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Date: 24 February 2026

Audit and Governance Committee  
Dartmoor National Park Authority  
Parke  
Bovey Tracey  
Newton Abbot  
TQ13 9JQ

Dear Members

### **Dartmoor National Park Authority (the Authority) – Audit Completion Report**

We are pleased to attach our Audit Completion Report. This report summarises our audit conclusions, highlights the key findings arising from our work and details a number of points that we would like to discuss further with you.

We have initially discussed the contents of our report with management and incorporated their comments where relevant.

This report is intended to be solely for the information and use of management and those charged with governance of the Authority. It should not be shared with anyone beyond the Authority without our prior approval.

We would like to take this opportunity to thank the finance team for the co-operation and assistance afforded to us during the course of the audit.

Yours faithfully

*Bishop Fleming Audit Limited*

**Bishop Fleming Audit Limited**

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# 1. Executive summary

## Status of audit

The scope of our work is set in accordance with the National Audit Office's Code of Audit Practice (the Code) and the International Standards on Auditing (ISAs) (UK). Our work is planned to provide a focused and robust audit. We are required to provide an independent opinion as to whether the financial statements:

- give a true and fair view of the financial position of the Authority at the year end and of its expenditure and income for the year then ended 31 March 2025;
- have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25; and
- have been prepared in accordance with the requirements of the Local Audit and Accountability Act 2014.

Our audit has been completed, and we issued an unmodified audit report on 24 February 2026.

## Key audit issues

Within our Audit Plan which was presented to the Audit and Governance Committee in May 2025, we outlined a number of risks that we considered to be of particular significance to the audit. Our plan also detailed our planned approach for addressing each of these risks.

The specific significant risks highlighted were as follows:

- Management override of controls;
- Valuation of land and buildings; and
- Valuation of the pension fund net liability.

Our audit work has been satisfactorily completed on each of the above areas and is further detailed in Section 4 of this report.

## Audit adjustments

During the course of our work, adjustments were identified and, on agreement of management, were adjusted in the financial statements.

Further adjustments were proposed but not made, as those charged with governance do not consider them to be material to the financial statements. We accept this explanation.

Full details of the adjustments identified are included in Section 6 to this report.

## Management letter points and Internal control matters

A number of control points were identified during the course of our work, and these are further detailed in Section 7 to this report. Of the matters noted, none are considered to have an important effect on your system of internal control.

## Value for Money

We are also required to satisfy ourselves that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2025. The Code requires us to report on the Authority's arrangements under three specified reporting criteria:

- Financial sustainability – how the Authority plans and manages its resources to ensure it can continue to deliver its services;
- Governance – how the Authority ensures it makes informed decisions and properly manages its risks; and
- Improving economy, efficiency and effectiveness – how the Authority uses information about its costs and performance to improve the way it manages and delivers its services.

Our work has not identified any significant weaknesses; see Section 8 for more details. The results of the Value for Money work are reported separately in our Auditor's Annual Report.

## Independence

The FRC Ethical Standard and ISA 260 requires us to communicate with you on a timely basis on all significant facts and matters that bear upon our independence and objectivity. The aim of these communications is to ensure full and fair disclosure by us to those charged with governance on matters in which you have an interest.

We are not aware of any relationships that, in our professional judgment, may reasonably be thought to bear on our independence or the objectivity of the audit engagement team.

We confirm that in our professional judgment, Bishop Fleming is independent within the meaning of regulatory and professional requirements, and the objectivity of the audit engagement partner and audit staff has not been compromised.

We consider that our independence in this context is a matter that should be reviewed by both you and ourselves. It is therefore important that you consider the facts of which you are aware and come to a view. Should you have any specific matters that you wish to discuss, please contact us.

## 2. Introduction

### Responsibilities of the audited body

The audited body is responsible for the preparation of the financial statements and for making available to us all the information and explanations we consider necessary. Therefore, it is essential that it confirms that our understanding of all matters referred to in this report are appropriate, having regard to its knowledge of the particular circumstances.

We would point out that the matters dealt with in this report came to our attention during the conduct of our normal audit procedures which are designed primarily for the purpose of expressing our opinion on the financial statements of Dartmoor National Park Authority.

In consequence, our work did not encompass a detailed review of all aspects of the system and controls and cannot be relied upon necessarily to disclose possible frauds or other irregularities, or to include all possible improvements in internal control that a more extensive special examination might reveal.

