Yorkshire Dales National Park Authority **Item 14**

Finance and Resources Committee

19 May 2026

Quarterly Staffing Report

Purpose of the Report

1. To provide Members with an update on staffing levels, recruitment activity and changes to the Authority workforce as at 31 March 2026.

Recommendation

2. That Members note the update.

Strategic Framework

3. The information and recommendations contained in this report are consistent with the Authority's statutory purposes and support the strategic planning framework:

   - Corporate Plan Objective 33:
     Ensure that we have HR policies, procedures, terms and conditions to attract and support the right people with the right skills to deliver the Authority's work effectively.

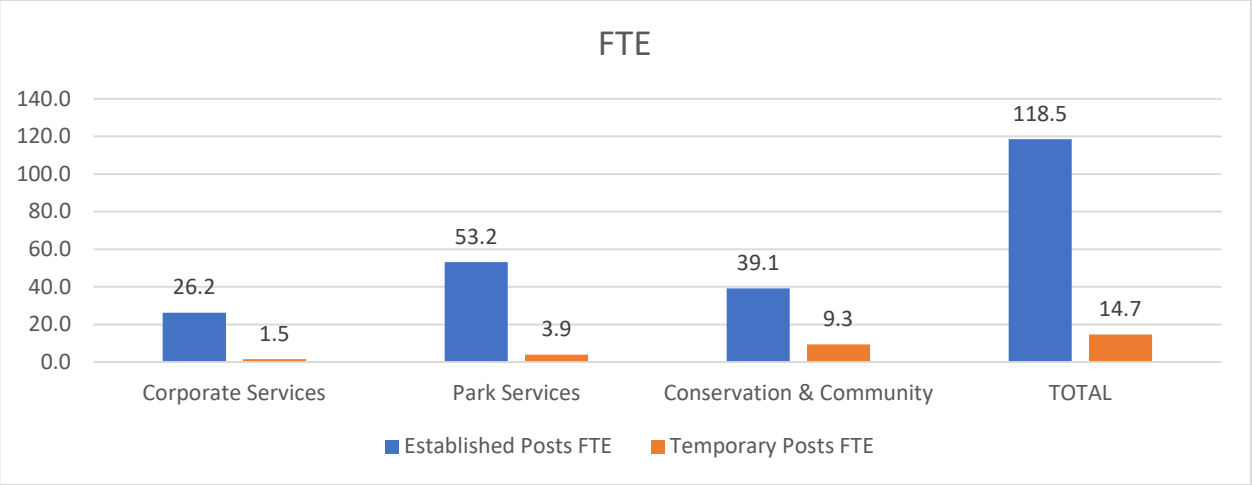
Background

4. Establishment as of 31 March 2026

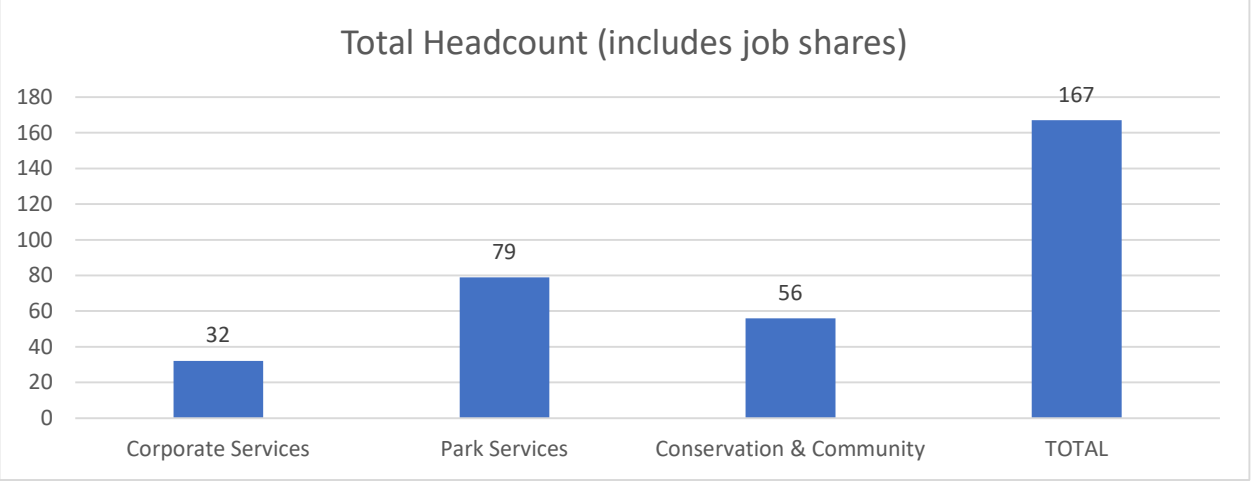
Directorate	Established Posts FTE	Temporary Posts FTE	Vacancies FTE	Total Headcount (includes job shares)
Corporate Services	26.2	1.5	0	32
Park Services	53.2	3.9	1.0	79
Conservation & Community	39.1	9.3	1.0	56
TOTAL	**118.5**	**14.7**	**2.0**	**167**

5. The Authority's total establishment stands at 133.2 FTE, with a total headcount of 167 individuals. Temporary roles account for 10.3% of the workforce, primarily reflecting project-based and time-limited requirements.

