



REPORT TO: GRAMPPIAN VALUATION JOINT BOARD ON 17 JUNE 2022

SUBJECT: SCHEDULE OF MEETINGS TO JUNE 2027

BY: CLERK TO THE BOARD

1. REASON FOR REPORT

1.1 To invite the Board to consider and agree how future meetings will be held and the schedule of meetings for the period to June 2027.

2. RECOMMENDATIONS

2.1 It is recommended that the Board:

- i) agree how future meetings of the Grampian Valuation Joint Board will be held as per the options detailed in section 4;**
- ii) agree, based on the decision at 2.1 (i) whether to change the start time of future meetings as stated in para 4.5; and**
- iii) approve the schedule of meetings for the period to June 2027, as set out in Appendix 1.**

3. BACKGROUND

3.1 At the meeting of the Board on 5 November 2021 (para 14 of the minute refers) the Board agreed to continue holding the Board meetings virtually until the first meeting of the new Board, using Moray Council's Connect Remote system, they further agreed that the meetings of the Board should be webcast.

3.2 At the meeting, the Board also agreed to defer the decision on how the meetings will be held in the future until the constitution of the new Board and to let the new Board agree how they wished the meetings to take place.

4. FUTURE OPTIONS

4.1 The options proposed are:

- to continue the meetings online;
- to return to face to face meetings when restrictions allow;
- to have hybrid meetings.

Online Meetings

- 4.2 Holding on-line meetings saves members and officers time, in not having to travel to either Elgin or Aberdeen and in turn savings on travel and subsistence for each of the constituent Authorities.

Face to Face Meetings

- 4.3 Prior to the Covid-19 pandemic, meetings of the Board were held face to face, twice a year in Elgin and twice a year in Aberdeen, this involved members and officers travelling to either location. If the Board decided to return to face to face meetings, the meetings could only be webcast when held in Elgin.

Hybrid Meetings

- 4.4 Members may wish to consider hybrid meetings where there is a mixture of in person and on-line attendance. If this is the preferred option, to allow for the continuation of webcasting the meetings, the face to face location of the meetings would require to be Moray Council offices in Elgin to allow the use of their hybrid meeting and webcasting facilities.

Meeting Start Times

- 4.5 Should the Board wish to continue with on-line or hybrid meetings, they may wish to consider whether to start the meetings earlier at 9.30am. The 10.30am start was to allow for Members and Officers to travel to the meeting venue.

5. PROPOSED SCHEDULE OF MEETINGS

- 5.1 It has been the previous practice of the Board to agree meeting dates to coincide with setting of the budget and the submission of draft and audited accounts. Arrangements for any special meetings will be made in consultation with the Convener, the Depute Convener, the Grampian Assessor and Electoral Registration Officer (ERO) and appropriate Officers and constituent authorities.
- 5.2 The proposed schedule of meetings is contained in **Appendix 1** to this report.

6. CONSULTATIONS

- 6.1 The Grampian Assessor and ERO, the Treasurer to the Board and Committee Services staff at Aberdeenshire Council and Aberdeen City Council have been consulted and any comments received have been incorporated into the report.

7. CONCLUSION

- 7.1 **The Board is asked to consider the proposed schedule of dates for Grampian Valuation Joint Board meetings until June 2027 and how it wishes to meet in the future.**

Author of Report: Tracey Sutherland, Committee Services Officer
Background Papers:
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