### Materiality

In carrying out our audit work we have considered whether the financial statements are free from 'material misstatement'. Materiality is an expression of the relative significance of a particular matter in context of the financial statements as a whole.

In general, misstatements, including omissions, are considered to be material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

The assessment of whether a misstatement is material in the context of the financial statements is a matter of professional judgement and will have regard to both the size and the nature of the misstatement, or a combination of both. It is also affected by our perception of the financial information needs of users of the financial statements.

|                                  | Basis of materiality    | Overall materiality |
|----------------------------------|-------------------------|---------------------|
| Dartmoor National Park Authority | 2% of gross expenditure | £169,000            |

The level of materiality has been revised from the £140,700 set out in the audit plan. This change reflects the use of gross expenditure from the 2024/25 financial statements to determine materiality for the audit of those statements. When the audit plan was prepared, materiality was calculated using gross expenditure from the 2023/24 financial statements, which were the most recent figures available at that time.

### Audit report

We issued an unmodified audit report on the financial statements of Dartmoor National Park Authority for the year ended 31 March 2025.

### Letter of representation

The letter of representation is attached at Appendix 1.

### Change in Key Audit Partner

The Key Audit Partner has changed during the audit. Charles Martin has taken over from Craig Sullivan.

## Update on our planned approach

Our audit work was carried out in accordance with our Audit Plan in response to the perceived audit risks. No matters were identified which required us to change our approach and no additional risks were identified.

Our audit is substantially complete although we are finalising our procedures in the following areas:

- Finalisation of testing of the consistency of the Movement in Reserves Statement
- Finalisation of testing of valuation, including queries with the external valuer
- Completion of review of the accuracy and completeness of the transfer of balances to the new finance system, Unit 4
- Final senior review of working papers and the accounts

We will also need to complete the following tasks as part of our usual completion procedures:








- Consideration of any post balance sheet events prior to opinion being issued
- Final review of the financial statements
- Confirmation of the approval of the financial statements by the Authority
- Receipt of the signed management representation letter

## Confidentiality

This document is strictly confidential and although it has been made available to those charged with governance to facilitate discussions, it may not be taken as altering our responsibilities to the Authority arising under the Local Audit and Accountability Act 2014 (the Act) and from the Code. The contents of this report should not be disclosed to third parties without our prior written consent.

### 3. Accounts and audit process

The preparation of the financial statements is a vital process for the management of the Authority and one which should be performed on a timely basis. We met with senior officers as part of our planning work to discuss how we would work together to make the audit process effective.

|  | 2024/25  | 2023/24  |
|--|--|--|
| <b>Readiness for audit</b>             |  <i>Green</i> |  <i>Green</i> |
| <b>Quality of financial statements</b> |  <i>Green</i> |  <i>Green</i> |
| <b>Accuracy of financial records</b>   |  <i>Green</i> |  <i>Green</i> |
| <b>Quality of working papers</b>       |  <i>Green</i> |  <i>Green</i> |
| <b>Availability of staff</b>           |  <i>Green</i> |  <i>Green</i> |

**Key (Impact on audit approach)**

- None or limited impact  *Green*
- Some impact  *Amber*
- Significant impact  *Red*

We discussed key accounting issues early, such as the implementation of IFRS 16, so they could be considered before the audit commenced. We invested time into the audit running as smoothly as possible. During the audit, we had regular calls with the finance team. In addition to this, the team had an on-site presence during the final audit visit to address and resolve audit queries efficiently with the finance team.

We are keen to continually improve our service and the effectiveness of the process and, therefore, will hold a debrief discussion with management to identify areas where this might be possible.

**Readiness for audit**

Although the Authority did not publish the unaudited financial statements by the statutory deadline of 30 June 2025, we were provided with a draft of the unaudited financial statements in line with the timetable agreed prior to the start of the audit and as set out in our Audit Plan.

Information requested during onsite audit fieldwork was provided promptly. Responses to audit queries and follow-up requests were generally timely.

**Quality of financial statements**

We did not identify any significant omissions in the draft financial statements.

Following amendments identified through the audit, and the resolution of other comments raised during our review, the financial statements were finalised in January 2026.

**Accuracy of financial records**

As in the prior year, the majority of the underlying financial records were accurate, supported the balances and disclosures within the financial statements, and were clear and understandable.

Some reports were provided in PDF and TXT formats, reflecting limitations of the Authority's legacy financial system (FINEST). The Authority has implemented a new finance system from 7 April 2025, which is expected to resolve these issues in future audits.

