



✧ **Please note start time of meeting** ✧

AGENDA

MEETING: FINANCE AND RESOURCES COMMITTEE

[Membership: Nick Cotton, Richard Foster, Julie Hutton, Allen Kirkbride, Carl Lis, Jocelyn Manners-Armstrong, Ian McPherson, Ian Mitchell, Margaret Pattison, Gillian Quinn, Karin Sedgwick and Neil Swain]

VENUE: The National Park Authority Office, Yoredale, Bainbridge

DATE/TIME: Tuesday, 30 July 2019 at 10.30am

✧ Please see the attached “NOTES FOR MEMBERS OF THE PUBLIC AND AUTHORITY MEMBERS” ✧

BUSINESS

Part One – “Procedural” items

Indicative Page
Duration No

- | | | | |
|----|--|--|----------|
| 1. | Membership of the Committee | | 1 |
| 2. | Election of Chairman | | |
| 3. | Election of Deputy Chairman | | |
| 4. | Minutes of the meeting held on 28 May 2019 | | 3 |
| 5. | Public Questions/Statements | | |
| 6. | Apologies for absence | | |
| 7. | Declarations of lobbying | | |

Part Two – Items/Reports which require a decision from Members

- | | | | |
|-----|---|------------------|------------|
| 8. | External Auditors’ report on 2019 audit | <i>(10 mins)</i> | 7 |
| 9. | Statement of Final Accounts 2018/19 | <i>(15 mins)</i> | 43 |
| 10. | Application to the Authority’s Sustainable Development Fund | <i>(10 mins)</i> | 117 |
| 11. | Review of Financial regulations | <i>(20 mins)</i> | 133 |

Part Three – Items/Reports which are for Members to note

12 Human Resources report (5 mins) 165



13. Urgent business where the Chairman has agreed that there are special circumstances

David Butterworth
Chief Executive
National Park Authority Office,
Yoredale, Bainbridge
17 July 2019

Note - Tea/coffee will be available before/during the meeting.

Finance and Resources Committee – Terms of Reference

To act on behalf of the Authority in relation to the proper administration of the Authority's financial affairs, except as provided in (b) below (where the final decision on the annual budget is made by the Authority), and including:-

- a) cash balances, capital or reserve funds, borrowing arrangements and the investment of any surplus funds;
- b) management and monitoring of financial forecasts and budgets, and making recommendations to the Authority regarding the annual allocation of resources;
- c) overseeing the application of the Local Government Superannuation Acts and associated regulations;
- d) ensuring that the Authority makes adequate insurance arrangements;
- e) advising the Authority in relation to its Members' Allowances Scheme and dealing with related matters.

To determine the Authority's personnel policies and monitor their implementation, including administration, recruitment, training, discipline (including dismissal), determination of wage and salary scales, health and safety, regrading, grievances, conditions of service and welfare of all staff and the legislation relating to industrial relations and pensions, except that the Authority shall be responsible for all matters concerning the appointment of the Chief Executive (National Park Officer).

To act on behalf of the Authority in relation to any matters, powers or duties concerned with the securing, management and disposal of the resources, including land, property and other assets, necessary to fulfil the Authority's statutory purposes, agreed policies and strategic direction, including monitoring the efficient and effective use of these resources.