



AGENDA

MEETING: FINANCE AND RESOURCES COMMITTEE

[Membership: Libby Bateman, Phil Dew, Richard Foster, Robert Heseltine, Neil Heseltine, Julie Hutton, Simon Myers, David Noland, Stuart Parsons, Jenny Purcell, Karin Sedgwick, Neil Swain and Derek Twine.]

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

DATE/TIME: Tuesday 30 May 2023 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 February 2023		1
3. Public Questions/Statements		
4. Declarations of lobbying		

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

5. Draft Financial Outturn Report 2022/23	30 mins	4
6. Action Plan 2023/24	20 mins	49
7. Three Counties Partnership	20 mins	64
8. Sustainable Development Fund Application (Smardale Gill Viaduct)	20 mins	72
9. Market Rates Supplement Policy	5 mins	77

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

10. Treasury Management Performance Quarterly Report	10 mins	82
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11. Income Generation Progress Report	<i>5 mins</i>	85
12. Annual Human Resources Report	<i>5 mins</i>	89
13. Annual Volunteer Resources Report	<i>5 mins</i>	94
14. Annual Health, Safety and Wellbeing Report	<i>5 mins</i>	98
15. Staffing	<i>5 mins</i>	104
16. Sickness Absence	<i>5 mins</i>	108



17. Urgent business – where the Chair has agreed that there are special circumstances

David Butterworth
Chief Executive
National Park Authority Office
Yoredale, Bainbridge
17 May 2023

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, approving the Statement of Financial Accounts (which shall then be signed by the Committee's Chair), and making recommendations to the Authority regarding the annual allocation of resources;
 - c) monitoring Treasury Management performance (and any variances);
 - d) reviewing and approving revisions of the Financial Regulations;
 - e) overseeing the application of the Local Government Superannuation Acts and associated regulations;
 - f) advising the Authority in relation to its Members' Allowances Scheme and dealing with related matters; and
 - g) determining applications for Sustainable Development Fund grants in excess of £10,000.

- 2 To determine the Authority's Human Resources 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.