### **Quality of working papers**

The quality of working papers and supporting evidence provided was generally good. Where queries were raised or additional information requested, this was provided in a timely manner.

### **Availability of staff**

Key members of the finance team were available throughout the audit, and we were kept informed of any instances where staff availability was limited.

## 4. Audit risks

### Significant risks:

| Management override of controls   |  |
|---|--|
| <b>Significant Risk</b><br><br>We are required by auditing standards (ISA 240) to consider fraud and management override of controls to be a significant risk for all audits as no matter how strong a control environment, there is the potential for controls to be overridden or bypassed. | <b>Work done and conclusion</b><br><br>To address this risk, we have: <ul style="list-style-type: none"><li>• reviewed the reasonableness of accounting estimates and critical judgements made by management;</li><li>• tested journals with a material impact on the results for the year; and</li><li>• considered a sample of other journals with key risk attributes.</li></ul><br>In testing journals, we used data analytics tools to interrogate the whole population of journals posted in the year and focus on those with key risk factors.<br><br>We have not identified any material errors from our work carried out. |

| Valuation of land and buildings   |   |
|---|---|
| <b>Significant Risk</b><br><br>There is a risk over the valuation of land and buildings due to the high degree of estimation uncertainty, and judgements involved in building valuations. | <b>Work done and conclusion</b><br><br>To address this risk, we have: <ul style="list-style-type: none"><li>• documented our understanding of the processes and controls put in place by management, and evaluate the design of the controls;</li><li>• reviewed the instructions provided to the valuer and the valuer's skills and expertise, in order to determine if we can rely on the management expert;</li><li>• written to the valuer to confirm the basis on which the valuation was carried out;</li><li>• confirmed that the basis of valuation for assets valued in year is appropriate based on their usage;</li><li>• reviewed the appropriateness of assumptions used in the valuation of land and buildings. For assets not formally revalued in the year we assessed how management has satisfied itself that these assets are not materially different from the current value at the year-end;</li><li>• reviewed accuracy and completeness of information provided to the valuer, such as floor areas;</li><li>• tested a sample of revaluations made during the year to ensure that they have been input correctly into the Authority's asset register; and</li><li>• formed our own expectations regarding the movement in property values and comparing this to the valuations reflected in the Authority's financial statements, following up valuation movements that appear unusual.</li></ul><br>We have not identified any material errors from our work carried out. |

## Valuation of the pension fund net liability

### Significant Risk

There is a risk over the valuation of the pension fund net liability due to the values involved and the high degree of estimation uncertainty, due to the sensitivity of the estimate to changes in key assumptions.

### Work done and conclusion

To address this risk, we have:

- documented our understanding of the processes and controls put in place by management, and evaluate the design of the controls;
- reviewed the instructions provided to the actuary and the actuary's skills and expertise, in order to determine if we can rely on the management expert;
- considered the accuracy and completeness of the information provided to the actuary;
- ensured that the disclosures in the financial statements in respect of the pension fund liability are consistent with the actuarial report from the actuary;
- carried out procedures to confirm the reasonableness of the actuarial assumptions made by reviewing the report of the consulting actuary (as auditor's expert) and performing any additional procedures suggested within the report; and
- obtained assurances from the auditor of Devon Pension Fund in respect of the controls around the validity and accuracy of membership data, contributions data and benefits data sent to the actuary by the pension fund and the fund assets valuation in the pension fund financial statements.

Our findings showed the assumptions used are consistent with our expectations and those used by other actuaries at 31 March 2025. The pension valuation has moved from a net deficit of £120k at 31 March 2024 to a net deficit of £106k at 31 March 2025.

The key driver of that change was the increase in the discount rate used by the actuaries, which results in a decrease in the net present value of your share of the scheme liabilities.

| Key assumptions                   | 2023/24 | 2024/25 |
|-----------------------------------|---------|---------|
| Discount rate                     | 4.90%   | 5.80%   |
| CPI / pension increase assumption | 2.90%   | 2.90%   |
| Salary increases                  | 3.90%   | 3.90%   |

Under IFRS, additional guidance is provided in IFRIC 14 on the extent to which a defined benefit pension asset should be recognised. The actuary has produced an asset ceiling report that demonstrates that by following the guidance in IFRIC 14 none of this asset should be recognised and a liability is recognised instead. This adjustment effectively allows for ongoing commitments to contributions to the pension scheme into the future, over and above the expected service charge.

