YORKSHIRE DALES NATIONAL PARK AUTHORITY **ITEM 2**
FINANCE AND RESOURCES COMMITTEE

Minutes of the meeting held at Yorkshire Dales National Park Authority Officers, Yoredale, Bainbridge, Leyburn DL8 3EL, on Tuesday, 5 December 2023.

Members Present:

Libby Bateman, Phil Dew, Richard Foster, Neil Heseltine, Peter Jackson, Simon Myers Karin Sedgwick, Neil Swain and Derek Twine (Chair)

COPIES OF ALL DOCUMENTS CONSIDERED ARE IN THE MINUTE BOOK

40/23 APOLOGIES FOR ABSENCE

Apologies were received from Julie Hutton, David Noland, Stuart Parsons and Jenny Purcell.

41/23 MINUTES

RESOLVED – That the minutes of the meeting held on 26 September 2023, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

42/23 PUBLIC QUESTIONS / STATEMENTS

No public questions or statements had been received.

43/23 DECLARATIONS OF LOBBYING

There were no declarations of lobbying.

44/23 FLEXITIME SCHEME POLICY REVIEW

The Committee CONSIDERED the report of the Head of Human Resources.

In RESPONSE to Members' questions:

The Head of Human Resources confirmed that there were no issues in implementing the Flexitime Scheme and that in the main, the change to core hours was not being used but offered staff flexibility.

RESOLVED – To approve the updated Flexitime Scheme Policy.

45/23 VEHICLE USE ON AUTHORITY BUSINESS POLICY

The Committee CONSIDERED the report of the Head of Human Resources.

In RESPONSE to Members' questions:

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The Head of Human Resources confirmed that this new policy formalised the previous guidance. Employees were not all contractually obligated to use their vehicle for business use but those who are complete a self-declaration form to certify that they hold a valid driving licence, insurance and MOT.

The Head of Human Resources will check and confirm that the advice from the Authority's insurance company received in 2012 still stands regarding the officer self-declaration form being sufficient for officers using their own vehicle for work purposes (i.e. that officers do not need to supply copies of their driving licence and insurance policy/certificate).

RESOLVED – To approve the Vehicle Use on Authority Business Policy.

46/23 HOMEWORKING POLICY REVIEW

The Committee CONSIDERED the report of the Head of Human Resources.

In RESPONSE to Members' questions:

The Head of Human Resources confirmed that approximately 100 staff have a blended working arrangement and that some staff do not have this arrangement due to the requirements of the role e.g. Rangers and Information advisors. The Deputy Chief Executive confirmed that a blended working arrangement has to be agreed with line managers and is not a contractual change to an employment contract.

RESOLVED - To approve the Home Working Policy.

47/23 INCOME GENERATION: PROGRESS REPORT

The Committee CONSIDERED the report of the Deputy Chief Executive.

The Committee NOTED the report, in particular,

(i) The extension of the Farming in Protected Landscapes (FiPL) programme with £2.2 million available in grants to farmers and Landowners.
(ii) The Coast to Coast funding agreement with Natural England of approximately £600,00 over the period up to October 2025.

In RESPONSE to Members' questions:

The Deputy Chief Executive explained that any projects that had been unsuccessful in recent bids would be reviewed and alternative sources of funding explored.

The availability of North Yorkshire Council's 'Shared Prosperity Fund' was noted and the Deputy Chief Executive confirmed that this was on the list as a potential funding source for Regenerative Farming.

The Head of Park Services provided more detail on the projects in development in particular the Cautley Valley Access project. She also explained the recent changes to the

National Lottery Heritage Funding strategy and outcomes. A new expression of interest will to be submitted as part of the National Parks funding stream.

The Chief Executive provided an update on the discussions with 'Active Travel England' and the potential for £1million worth of funding for National Parks subject to Government approval.

48/23 FINANCIAL PROGRESS REPORT:6 MONTHS TO 30 SEPTEMBER 2023

The Committee CONSIDERED and NOTED the report of the Finance Officer and Head of Finance.

49/23 TREASURY MANAGEMENT PERFORMANCE MID YEAR REVIEW

The Committee CONSIDERED and NOTED the report of the Treasurer.

50/23 ANNUAL REPORT ON EQUALITY, DIVERSITY AND INCLUSION

The Committee CONSIDERED the report of the Head of Human Resources.

Following a presentation of examples of work achieved in this area and a discussion regarding how best to attract a more diverse range of applicants for roles at the Authority, the Head of Human Resources agreed to contact local attractions, including Bolton Abbey, to see if they will advertise our vacancies.

The Committee NOTED the report of the Head of Human Resources.

51/23 STAFFING

The Committee CONSIDERED and NOTED the report of the Head of Human Resources.

52/23 SICKNESS ABSENCE

The Committee CONSIDERED the report of the Senior Administrative Officer, commending them on the exceptionally low figures.

Following clarification from the Head of Human Resources regarding the approach to managing long term sickness, the Senior Administrative Officer was asked, for comparative purposes, to add further detail to the sickness level table in the Appendix to show the lost time rate for each reporting period.

The Committee NOTED the report of the Senior Administrative Officer,

There being no other business, the meeting closed at 11:49 a.m.

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