



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 24 May 2022 at 10:30am

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

BUSINESS

Part One – “Procedural” items

Indicative **Page No**
Duration

- | | | |
|---|--|---|
| 1. Apologies for absence | | |
| 2. Minutes of the meeting held on 8 February 2022 | | 1 |
| 3. Public Questions/Statements | | |
| 4. Declarations of lobbying | | |

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

- | | | |
|---|---------|----|
| 5. Draft Financial Outturn Report 2021/22 | 30 mins | 5 |
| 6. Action Plan 2021/22 | 20 mins | 25 |

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

- | | | |
|---|---------|----|
| 7. Income Generation Strategy – Progress Report | 10 mins | 41 |
| 8. Annual Human Resources Report | 5 mins | 45 |
| 9. Annual Volunteer Resources Report | 5 mins | 51 |

10. Staffing	5 mins	55
11. Annual Health, Safety and Wellbeing Report	5 mins	59
12. Sickness Absence	5 mins	65

David Butterworth
Chief Executive
National Park Authority Office
Yoredale, Bainbridge
11 May 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.