

Committee: FINANCE AND RESOURCES
Date: 7 DECEMBER 2021

Report: STAFFING

Purpose of the report

1. To update Members on the staffing establishment as at 30 September 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".

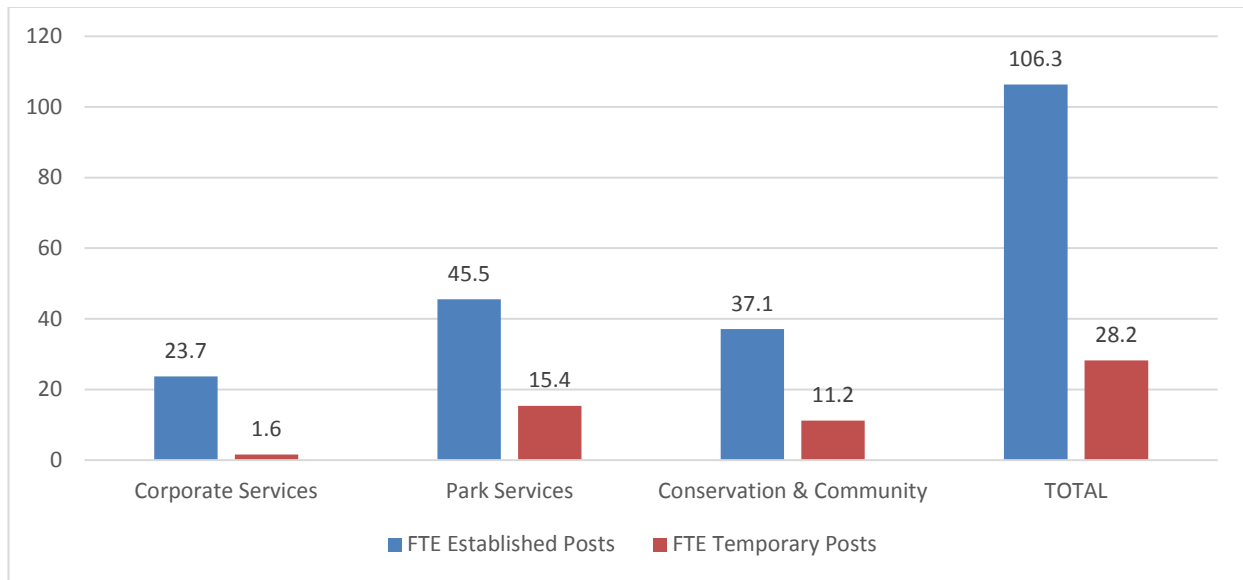
Background

4. Establishment as at 30 September 2021:

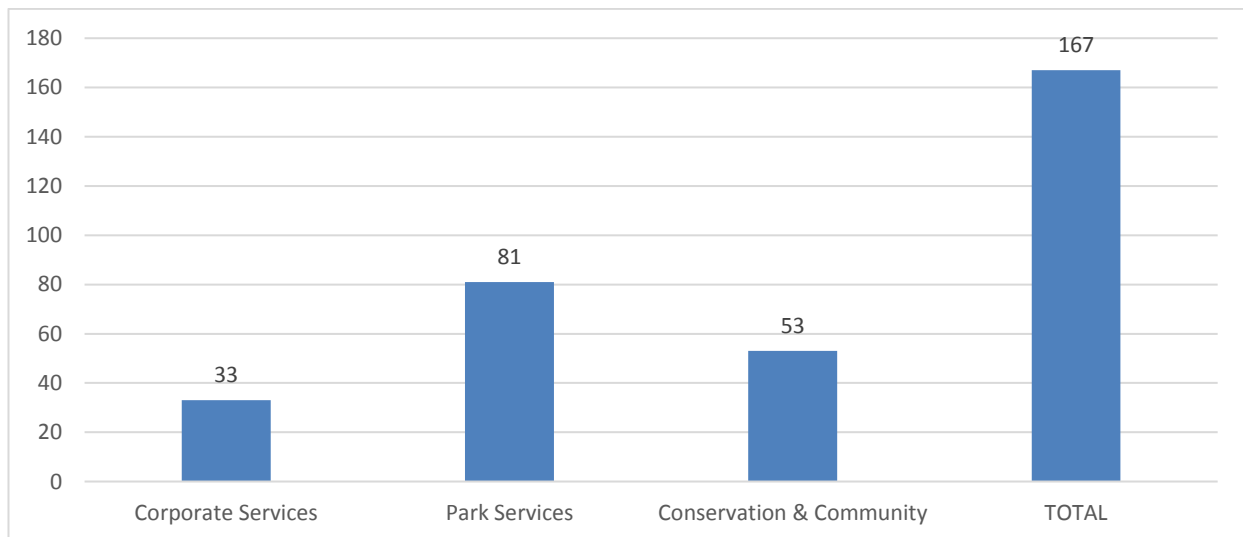
Directorate	A Established Posts FTE	B Temporary Posts FTE	C Vacancies FTE	D Total Headcount (includes job shares & part-time working)
Corporate Services	23.7	1.6	0.4	33
Park Services	45.5	15.4	2.0	81
Conservation & Community	37.1	11.2	6.0	53
TOTAL	106.3	28.2	8.4	167