We have not identified any material errors from our work carried out.

As part of our planning, we rebutted the risks of fraud in revenue recognition (required under the ISAs) and fraud in expenditure recognition (required under the Financial Reporting Authority's Practice Note 10: Audit of Financial Statements and regularity of public sector bodies in the United Kingdom).

**Other risks:**

| <b>Implementation of IFRS 16 Leases</b>   |   |
|---|---|
| <p><b>Other risk</b></p> <p>2024/25 was the first year in which local government bodies were required to implement the provisions of IFRS 16 leases.</p> <p>There is a risk that the Authority has not appropriately complied with IFRS 16.</p> | <p><b>Work done and conclusion</b></p> <p>To address this risk, we have:</p> <ul style="list-style-type: none"><li>• Documented our understanding of the processes and controls put in place by management for identifying lease contracts, including those not covered by the transitional arrangements, and evaluate the design of the controls;</li><li>• Reviewed the appropriateness of assumptions used in calculating the estimate;</li><li>• Reviewed the completeness and accuracy of the data gathering exercise;</li><li>• Confirmed the appropriateness of application of exemptions for existing contracts such as short term and low value leases;</li><li>• Reviewed the required transitional disclosures and the application of the adjustment to the opening balances; and</li><li>• Tested a sample of leases for accuracy in calculating the right of use asset and lease liabilities.</li></ul> <p>We have concluded that the Authority has appropriately implemented the provisions of IFRS 16 as required by the CIPFA Code of Practice.</p> <p>Through our work we identified that the lease liability for Parke, with a year-end balance of £115k, has not historically been recognised. Please see Section 5 where this is set out in further detail.</p> <p>We have not identified any material errors from our work carried out to date, subject to finalisation of senior reviews.</p> |

## 5. Other audit and financial reporting matters

### 1) Parke lease liability

As part of our review of the Authority's adoption of IFRS 16 (Leases), we identified that a lease liability relating to the Parke lease had not been recognised on the Balance Sheet. We have considered whether any other similar leases had been missed through conversation with management, review of the leases for other right of use assets recognised, and review of other rent and similar payments in the ledger. We did not identify any other similar items.

As at 1 April 2024, the lease had 28 years remaining, and the outstanding lease liability was calculated at approximately £115k.

Historically, this lease had not been recognised because the associated balances were considered immaterial. The outstanding lease liability remains immaterial in the context of the Authority's financial statements.

As part of the IFRS 16 implementation, the audit team requested that the lease liability be recognised on the Balance Sheet. Management reviewed the accounting treatment and sought external advice. Management concluded that processing the adjustment would have wide-reaching, but immaterial, impacts on the 2024/25 financial statements, including changes to the presentation of the Movement in Reserves Statement and the Expenditure and Funding Analysis. In addition, recognising the lease would require further work to unwind historic postings within the general ledger and fixed asset register.

On this basis, management concluded that the financial statements would not be adjusted to recognise the lease liability at this time, due to its immaterial value. However, management confirmed that a correction would be required at the next rent review in 2028, when the value of the outstanding lease liability is expected to change. The matter will continue to be monitored each year-end by management. We are comfortable with this position.

The unrecognised lease liability has been included within the schedule of uncorrected items (Section 6). In addition, a management letter recommendation has been raised (Section 7) to review the accounting treatment and ensure the lease liability is recognised at an appropriate future point.

## 6. Audit adjustments

In accordance with the requirements of International Standards on Auditing, we must communicate all adjusted and unadjusted items identified during our audit work, other than those which we believe to be clearly insignificant.

### Adjusted items

All adjusted misstatements are set out in detail below along with the impact on the key statements for the year ended 31 March 2025:

|  | Comprehensive Income and Expenditure Statement |              | Balance sheet |          |
|--|--|--------------|---------------|----------|
|  | Dr   | Cr           | Dr            | Cr       |
|  | £'000  | £'000        | £'000         | £'000    |
| 1) Overstatement of depreciation for Princetown Visitor Centre |  | (345)        | 345           |          |
| <b>Total</b>   | <b>-</b>                                       | <b>(345)</b> | <b>345</b>    | <b>-</b> |

### Misclassifications and adjustments to disclosures

We raised several minor points throughout the financial statements for management to consider. These have been adjusted by management.

