

Committee: FINANCE AND RESOURCES
Date: 25 MAY 2021

Report: STAFFING

Purpose of the report

1. To update Members on the staffing establishment as at 31 March 2021 and to advise on recent staffing changes.

Recommendation

2. That the report be noted.

Strategic Planning Framework

3. The information and recommendation contained in this report are consistent with the Authority's statutory purposes and its approved strategic planning framework, and specifically Corporate Action Plan Objective 34, to "Plan and manage all aspects of the Authority's business so as to make the most effective use of our resources".

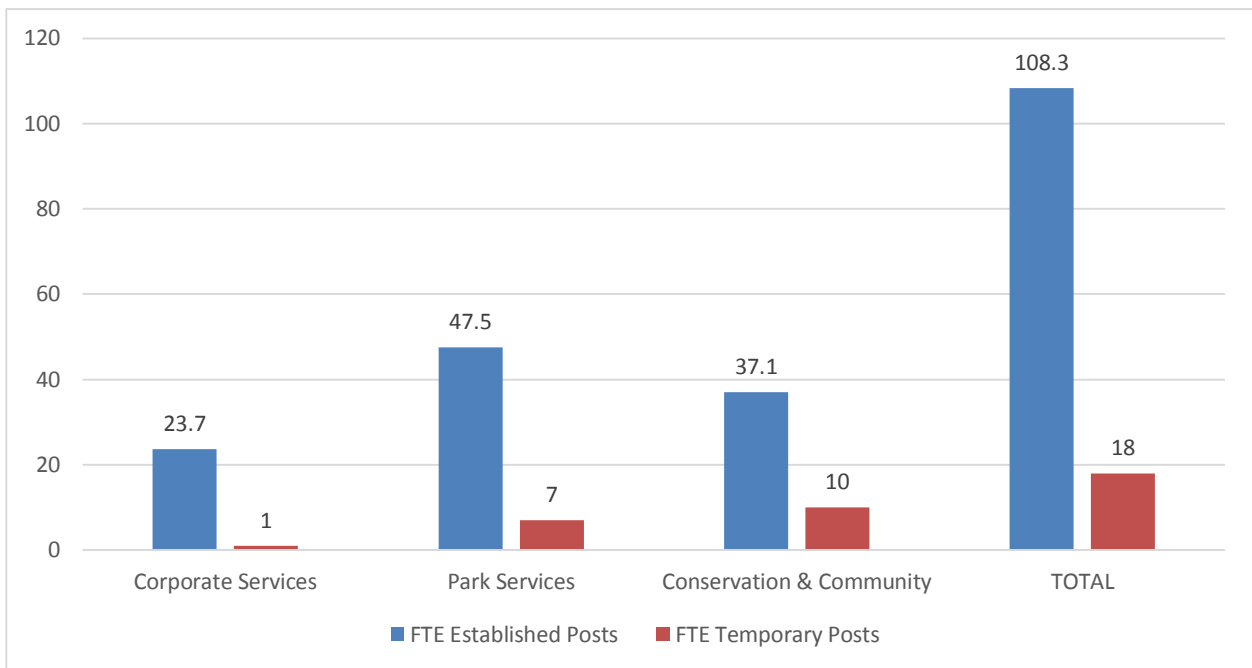
Background

4. Establishment as at 31 March 2021:

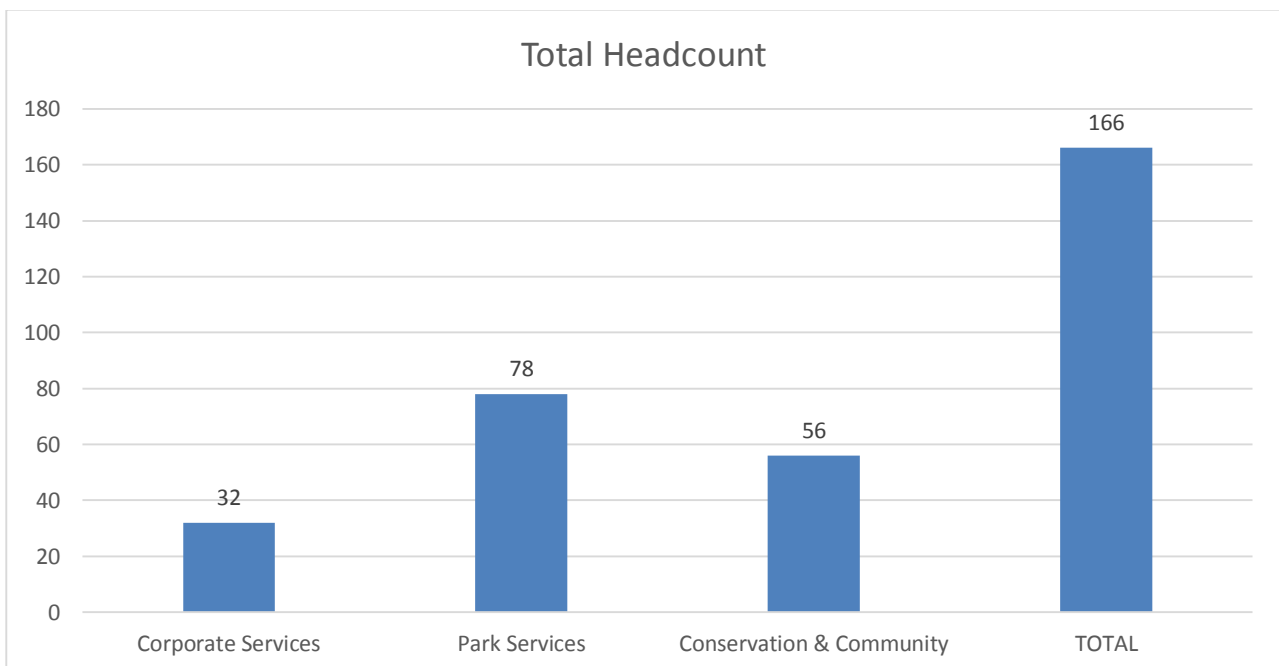
Directorate	<u>A</u> Established Posts FTE	<u>B</u> Temporary Posts FTE	<u>C</u> Vacancies FTE	<u>D</u> Total Headcount (includes job shares & part-time working)
Corporate Services	23.7	1.0	1.0	32
Park Services	47.5	7.0	1.8	78
Conservation & Community	37.1	10.0	2.0	56
TOTAL	108.3	18.0	4.8	166

[Officers on maternity leave have not been counted within Column D. If their post has been covered, the temporary officer is counted in Columns B and D]

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



The temporary roles within the Authority include 4 Apprentices, an Apprentice Supervisor and a number of fixed term roles that are either externally funded or are temporary due to budget restrictions and an internal secondment.



