



AGENDA

MEETING: AUDIT AND REVIEW COMMITTEE

[Membership: Lizzie Bushby, Mark Corner, Richard Good, Liz Hall, Robert Heseltine, David Ireton, Allen Kirkbride, Sandy Lancaster, Ian Mitchell, Jim Munday, Andrew Murday and Yvonne Peacock]

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

DATE/TIME: Tuesday 8 November 2022 at **10.30am**

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

BUSINESS

Part One – “Procedural” items

	Indicative Duration	Page No
1. Apologies for absence		
2. Minutes of meeting held on 12 July 2022		1
3. Public Questions / Statements		
4. Declarations of lobbying		

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

5. Progress on Corporate Plan 2022/23 – Half Year Report and Revision of Actions	30 mins	5
6. Review of Income Generation Strategy	30 mins	25
7. Performance review – Development Management Service	20 mins	47
8. Annual Governance Report	10 mins	57
9. Annual Risk Management Review	10 mins	77

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

10. Review of Blended Working	10 mins	101
11. Customer Service Excellence Award	5 mins	119
12. Mid-Year Treasury Management Review	5 mins	125



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

David Butterworth
Chief Executive
National Park Office,
Yoredale, Bainbridge
25 October 2022

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.