender pay gap and was constantly looking to overcome potential barriers with a positive action plan.

The Chair moved the recommendations, and it was seconded by the Councillor Timlin.

On being put to the vote, it was **RESOLVED** that:

- 1) The details of the Gender Pay Gap Report shown in Appendix A be noted and agree it is published on the RBFRS website and on gov.uk; and
- 2) The details of the Ethnicity Pay Gap Report shown in Appendix B be noted and agree it is published on the RBFRS website.

36. EQUAL PAY AUDIT

Lucy Greenway (Senior HR Adviser) stated an equal pay audit was undertaken this year as recommended by The Equality and Human Rights Commission (EHRC) and the last report was carried out in 2022. Categories used include gender, ethnicity, age, disability and contract type. Data can be found in the report and results showed that overall employees are treated fairly regardless of their personal characteristics. Differences can be broadly attributed to the contract type an employee is conditioned to.

Basic pay is set nationally, and the pay differences reflect this – both Grey and Green book roles are subject to an established method of job evaluation to ensure that staff are paid for equal work of equal value.

Based on the mean average hourly rate pay results showed that females earn

slightly more than males, part time employees earn slightly more than full time employees and staff from an ethnic minority earn more than white employees. Pay reflects that experience is rewarded within the Service. These findings mirror the findings of the Gender Pay Gap and Ethnicity Pay Gap reports.

Allowance results showed these types of payments were mainly paid to Grey Book staff, were higher for males than females, and the proportion paid to white staff were higher than those paid to ethnic minority groups. Payments were made available to all staff based on their roles and the differences, in particular gender and ethnicity, were being addressed through the Equality Diversity and Inclusion (EDI) Action Plan.

Following on from the audit carried out in 2022 a review of detachment payments was undertaken to ascertain why males were detached more than females. The main reasons included specific skill requirements and driving and the results returned no pattern showing females were disadvantaged in terms of detachments. The review of detachments payments in 2024 had returned the same results.

Overtime results for Grey Book staff showed that overtime was equally shared amongst all types of workers and Green Book overtime was paid to a small number of staff in specialist roles.

Merit payments were subject to management discretion, were monitored and payment reasons were outlined in policies. As payments were made for a variety of reasons direct comparisons cannot easily be undertaken. The payments made are broadly reflective of the make-up of the workforce.

Green Book staff Spinal Point analysis was carried out for staff starting above the lowest starting point. The audit did not highlight any concerns and appointments above the bottom spinal point will continue to be monitored by HR to ensure consistency.

In conclusion Lucy Greenway confirmed that actions captured included monitoring equal pay, monitoring merit payments and reviewing potential barriers for underrepresented groups.

RESOLVED that the contents of this report and the actions arising out of the audit be noted.

37. DISCIPLINE AND COMPLAINTS EFFECTIVENESS 6 MONTH INTERIM REPORT 2024/2025

Lucy Greenway (Senior HR Adviser) explained the report detailed a six-monthly update on discipline and complaint effectiveness assessment from 1st April – 30th September 2024.

The number of discipline cases in the first two quarters of 2024/25 was broadly

consistent with previous years. No specific trends had been identified, only one case was completed within the timescale due to the complexity of the investigation and disciplinary training continues to be rolled out to all managers.

Complaint cases have continued to increase when compared to previous years, and no specific trends around the reasons for complaints had been identified. Complaints received via the 'Say-So' anonymous reporting line continue to be monitored. Investigations are undertaken by managers in addition to their day-to-day roles, to assist with workloads external investigators had been utilised for both discipline and complaint investigations.

Several procedures and processes are in place to ensure case management is effective and this continued to be monitored via the 'Developing an Effective Grievance and Discipline Action Plan'. In Q1 and Q2 these included reviewing transfer requests, investigation and hearing checklists and a training package to aid understanding the Behavioural Competency Framework (BCF).

Councillor Benneyworth thanked Lucy Greenway for a series of in-depth papers and said the report gave Members confidence that RBFRS was a responsible employer, and good practices were in place.

In answer to the Chair's question about demographics on page 243, Lucy Greenway stated team movements can be an unsettling, length of service was looked at when dealing with complaint cases to see if this was a contributing factor, and this was continually monitored.

RESOLVED that the details of the Discipline and Complaints Effectiveness Six Month Interim Report be noted.

38. QUARTERLY PERFORMANCE REPORT 2024-25 QUARTER 2 (JULY - SEPTEMBER)

Tim Readings (Group Manager, Intelligence Risk and Performance Manager) introduced the Quarterly Performance Report 2024-25 Quarter 2 and explained it contains data and contextual information from across the Service to allow oversight of performance and progress.

The report details performance across four quadrants: Service Provision, Corporate Health, Priority Programmes and Corporate Risk. Seasonal factors mean incident levels were usually at their highest in Q2, as stated, this was the case this year. The number of incidents in this quarter was very similar to the five-year average for this time of year.