Leavers

5. Seven Officers left the Authority between 1 January and 31 March 2021

Name	Leaving Date	Position	Additional Info
Abbi Woof	27 February	Countryside Worker Apprentice	End of apprenticeship
Sarah Clarke	27 February	Countryside Worker Apprentice	End of apprenticeship
Rebekah Allison	27 February	Countryside Worker Apprentice	End of apprenticeship
Billy Capstick	27 February	Countryside Worker Apprentice	End of apprenticeship
Paul Martinson	12 March	Senior Planning Officer	Resignation
Paul Brady	28 March	Young Rangers Officer	End of fixed term contract
George Jacobs	31 March	Dales Apprentice	End of apprenticeship

Vacancies, New Employees and Contract Changes

6. The following vacancies have been advertised during the period 1 January and 31 March 2021:

DIRECTORATE	JOB TITLE	CLOSING DATE
Park Services	PA to the Director of Park Services	10/02/21
Conservation and Community	Senior Planning Officer	14/02/21
Park Services	Youth Volunteering Officer	15/02/21
Park Services	Tees Swale Community Engagement Officer	23/02/21
Park Services	Access Support Officer	19/03/21
Conservation and Community	Planning Officer	21/03/21
Corporate Services	HR Officer	28/03/21

7. 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 2021.

DIRECTORATE	VACANCY	ADDITIONAL INFO
Corporate Services	Creative Content Assistant Apprentice	Sam Cage started on 18 January 2021

Vikki Thomas
Head of HR

6 May 2021