



AGENDA

MEETING: FINANCE AND RESOURCES COMMITTEE

[Membership: John Amsden, Nick Cotton, Richard Foster, Kevin Frea, Neil Heseltine, Julie Hutton, Carl Lis, Ian McPherson, Stuart Parsons, Gillian Quinn, Karin Sedgwick, Neil Swain and Derek Twine.]

**VENUE: Yorkshire Dales National Park Authority Offices, Yoredale,
Bainbridge, Leyburn DL8 3EL**

DATE/TIME: Tuesday 8 February 2022 at 10:30am

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

BUSINESS

Part One – “Procedural” items

	<u>Indicative Duration</u>	<u>Page No</u>
1. Apologies for absence		
2. Minutes of the meeting held on 7 December 2021		1
3. Public Questions/Statements		
4. Declarations of lobbying		

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

5. Draft Budget 2022/23	30 mins	5
6. Procurement Strategy	10 mins	45

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

7. Financial Progress Report	20 mins	53
8. Income Generation Strategy – Progress Report	10 mins	67

9. Equality, Diversity, Inclusion Update	5 mins	71
10. Staffing	5 mins	77
11. Investors in People accreditation	5 mins	81
12. Sickness Absence	5 mins	85

David Butterworth
Chief Executive
National Park Authority Office
Yoredale, Bainbridge
26 January 2022

Finance and Resources Committee Terms of Reference

1. 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) advising the Authority in relation to its Members' Allowances Scheme and dealing with related matters.

2. 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.

3. 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.