Quadrant 1 is Service Provision and scrutinises performance against Service statutory obligations and the Service provision corporate measures as set out in the RBFRS Annual Plan 2024-25. Unfortunately, a fatality was recorded in West Berkshire, and a 'Hot Strike' (a series of Safe & Well visits) was completed on the back of this incident. Other points of note included an increased number of non-fatal fire casualties with six attributed to a single car fire. A 16% increase in

Safe & Well referrals were recorded, and 100% of Safe & Well visit referrals following a threat of arson were completed within 48hrs. Very high-risk referrals remained challenging due to complexities including reliance on agencies and family members to facilitate visits. A decline in response standard performance from Q1 and from the same period in 2023/24 was recorded and the Service failed to achieve target wholetime frontline appliance availability during Q2. On-call crewing remained problematic this quarter, however hub level exercises are on target, attendance level at Automatic Fire Alarms (AFAs) are starting to decline and customer experience levels were positive across the range of measures.

Councillor Drummond enquired why on-call recruitment was challenging and Tim Readings confirmed this was a national problem and the on-call fire model was old. Tim Readings explained changes in behaviours, residential and urban expansion, and time commitments has meant recruitment continued to be a significant challenge.

Councillor Benneyworth queried whether recent changes to the Pay Policy would influence recruitment. Becci Jefferies (Head of Human Resources and Learning Development, HHR&L&D) stated recent changes to National Joint Council (NJC) pay levels reflect the required time commitments, however she felt finance was not the main attraction to a post; it was the desire to commit to the community and career opportunities. In addition to a supplementary question from Councillor Benneyworth, Becci Jefferies reported Fire Fighters work on different duty systems, although the role and training remains the same. She added there is provision for Fire Fighters to move between duty systems when opportunities to fill post arise.

Katie Mills (Assistant Chief Fire Officer, ACFO) replied to the Vice-Chair's question about the support of on-call stations. She said the Service always needs to ensure they have appropriate arrangements in place and the CRMP is reviewed to ensure it adequately addresses risk. Using Crowthorne and Mortimer as an example, the Service has had on-call success with these stations who are contributing real availability to the Service.

Tim Readings moved onto Quadrant 2, Corporate Health - sets out how the Service monitor the management of critical resources e.g. People and Finance. The section includes a finance update and an update on Service progress against EDI objectives and presents performance against Corporate Health measures. Total days lost to sickness were significantly higher than the same period last year, this was mainly due to mental health which accounted for over 50% of total absence. HR have established several initiatives to support staff including upgrading the employee assistance programme and EDI objectives continue to progress well, with multiple initiatives making headway. In August, crews visited local places of worship and asylum hotels to ensure communities felt safe, they provided Fire Safety advice and advice to prevent fire being used as a weapon. Other highlights included another successful internship, a recruitment specialist to assist with Core Behaviours and Values and to ensure the Behavioural Competency Framework was a useful tool for staff, an uplift in community engagement activity and continued work on station facilities relating

to sleeping, washing and sanitary areas.

Councillor Timlin stated the Quarterly Performance Report detailed crew community engagement visits to Beavers and Scout groups and she wanted to remind the Service that there are Brownies and Guide groups too.

Quadrant 3 covered Priority Programmes and information in this quadrant allow RBFRS to monitor key projects and programmes of Service work. Within the Community Risk Management Plan (CRMP) progress in Priority 1 was mainly positive but resourcing issues have slowed progress. A review of the response model, a core component of Priority 3, had not commenced in this quarter. Work in other priority areas had progressed well and People Strategy reporting under the People Pillar was positive with most measures being reported as green and on target. Capital asset reporting was positive, and further work was underway to address issues.

The Chair queried heat decarbonisation which was detailed on page 37 and asked whether certain station buildings were worse than others. Conor Byrne (Head of Finance and Procurement, HF&P) confirmed work needs to be done to ageing stations, project planning began a while ago and was linked to Salix funding. A paper went to Management Committee which detailed costs, however further investigation had shown more work than was previously thought will also need to be carried out.

The final Quadrant covers assurance. This includes information that provide an assessment of corporate risks that may impact on the delivery of RBFRS objectives and included data and information from audit monitoring. The Corporate Risk Register published in the report was a lagging measure and does not show any recent updates. Strategic risks with high current scores were due to the volatility of operational staff numbers, the proportion of staff in development and organisational capacity. Work continues on the outcomes of the audit plan, there were 35 actions in total and 29 were either completed or on target. A set of measures were created on the back of the GDPR audit and will be included in Q3 Audit and Governance report. His Majesty's Inspectorate of Fire and Rescue Services (HMICFRS) completed the Service's inspection, and the Service is now waiting for the outcome report to see whether Areas for Improvement (AFI) have been closed to the inspectorate's satisfaction. The Service continues to implement Fire Standards which provide support in work areas with the aim to standardise practices across the sector, plans were being worked on and action plans were in place for those that are amber.

The Chair queried the age of some of actions on the audit plan on page 53. Katie Mills (ACFO) stated all open actions will remain on the plan. Some actions were completed and the status on the plan updated. Certain dates were from 2023 which will be investigated to ensure that there were still active or have been closed. All actions were monitored and once closed reported to the Audit & Governance Committee. Some actions are added yearly, whilst others were areas the Service feel would benefit from an internal audit.

ACFO

It was **RESOLVED**:

- 1) That the performance against Service Provision and Corporate Health measures for the targets agreed by the Fire Authority for 2024-25 be noted; and
- 2) That the progress made on the priority programmes be noted; and
- 3) That the position of corporate risk be noted.

39. FORWARD PLAN

RESOLVED that the Forward Plan be noted.

40. DATE OF NEXT MEETING

Monday 24 March 2025, 6.30pm at RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading RG31 7SD.

(The meeting concluded at 8:05pm)