### Unadjusted items

The table below provides details of adjustments identified during the 2024/25 audit which have not been made within the final set of financial statements. The Audit and Governance Committee is required to approve management's proposed treatment of all items recorded within the table below. (These are also set out in the Letter of Representation.)

| <i>Factual (F), judgemental (J), projected (P)</i>  | Comprehensive Income and Expenditure Statement |          | Balance sheet |              |
|---|--|----------|---------------|--------------|
|   | Dr   | Cr       | Dr            | Cr           |
|   | £'000  | £'000    | £'000         | £'000        |
| 1) Recognition of Parke lease liability (F)   |  |          |               |              |
| - Creditors (lease liability)   |  |          | 115           |              |
| - Capital Adjustment Account / Revaluation Reserve  |  |          |               | (115)        |
| 2) Authority's share of understatement of pension fund scheme assets identified by the pension fund auditor (P) |  |          |               |              |
| - Pension Fund Liability  |  |          | 84            |              |
| - Pension Fund Reserve  |  |          |               | (84)         |
| <b>Total</b>  | <b>-</b>                                       | <b>-</b> | <b>199</b>    | <b>(199)</b> |

## Impact of prior year unadjusted misstatements

The table below provides details of adjustments identified during the prior year which had not been made within the final set of 2023/24 financial statements. We do not consider these to impact on the 2024/25 audit.

| Detail   | Comprehensive<br>Income and<br>Expenditure<br>Statement | Balance sheet | Reason for not<br>adjusting   |
|--|---|---------------|---|
|  | (£'000)   | (£'000)       |   |
| Overstatement of depreciation charge for Parke       | (46)  | 46            | ✓<br>Asset revalued and depreciation corrected for 2024/25  |
| Understatement of PPE due to differences in GIA data | (16)  | 16            | ✓<br>Assets have been revalued in 2024/25, and measurements have been based on measurements taken by the valuer |

## 7. Management letter points and internal control systems

The Authority's management is responsible for the identification, assessment and monitoring of risk, for developing, operating and monitoring the systems of internal control and for providing assurance to the Audit and Governance Committee as 'Those Charged with Governance' that it has done so.

In accordance with the terms of our engagement we have not provided a comprehensive statement of all issues which may exist in the accounting and internal control systems or of all improvements which may be made, but outline below our observations arising from the audit; none of which are considered significant.

### KEY:



Observations refer to issues that are so fundamental to the system of internal control that management should address immediately to minimise the risk of a material misstatement within the financial statements.





Observations refer mainly to issues that have an important effect on the system of internal control and, if left uncorrected could potentially lead to a material misstatement within the financial statements.




Observations refer to issues that would, if corrected, improve internal control in general and engender good practice, but is unlikely to have a material impact on the financial statements.

### Current Year Issues

| Parke lease liability  |  |
|--|--|
|  <i>Amber</i>  |  |
| <p>During our testing of the Authority's adoption of IFRS 16, we identified that the Authority had not recognised the lease liability for Parke.</p> <p>The unrecognised liability is immaterial (as detailed in Section 6), and the lease is due for a rent review in 2028.</p> | <p><b><u>Recommendation</u></b><br/>While immaterial, we recommend that management continue to monitor the lease liability calculation for Parke each year-end prior to the rent review in 2028.</p> <p><b><u>Management comment</u></b><br/>Management sought external technical accounting advice on how to treat the lease liability under the new financial regulation. The advice was to leave until the rent review, as it was immaterial.</p> |

| Signed employee contract  |   |
|---|---|
|  <i>Green</i>  |   |
| <p>During our testing of staff costs, we identified one member of staff who signed an original temporary contract in 2019 but then moved into a permanent role.</p> <p>At the time of our audit work, the updated permanent contract had not been signed and the individual is still employed by the Authority.</p> | <p><b><u>Recommendation</u></b><br/>We recommend management ensures that updated employment contract is issued.</p> <p>Going forwards for similar situations, we recommend when staff move from temporary to permanent roles, that a check is added to ensure new contracts are promptly issued and signed by all parties. This will help ensure that employment terms are formally agreed and appropriately documented.</p> <p><b><u>Management comment</u></b><br/>Noted.</p> |