[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 9 Apprentices, an Apprentice Supervisor, 2 temporary/seasonal Access Rangers, a maternity cover, a number of fixed term roles that are either externally funded or are temporary due to budget restrictions and a secondment.



Leavers

5. Ten Officers left the Authority between 1 July and 30 September 2021

Name	Leaving Date	Position	Additional Info
Maxine Fletcher	12 July 2021	Youth Engagement Officer	Resignation
True Curran	16 July 2021	Youth Engagement Officer	Resignation

Claire Calvert	28 July 2021	Planning Assistant (South)	End of fixed term contract
Linda Smith	30 July 2021	Countryside Archaeological Adviser	Resignation
Geoff Garrett	6 August 2021	Senior Trees and Woodlands Officer	Resignation
Aiden Ball-Albessard	13 August 2021	Building Conservation Officer	Resignation
Ben Haines	19 August 2021	Access Support Officer	Resignation
Paul Wilkinson	23 August 2021	Area Ranger	Resignation
Val Dinsdale	31 August 2021	HR Admin Officer	Resignation
Cat Kilner	15 September	Learning and Engagement Officer	Resignation

Vacancies, New Employees and Contract Changes

6. The following vacancies have been advertised during the period 1 July and 30 September 2021:

DIRECTORATE	JOB TITLE	CLOSING DATE
Conservation and Community	Conservation Support Officer (Wildlife)	12/7/21
Conservation and Community	Senior Trees and Woodlands Officer	20/7/21
Park Services	2 x Seasonal Access Rangers (Visitor Engagement)	22/7/21
Conservation and Community	Planning Enforcement Officer	26/7/21
Park Services	Youth Engagement Officer	6/8/21
Conservation and Community	Land Management Adviser	16/8/21 & 12/9/21
Park Services	Area Ranger (Cumbria)	27/8/21
Conservation and Community	Trees and Woodlands Officer	31/8/21
Park Services	Engagement and Wellbeing Officer	6/9/21
Conservation and Community	Westmorland Dales Cultural Heritage Trainee	13/9/21
Conservation and Community	Woodland Project Officer	20/9/21
Conservation and Community	Woodland Creation Admin Officer	21/9/21

7. The following table lists new employees who joined the Authority, and current employees who have been promoted or changed post, between 1 July and 30 September 2021.

DIRECTORATE	VACANCY	ADDITIONAL INFO
Park Services	Youth Engagement Officer	Maxine Fletcher started on 5 July 2021
Park Services	Youth Engagement Officer	True Curran started on 5 July 2021
Corporate Services	HR Officer	Nicola Prince started on 19 July 2021
Conservation and Community	Farming in Protected Landscapes Officer	Tarja Wilson transferred from Land Management Adviser to Farming in Protected Landscapes Officer on a secondment arrangement on 26 July 2021
Park Services	Seasonal Access Ranger	Rachael Middleton started on 29 July 2021
Park Services	Seasonal Access Ranger	Andrew Gregory started on 29 July 2021
Park Services	Tees Swale Community Engagement Officer	Mark Holmes started on 2 August 2021
Conservation and Community	Farming in Protected Landscapes Officer	Pippa Merricks started on 11 August 2021
Park Services	Countryside Worker Apprentice	Sam Barden started on 23 August 2021
Park Services	Countryside Worker Apprentice	Liberty Firby-Fisk started on 23 August 2021
Park Services	Countryside Worker Apprentice	James Taylor started on 23 August 2021
Park Services	Countryside Worker Apprentice	James Renwick-Smith started on 23 August 2021
Conservation and Community	Conservation Support Officer (Wildlife)	Robyn Guppy started on 1 September 2021
Corporate Services	IT Officer (North)	Felix Jobling started on 1 September 2021
Park Services	Access Support Officer	Suzannah Barningham started on 6 September 2021
Conservation and Community	Farming in Protected Landscapes Administrator	Lucy Scott started on 8 September 2021
Park Services	Youth Engagement Officer	Simon Ashmore started on 14 September 2021
Conservation and Community	Senior Historic Environment Officer	Sarah Whiteley started on 20 September 2021
Park Services	Dales Apprentice	Benji Grundy started on 23 September 2021

Vikki Thomas
Head of HR

1 November 2021