



## **AGENDA**

**MEETING:       AUDIT AND REVIEW COMMITTEE**

*[Membership: Mark Corner, Richard Good, Liz Hall, Robert Heseltine, David Ireton, Allen Kirkbride, Sandy Lancaster, Julie Martin, Ian Mitchell, Jim Munday, Yvonne Peacock and Cosima Towneley]*

**VENUE:           Yorkshire Dales National Park Authority Offices, Yoredale,  
Bainbridge, Leyburn DL8 3EL**

**DATE/TIME:     Tuesday 9 November 2021 at **10.30am****

✧ Please see the attached “NOTES FOR MEMBERS OF THE PUBLIC AND AUTHORITY MEMBERS” ✧

## **BUSINESS**

### **Part One – “Procedural” items**

	<b>Indicative Duration</b>	<b>Page No</b>
1. Apologies for absence		
2. Minutes of meeting held on 13 July 2021		1
3. Public Questions / Statements		
4. Declarations of lobbying		

### **Part Two – Items/Reports which require a decision from Members**

5. Progress on Corporate Plan 2021/22 – Half Year Report & Revision of Actions	30 mins	4
6. Major Project Review – Barn Conversions	20 mins	24
7. Annual Governance Report	10 mins	35
8. Annual Risk Management Review	10 mins	54
9. Review of Standing Order 3.2 b) (Member Non-Attendance)	10 mins	73

### **Part Three – Items/Reports which are for Members to note**

10. Mid-Year Treasury Management Review

5 mins

75



11. Urgent business – where the Chair has agreed that there are special circumstances

David Butterworth  
Chief Executive  
National Park Office,  
Yoredale, Bainbridge  
22 October 2021

#### **Audit & Review Committee Terms of Reference**

To act on behalf of the Authority as follows:

- a) reviewing the Authority's performance in pursuing its policies and objectives, in particular those in the Corporate Plan; and reporting to the Authority, its Committees or Sub-Committees, as appropriate;
- b) acting as the lead Committee on the implementation and monitoring of the Authority's performance assessment process;
- c) leading on improvement, planning and learning from major projects and on-going programmes;
- d) instigating a programme of reviews in areas where the Authority is under-performing, needs to reduce costs, and/or needs to improve value for money, and report back to the Authority;
- e) advising the Authority on its corporate governance policies and agenda, and implementing and managing the Authority's agreed policies in this area including overseeing its risk management strategy and anti-fraud and corruption policy, reviewing and considering the Annual Governance Statement and considering the Annual Governance Report;
- f) arranging for the audit, both internal and external, of the Authority's affairs, including financial controls and accounts;
- g) receiving all external and internal audit plans and reports, and monitoring the implementation of audit recommendations;
- h) monitoring the Authority's complaints procedure, and as appropriate, determining any claims of maladministration and appropriate remedies;
- i) scrutinising the Authority's Treasury Management strategies, policies and day-to-day activities.