### Prior Year Issues – Unresolved

| Useful life of assets   |  |
|---|--|
|  <i>Green</i>  |  |
| <p><b><u>2023/24 finding</u></b><br/>In 2023/24, our testing of depreciation identified that certain buildings have been given a shortened useful life, which has in turn then led to a significant increase in the depreciation charge.</p> <p>Management have not made an adjustment for this on the grounds that it is not material to the financial statements.</p> <p><b><u>2024/25 finding</u></b><br/>We identified that one asset, Princetown Visitor Centre, which the useful life was not set up correctly in the fixed asset system to match the cessation of the lease, resulting in an overstatement of depreciation.</p> <p>Management have amended for this item, see Section 6 for further details.</p> | <p><b><u>2023/24 recommendation</u></b><br/>We recommend in future that management base the useful life of buildings of the assets expected utility to the entity, meaning if an asset is to be used past any pause in contract, the asset should be depreciated to the end of the lease. This treatment is in line with the CIPFA code.</p> <p><b><u>2023/24 management comment</u></b><br/>The lease breakpoint was considered at the time as an appropriate date to depreciate the asset. The Authority will review and adjust in the 2024/25 Statement of accounts.</p> <p><b><u>2024/25 recommendation</u></b><br/>Our recommendation remains ongoing.</p> <p><b><u>2024/25 management comment</u></b><br/>Noted.</p> |

## Retention of building plan gross internal area (GIA) data



Green

### **2023/24 finding**

Our testing of the gross internal area (GIA) data used in the building valuations identified that there are minor differences between the data held by the Authority's 'Terrier' database, and the measurements used by the valuer. This produced a £17k expected difference in valuations.

Management have decided not to adjust as it is not considered material to the financial statements.

### **2024/25 finding**

The external valuer has worked with the Authority in carrying out the valuation. The valuer has completed their own measurements of the properties valued. The Authority has not reviewed their database to update for the measurements taken by the valuer.

### **2023/24 recommendation**

We recommend that management and the valuer work together to be able to store accurate building plan data to support future valuations.

### **2023/24 management comment**

It should be noted that the Authority and valuer do work together closely, holding meetings prior to the revaluation exercise. The Authority will ensure agreement on planning data held in the future.

### **2024/25 recommendation**

Our recommendation remains ongoing.

### **2024/25 management comment**

As stated, this is an immaterial accounting figure. However, measurements held within our property system will be updated to reflect the measurements used by the valuer.

## Prior Year Issues – Resolved

### **Classification of land in Assets under Construction**

#### **2023/24 finding**

We identified that an addition for the purchase of land at Buckfastleigh Moor for £845k had been incorrectly classified within Assets Under Construction.

Management adjusted the financial statements for this amount.

#### **2023/24 recommendation**

We recommend that Management consider the nature of assets when determining their classification in the PPE note.

#### **2023/24 management comment**

The Authority had not fully expensed the original capital grant received at the end of the year. Although the Authority did meet the conditions of the grant, some construction work was still to be completed at the time. The Authority wanted to reflect the cost of the asset in its entirety. We have agreed to reclassify the asset.

#### **2024/25 update**

We have not identified any similar issues in 2024/25 from our testing of additions. We consider this matter resolved.

## 8. Other matters

### Other information

We are required to give an opinion on whether the other information published with the audited financial statements (for example, the Narrative Statement and Annual Governance Statement) is materially inconsistent with the financial statement or our knowledge as obtained during the audit.

We have nothing to report in this respect.

### Reporting by exception

We are required to report to you by exception the following matters, if:

- the Annual Governance Statement does not comply with “Delivering Good Governance in Local Government: Framework 2016 Edition” published by CIPFA/SOLACE; or
- we issue a report in the public interest under Section 24 of the Local Audit and Accountability Act 2014; or
- we make a written recommendation to the Authority under Section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application to the court for a declaration that an item of account is contrary to law under Section 28 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014, in the course of, or at the conclusion of the audit.

We have nothing to report on these matters.

The 2014 Act also gives rights to local electors and other parties, such as the right to ask questions of the auditor and the right to make an objection to an item of account. No such objections have been raised.

### Going concern

Our work has not identified a material uncertainty related to going concern. We are satisfied that management’s use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

### Value for money arrangements

We are required to satisfy ourselves that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2025. The Code requires us to report on the Authority’s arrangements under three specified reporting criteria:

- Financial sustainability – how the Authority plans and manages its resources to ensure it can continue to deliver its services;
- Governance – how the Authority ensures it makes informed decisions and properly manages its risks; and
- Improving economy, efficiency and effectiveness – how the Authority uses information about its costs and performance to improve the way it manages and delivers its services.

