

**YORKSHIRE DALES NATIONAL PARK AUTHORITY
FINANCE & RESOURCES COMMITTEE**

15th May 2006

STAFFING MATTERS

Purpose of report

To update Members on the staffing establishment as at 31st March 2006 and to advise on recent staffing changes.

Strategic Planning Framework

The information contained in this report is consistent with the Authority's statutory purposes and its approved strategic planning framework:

- ***Best Value Performance Plan***

"Plan and manage all aspects of the Authority's business so as to make the most effective use of our resources"

Establishment as at 31st March 2006

DEPT	TOTAL NO. OF POSTS	FTE	EMPLOYMENT STATUS		STAFF IN POST			
			No. of Established Posts	No. of Temporary Posts	No. of full-time Staff	No. of part-time Staff	No. of Job-Share Staff (no. of posts in brackets)	No. of Staff <u>NOT</u> in post
Secretariat	7	6.6	7	0	5	1	2 (1)	0
Finance & Resources	20	19	19	1	13	5	2 (1)	1
Planning	19	19	19	0	14	0	10 (5)	0
Conservation & Policy	19	18.4	18	1	17	1	2(1)	0
Park Man	36	36	32	4	36	0	0	0
External Affairs	36	26	36	0	13	22	2(1)	0
TOTAL	137	125	131	6	98	29	18 (9)	1

- to reconcile Total No. of Posts with Staff in Post use the figures in brackets in Column 8.

Current /Future Vacancies Position

DEPARTMENT	VACANCY	POSITION
Finance & Resources	Personnel and Training Officer	Re-advertised in March 2006 and successful candidate starts on 19 th June 2006.
External Affairs	Admin Support Officer (Part-time)	Advertised in March and Stuart Willis was appointed. His start date is 1 st June 2006.
Conservation and Policy	Project Officer – Historic Landscape Management Characterisation (Fixed Term for 8 months)	Advertised in March and Yvonne Luke was appointed and started on 24 th April 2006.
Park Management	Area Ranger (Upper Wharfedale) maternity cover	Advertised internally and Iain Mann was successfully appointed. He started on 27 th March 2006

New Employees/Transfers & Contract Changes

Outlined below is a list identifying those employees that have either recently joined the Authority or have transferred posts within the Authority.

Department	Post	Recruitment Data	Appointment
Park Management	Area Ranger (Upper Wharfedale) (maternity cover)	<u>Internal Advert only</u> 5 candidates interviewed	Iain Mann appointed and transferred from Project Officer (Sustainable Transport) on 27 th March 2006
Conservation and Policy	Project Officer – Historic Landscape Management Characterisation (Fixed Term for 8 months)	<u>External advert</u> External candidate appointed.	Yvonne Luke appointed and started on 24.4.06

Leavers

The list below identifies those employees that have either left the Authority or have a leaving date.

<u>Name</u>	<u>Leaving Date</u>	<u>Position</u>	<u>Additional Info</u>
Ian Broadwith	31.3.06	Seasonal Access Ranger	End of fixed-term contract
Sally Howorth	31.3.06	Admin Support Officer	Voluntary resignation
Kate Hilditch	26.3.06	Area Ranger (Upper Wharfedale)	To start maternity leave
Iain Mann	26.3.06	Project Officer (Sustainable Transport)	To take up Area Ranger (Upper Wharfedale) post (maternity cover)
Andy Long	5.5.06	Access & Recreation Administrative Officer	Voluntary resignation

Recommendation

Members are asked to note the contents of this report.

CHRISTINE PRATT
SENIOR ADMINISTRATIVE OFFICER

27th April 2006