6. The FTE and headcount are also illustrated in the graphs below:



7. Temporary roles within the Authority include three Trainees, three Apprentices and a number of fixed term posts, which are either externally funded or time-limited due to budget restrictions.



Leavers

8. Nine officers left the Authority during the period 1 July 2025 to 31 March 2026.

Job Title	Leaving Date	Will the role be replaced?	Follow-Up Action
Tourism Support Officer	23/01/26	Yes	Role review taking place
Engagement Trainee – Championing National Parks for Everyone	06/02/26	No	Fixed term role related to project

Chief Executive Officer	31/03/26	Yes	Chief Executive Officer to start on 28 September 2026
Corporate Services Officer	31/03/26	Yes	Governance and Compliance Officer started on 16 March 2026
Centre Manager (Malham)	31/03/26	Yes	Role review taking place
Information Adviser (DCM)	31/03/26	Yes	Information Adviser (DCM) started on 7 May 2026
Information Adviser (Malham)	31/03/26	Yes	Information Adviser (Malham) started on 1 April 2026
Information Adviser (Malham)	31/03/26	Yes	Information Adviser (Malham) started on 1 April 2026
Tees-Swale Farming & Nature Connection Trainee	31/03/26	No	Fixed term role related to project

Vacancies, New Employees and Contract Changes

9. Thirteen vacancies were advertised with closing dates between 1 January and 31 March 2026. All roles were successfully recruited to:

New or replacement	Job title	Closing date	Comments
New	Jewels of the Dales Project Manager	05/01/26	Internal candidate appointed and started on 1 March 2026
Replacement	Governance and Compliance Officer	11/01/26	New starter joined on 16 March 2026
Replacement	Access Ranger	25/01/26	Internal candidate appointed and started on 24 February 2026
Replacement	Chief Executive Officer	30/01/26	New starter to join on 28 September 2026
Replacement	Information Adviser (Malham)	09/02/26	New starter joined on 1 April 2026
New	Jewels of the Dales Project Officer	23/02/26	Internal candidate appointed and started on 1 April 2026
New	Access to Eden Community Engagement Officer	01/03/26	New starter joined on 27 April 2026
New	Website Content Editor	04/03/26	Internal candidate appointed and started on 1 April 2026
Replacement	Access Raner	12/03/26	Internal candidate appointed and started on 18 March 2026
Replacement	Information Adviser (Aysgarth)	18/03/26	New starter joined on 1 May 2026
Replacement	Information Adviser (Hawes)	18/03/26	New starter joined on 7 May 2026
Replacement	FiPL Officer	25/03/26	New starter joined on 18 May 2026
New	Access and Engagement Project Officer – Community Programmes	29/03/26	Internal candidate appointed and started on 1 April 2026

10. The following table lists new employees who joined the Authority, and current employees who have been promoted or changed post, between 1 January and 31 March 2026.

Job title	Date	Name	Previous position
Land Management Project Officer	01/01/26	Isabel Thompson	Tees Swale Farming and Nature Officer
Access Project Officer	05/01/26	Tom Hickey	Access Ranger
Access Ranger	24/02/26	Alfie Baines	Apprentice Ranger
Jewels of the Dales Project Manager	01/03/26	Robyn Guppy	Conservation Support Officer (Wildlife)
Governance and Compliance Officer	16/03/26	Josie O'Dowd	N/A
Access Ranger	18/03/26	Benedict Parkin	Apprentice Ranger

Financial Implications

11. There are no direct financial implications arising from this report beyond those already accounted for within approved budgets.

Legal Implications

12. There are no legal implications arising from this report. All recruitment and staffing changes have been conducted in accordance with relevant employment legislation and internal HR policies.

Equality, Diversity and Inclusion Implications

13. The Authority continues to promote inclusive recruitment practices. Trainee and apprenticeship roles support workforce diversity and provide opportunities for underrepresented groups. All staffing decisions are made in line with the Authority's Equality, Diversity and Inclusion Policy.

Human Resources Implications

14. The staffing changes outlined in this report have been managed in line with the Authority's HR policies and procedures.

Conclusion

15. Staffing levels remain generally stable, with the majority of vacancies filled promptly and minimal periods of unplanned vacancy. Internal appointments have continued to

provide valuable career development opportunities for existing staff, supporting skills retention and succession planning.

16. The recruitment of the new Chief Executive Officer has been successfully completed, with the appointed candidate due to take up post on 28 September 2026

Vikki Thomas
Head of HR

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