We asked management to complete an evidenced self-assessment of the Authority’s arrangements. We then reviewed the evidence provided and carried out follow-up work as appropriate to consider whether there are any significant weaknesses in the Authority’s arrangements for securing economy, efficiency and effectiveness in its use of resources.

We have not identified any significant weaknesses, and the results of the Value for Money work are reported separately in our Auditor’s Annual Report.

## Whole of Government accounts work

Alongside our work on the financial statements, we also review and report to the National Audit Office on the Authority's Whole of Government Accounts (WGA) return. The extent of our review, and the nature of our report, is specified by the National Audit Office.

We have not yet completed the limited procedures required in the National Audit Office's group instructions in respect of our work on the Authority's WGA submission. This will be done alongside issuing the audit opinion on the Authority's accounts.

## Audit certificate

At the end of the audit, as auditors, we are required to certify the completion of the audit. The effect of this certificate is to close the audit and marks the point when the auditor's responsibilities in respect of the audit of the period covered by the certificate have been discharged.

We will be unable to issue our audit certificate alongside the auditor's opinion on the accounts until we have received confirmation from the NAO that no additional work (beyond submission of the Assurance Statement) will be required in respect of the Whole of Government Accounts exercise.

## Audit fees

Our final fee (excl. VAT) for the 2024/25 audit is set out below:

|   | Fee proposed at planning stage (£) | Final fee (subject to approval by PSAA) (£) |
|---|------------------------------------|---|
| PSAA scale fee 2024/25                              | 45,853                             | 45,853                                      |
| Fee variation – Review of implementation of IFRS 16 | TBC                                | 5,974                                       |
| <b>Total (excluding VAT)</b>                        | <b>TBC</b>                         | <b>51,827</b>                               |

We can confirm that we have not undertaken any non-audit work at the Authority during the year.



# 1. Letter of representation

Bishop Fleming Audit Limited  
Salt Quay House  
4 North East Quay  
Sutton Harbour  
Plymouth  
Devon  
PL4 0BN

Dear Sirs

## **Dartmoor National Park Authority**

### **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your audit of the Dartmoor National Park Authority (the Authority) financial statements for the year ended 31 March 2025. These enquiries have included inspection of supporting documentation where appropriate, and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

#### **1. General**

We have fulfilled our responsibilities for the preparation of the Authority's financial statements in accordance with International Financial Reporting Standards and the CIPFA/ LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25 (the Code) and applicable law and for being satisfied that they give a true and fair view and for making accurate representations to you.

All the transactions undertaken by the Authority have been properly reflected and recorded in the accounting records.

All the accounting records have been made available to you for the purpose of your audit of the Authority. We have provided you with unrestricted access to all appropriate persons within the Authority, and with all other records and related information requested, including minutes of all Authority and Committee meetings.

The financial statements are free of material misstatements, including omissions.

The effects of uncorrected misstatements (as set out in the appendix to this letter) are immaterial both individually and in total.

#### **2. Internal control and fraud**

We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud and error, and we believe that we have appropriately fulfilled these responsibilities. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud.

We have disclosed to you all instances of known or suspected fraud affecting the Authority involving management, employees who have a significant role in internal control or others where fraud could have a material effect on the financial statements.

We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the Authority's financial statements communicated by current or former employees, analysts, regulators or others.

#### **3. Assets and liabilities**

The Authority has satisfactory title to all assets and there are no liens or encumbrances on the Authority's assets, except for those that are disclosed in the notes to the financial statements.

Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. Such accounting estimates include PPE property valuations and pension liability.

All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.

We have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

#### **4. Accounting estimates**

The methods, data and significant assumptions used by us in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

#### **5. Legal claims**

We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

#### **6. Laws and regulations**

We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

We confirm that all correspondence with our Regulators has been made available to you.

#### **7. Related parties**

Related party relationships and transactions comply with the Authority's financial regulations, relevant requirements of the Code and have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with regulatory, legislative and accounting standards requirements.

#### **8. Subsequent events**

All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

#### **9. Going concern**

We believe that the Authority's financial statements should be prepared on a going concern basis on the grounds that the financial reporting framework applicable to local government bodies means that the anticipated continued provision of entity's services in the public sector is normally sufficient evidence of going concern. We have not identified any material uncertainties related to going concern.

#### **10. Annual Governance Statement**

We are satisfied that the Annual Governance Statement (AGS) fairly reflects the Authority's risk assurance and governance framework, and we confirm that we are not aware of any significant risks that are not disclosed within the AGS.

