Yorkshire Dales National Park Authority Item 15

Finance and Resources Committee

20 May 2025

Staffing Report

Purpose of the Report

1. To provide an update for Members on the staffing establishment as of 31 March 2025 and to outline recent staffing changes.

Recommendation

2. That the report be noted.

Strategic Framework

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

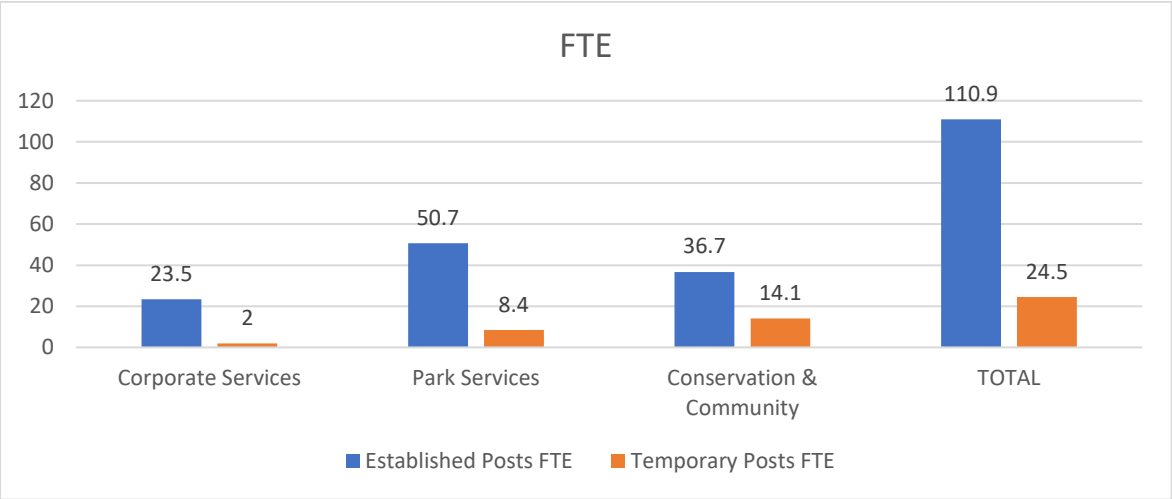
    - Corporate Plan Objective 31:
      Ensure that we have HR policies, procedures, terms and conditions to attract and support the right people with the right skills to deliver the Authority's work effectively, as evidenced by accreditation under the Investors in People standard.

Background

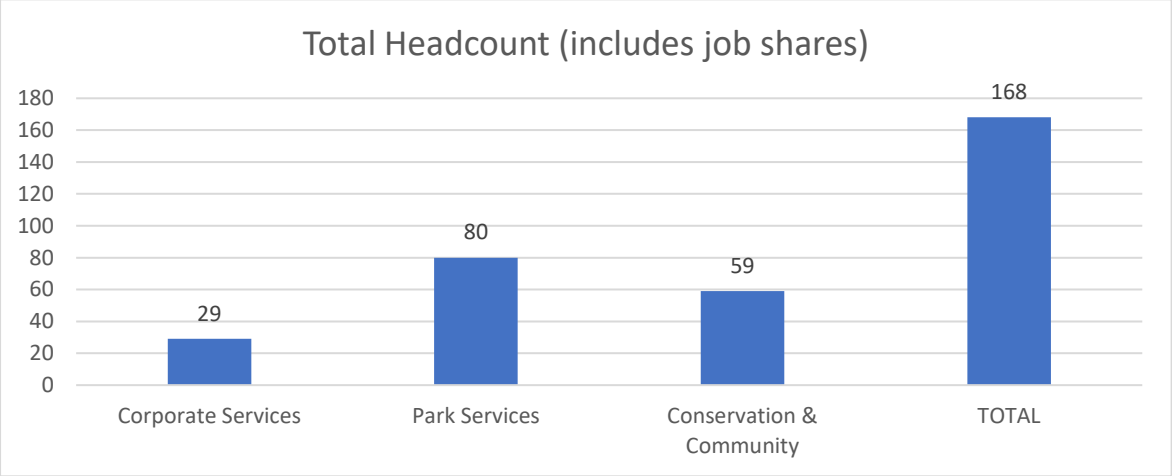
4. Establishment as of 31 March 2025:

Directorate	Established Posts FTE	Temporary Posts FTE	Vacancies FTE	Total Headcount (includes job shares)
Corporate Services	23.5	2.0	0	29
Park Services	50.7	8.4	1.0	80
Conservation & Community	36.7	14.1	1.0	59
TOTAL	**110.9**	**24.5**	**2.0**	**168**

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



6. The temporary roles within the Authority include 2 Trainees, 4 Apprentices and a number of fixed term roles that are either externally funded or temporary due to budget restrictions.



Leavers

7. Seven Officers left the Authority between 1 January and 31 March 2025:

Job Title	Leaving Date	Will the role be replaced?	Notes
Senior Wildlife Conservation Officer	05/01/25	Yes	Replaced as Planning Ecologist within the Planning Team – currently being advertised
Information Adviser	02/02/25	Yes	Information Adviser started on 1 April
Senior Planning Officer	07/02/25	Yes	Career Grade Planning Officer promoted on 24 February
Information Adviser	31/03/25	Yes	Information Adviser started on 1 April

Access and Engagement Project Officer	31/03/25	No	This role concluded in line with project completion timelines or funding cessation.
Conservation Support Officer (Peatland)	31/03/25	No	This role concluded in line with project completion timelines or funding cessation.
Assistant Trees and Woodland Officer	31/03/25	No	This role concluded in line with project completion timelines or funding cessation.

Vacancies, New Employees and Contract Changes

8. The following 7 vacancies have been advertised with a closing date during the period 1 January and 31 March 2025:

New or replacement	Job title	Closing date	Comments
Replacement	Tees-Swale Farming and Nature Connection Trainee	26/01/25	New starter joined on 1 April
Replacement	Information Adviser (Malham)	26/01/25	New starter joined on 1 April
New	Engagement Trainee - Championing National Parks for Everyone	27/01/25	New starter joined on 7 April
New	Wildlife Conservation Officer	19/02/25	New starter joined on 3 March
Replacement	Information Adviser (DCM)	23/02/25	New starter joined on 1 April
Replacement	HR and Reception Support Officer	05/03/25	New starter joined on 8 April
Replacement	Conservation Support Officer (Wildlife)	09/03/25	New starter joined on 1 April

9. 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 2025.

Job title	Date	Name	Previous position
Principal Planning Officer	24/02/25	Katie Towner	N/A
Senior Planning Officer	24/02/25	Nicola Dinsdale	Planning Officer
Access Ranger (Swaledale)	03/03/25	Justin Fozard	N/A
Wildlife Conservation Officer	03/03/25	Genny Stringer-Calvert	Nature Recovery Apprentice
Senior Planning Officer	03/03/25	Clare Bland	N/A
Senior Planning Officer	24/03/25	David Jones	N/A

Financial Implications

10. None

Legal Implications

11. None.

Equality, Diversity and Inclusion Implications

12. None

Conclusion

13. This quarter saw increased recruitment activity, compared to last quarter, with a total of seven vacancies advertised and eight new staff either joining the Authority or moving into new roles. Of the seven officers who left the Authority, three of these departures were due to the scheduled end of fixed-term projects. Notably, only four officers resigned, marking a potential shift in end-of-year staffing trends. Recruitment processes have proceeded smoothly, with all advertised vacancies successfully filled by early April.

Vikki Thomas
Head of HR