

To: All Members  
of the Audit & Governance Committee

(see below)

**Please quote: NPA/AG/18/Agenda**  
Please ask for: **Neil White**  
All press enquiries to **Mike Nendick**

Tel: 01626 832093  
Date: 24 January 2018

**DARTMOOR NATIONAL PARK AUTHORITY**  
**AUDIT & GOVERNANCE COMMITTEE**

**Friday 2 February 2018**

A meeting of the Dartmoor National Park Authority's Audit and Governance Committee will be held on the above date at **11.30am** or on the rising of the Development Management Committee, whichever is the later, **in the Meeting Room at Parke, Bovey Tracey** to consider the following matters.



Kevin Bishop  
Chief Executive (National Park Officer)

**Access to Information - Local Government Act 1972**  
**(as amended)**

**Agenda and Reports**

Copies of the Agenda and Part I reports are available for inspection by members of the public at the above address five clear days prior to the meeting. They are also available at the National Park Visitor Centres at Princetown, Haytor and Postbridge during their opening hours and are published on the DNPA website prior to the meeting. A limited number of copies are available for reference at the meeting.

**Background Papers**

The Background Papers relating to Part I reports, except any containing exempt information, can be inspected by members of the public at the above address between the hours of 9:00 am and 4:30 pm, Monday to Friday

# AGENDA

## PART I - OPEN PROCEEDINGS

### 1 Welcome and apologies

### 2 Minutes of the meeting held on Friday 3 November 2017 – attached - Page 3

### 3 Declarations of Interests

Members are invited to declare any pecuniary, registerable or personal interest relating to any agenda item at this stage in the meeting.

### 4 Items Requiring Urgent Attention

### 5 Public Participation

To answer any questions or to receive any statements, representations or petitions which relate to the published reports in Part I of the Agenda. Representations will be heard immediately prior to the item to which they refer.

### 6 Internal Audit Report – Key Financial Systems Review 2017-18 (Pg 7)

To be presented by Dominic Measures and Claire Moore,  
Devon Audit Partnership

### 7 Financial Management 1 April to 31 December 2017 and Forecast of Financial Outturn 2017/18 (NPA/AG/18/001)(Pg 25)

Report of the Head of Business Support

### 8 Business Plan Monitoring 2017/18 (April to December 2017) (NPA/AG/18/002)(Pg 35)

Report of the Head of Organisational Development

### 9 Performance Indicators Monitoring 2017/18 (NPA/AG/18/003)(Pg 46)

Report of the Head of Organisational Development

### 10 Audit and Governance Committee – Terms and Conditions (NPA/AG/18/004)(Pg 54)

Report of the Head of Business Support

## PART II – ITEMS TO BE TAKEN IN THE ABSENCE OF THE PRESS & PUBLIC ON THE GROUNDS THAT EXEMPT INFORMATION MAY BE DISCLOSED

Nil

## **MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER**

**Membership:** K Ball, A Cooper, G Gribble, S Hill, J McInnes, C Pannell, P Sanders, D Webber, P Woods

Ex-officio: P W Hitchins (Chairman of Authority), M Retallick (Deputy Chairman of Authority)