#### **11. Narrative Report**

The disclosures within the Narrative Report fairly reflect our understanding of the Authority's financial and operating performance over the period covered by the Authority's financial statements.

We acknowledge our legal responsibilities regarding disclosure of information to you as auditors and confirm that so far as we are aware, there is no relevant audit information needed by you in connection with preparing your audit report of which you are unaware.

We have taken all the appropriate steps in order to make ourselves aware of any relevant audit / other information and to establish that you are aware of that information.

Yours faithfully

.....

Signed on behalf of the Audit and Governance Committee of Dartmoor National Park Authority

Date:

## Appendix

### Unadjusted items

The table below provides details of adjustments identified during the 2024/25 audit which have not been made within the final set of financial statements. The Audit and Governance Committee is required to approve management's proposed treatment of all items recorded within the table below. (These are also set out in the Letter of Representation.)

| <i>Factual (F), judgemental (J), projected (P)</i>  | Comprehensive Income and Expenditure Statement |          | Balance sheet |              |
|---|--|----------|---------------|--------------|
|   | Dr   | Cr       | Dr            | Cr           |
|   | £'000  | £'000    | £'000         | £'000        |
| 1) Recognition of Parke lease liability (F)   |  |          |               |              |
| - Creditors (lease liability)   |  |          | 115           |              |
| - Capital Adjustment Account / Revaluation Reserve  |  |          |               | (115)        |
| 2) Authority's share of understatement of pension fund scheme assets identified by the pension fund auditor (P) |  |          |               |              |
| - Pension Fund Liability  |  |          | 84            |              |
| - Pension Fund Reserve  |  |          |               | (84)         |
| <b>Total</b>  | <b>-</b>                                       | <b>-</b> | <b>199</b>    | <b>(199)</b> |

## 2. Required communications with the Audit and Governance Committee

Under the auditing standards, there are certain communications that we must provide to the Audit and Governance Committee as those charged with governance. These include:

| Required communication   | Where addressed   |
|--|---|
| Our responsibilities in relation to the financial statement audit and those of management and those charged with governance.   | Audit Plan  |
| The planned scope and timing of the audit including any limitations, specifically including with respect to significant risks.   | Audit Plan  |
| With respect to misstatements: <ul style="list-style-type: none"> <li>• uncorrected misstatements and their effect on our audit opinion;</li> <li>• the effect of uncorrected misstatements related to prior periods;</li> <li>• a request that any uncorrected misstatement is corrected; and</li> <li>• in writing, corrected misstatements that are significant.</li> </ul>   | Audit Completion Report   |
| With respect to fraud communications: <ul style="list-style-type: none"> <li>• enquiries of those charged with governance to determine whether they have a knowledge of any actual, suspected or alleged fraud affecting the entity;</li> <li>• any fraud that we have identified or information we have obtained that indicates that fraud may exist; and</li> <li>• a discussion of any other matters related to fraud.</li> </ul>   | Audit Completion Report<br>Discussions at Audit and Governance Committees |
| Significant matters arising during the audit in connection with the entity's related parties.  | Audit Completion Report   |
| Significant findings from the audit including: <ul style="list-style-type: none"> <li>• our view about the significant qualitative aspects of accounting practices including accounting policies, accounting estimates and financial statement disclosures;</li> <li>• significant difficulties, if any, encountered during the audit;</li> <li>• significant matters, if any, arising from the audit that were discussed with management;</li> <li>• written representations that we are seeking;</li> <li>• expected modifications to the audit report; and</li> <li>• other matters significant to the oversight of the financial reporting process or otherwise identified during the audit that we believe will be relevant to the Committee when fulfilling their responsibilities.</li> </ul> | Audit Completion Report   |
| Significant deficiencies in internal controls identified during the audit.   | Audit Completion Report   |
| Where relevant, any issues identified with respect to authority to obtain external confirmations or inability to obtain relevant and reliable audit evidence from other procedures.  | Audit Completion Report   |
| Audit findings regarding non-compliance with laws and regulations  | Audit Completion Report<br>Discussions at Audit and Governance Committees |
| Significant matters in relation to going concern.  | Audit Completion Report   |
| Indication of whether all requested explanations and documents were provided by the entity.  | Audit Completion Report   |
| Confirmation of independence and objectivity of the firm and engagement team members.  | Audit Plan<br>Audit Completion Report                                     |



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