



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

**Monday, 16 March, 2026**

**At**

**6.30pm**

**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, 16 March, 2026 at 6.30pm

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Calcot  
Reading, Berkshire, RG31 7SD

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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 Owen Jeffery	Councillor Mohammed Nazir
Councillor Billy Drummond	Councillor Zafar Satti
Councillor Dennis Benneyworth	Councillor Dilbagh Parmar
Councillor Greg Bello	Councillor Andy NG Siu-hong
Councillor Tricia Brown	

**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 26 January 2026 (Pages 1-7)**

Recommendation:

That the Minutes of the meeting and any recoded actions held on 26 January 2026 be confirmed as a correct record and signed by the Chair.

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

Purpose:

To note there were no matters referred to this Committee for decision.

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**5. Internal Audit Update (Pages 1–3)**

Purpose:

To note RSM's Audit Report.

Appendix A – Pages 1-13

Appendix B – Pages 1-16

**6. External Audit Update (Pages 1-3)**

Purpose:

To note Grant Thornton's Annual Report.

Appendix A – Pages 1-36

**7. Annual Report on Governance and Members Development (Pages 1-6)**

Purpose:

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

Appendix A – One Page

Appendix B – Pages 1-3

**8. Quarterly Performance Report (2025/26 - Quarter Three (October – December 2025)) (Pages 1-7)**

Purpose:

To provide the Committee with an overview of Royal Berkshire Fire and Rescue Service's (RBFRS) Quarter Three (October – December 2025) performance for the 2025/26 financial year.

Appendix A – Pages 1-92

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**9. Forward Plan**

Recommendation:

That the Forward Plan be noted.

**10. Date of next meeting**

Wednesday 15th July, 6.30pm at RBFRS Headquarters, Newsham Court,  
Pincents Kiln, Calcot, Reading RG31 7SD.

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