

# MORAY COUNCIL

## Minute of Meeting of the Grampian Valuation Joint Board

Friday, 4 February 2022

remote locations via video conference,

### **PRESENT**

Councillor Frank Brown, Councillor Charles Buchan, Councillor Marion Buchan, Councillor Neil Copland, Councillor Bill Cormie, Councillor Gordon Graham, Councillor Graham Leadbitter, Councillor Neil MacGregor, Councillor Avril Mackenzie, Councillor Derek Ross, Councillor Stephen Smith, Councillor Judy Whyte

### **SUBSTITUTES**

Councillor Howatson attended as substitute for Councillor Kille and Councillor Davidson attended as substitute for Councillor McKail.

### **APOLOGIES**

Councillor Andy Kille, Councillor Ron McKail, Councillor John Reynolds

### **IN ATTENDANCE**

Also in attendance at the above meeting were Lorraine Paisey, Treasurer to the Board, Dafydd Lewis, Internal Audit Manager both Moray Council, Mark Adam, Assessor and ERO, Jim Barron, Depute Assessor and ERO, Linda Smith, Principal Admin Officer and Tracey Sutherland, Committee Services Officer.

#### **1. Chair**

The meeting was chaired by Councillor Graham Leadbitter.

#### **2. Declaration of Member's Interests**

In terms of Standing Order 25 and the Councillor's Code of Conduct, the Board noted that there were no declarations from Members who were present at the meeting where any item of business in which they have any financial or other interest is to be dealt with.

#### **3. Minute of Meeting of 5 November 2021**

The minute of the meeting of 5 November 2021 was submitted and approved by the Board.

#### **4. Revenue Budget Monitoring Statement 1 April to 31 Dec 2021 and Estimated Outturn**

A report by the Treasurer to the Board asked the Board to consider the Revenue Budget Monitoring Statement for the period 1 April to 31 December 2021.

Following consideration the Board agreed to note:

- i) the revenue monitoring statement for period 1 April 2021 to 31 December 2021; and
- ii) the estimated outturn forecast for the financial year 2021/22.

## **5. Financial Planning for 2022-23 and Future Years**

A report by the Treasurer to the Board asked the Board to consider the three year Revenue Budget from 2022/23 and to agree the requisitions for 2022/23 from the three constituent authorities.

Following consideration the Board agreed to approve:

- i) 3 year revenue budget from 2022/23;
- ii) requisitions to the constituent authorities for 2022/23 to be set at £4,749,000 as detailed in the table at paragraph 6.3; and
- iii) the planned use of £147,000 from the NDR reform reserve to cover spend in 2022/23.

The Board also agreed to note the clarification of the reserves policy as detailed in paragraphs 5.18 - 5.24.

Mrs Paisey left the meeting following the conclusion of this item.

## **6. Internal Audit Plan 2022-23**

A report by the Treasurer to the Board advised the Board of the planned internal audit coverage of the Assessor's Service for the financial year ended 31 March 2021.

Following consideration the Board agreed to note the report.

## **7. Valuation Roll and Council Tax Valuation List**

A report by the Assessor and ERO provided the Board with an operational update on the valuation services provided by the Assessor.

Following consideration the Board agreed to note the report.

## **8. Electoral Registration**

A report by the Assessor and ERO updated the Board on developments in Electoral Registration.

Councillor Copland requested a breakdown of the number of postal votes per Local Authority area. Ms Smith confirmed that she would circulate the information following the meeting.

Following consideration the Board agreed to note the contents of the report.

## **9. Governance**

A report by the Assessor and ERO updated the Board on the review of HR policies and governance documents.

The Assessor and ERO advised the Board that since the report had been written a revised timetable has now been received from Moray Council's HR department.

Following consideration the Board agreed to note the contents of the report.

## **10. Public Holiday - Her Majesty The Queen's Platinum Jubilee**

A report by the Assessor and ERO advised the Board of the position in relation to the additional public holiday for 2022.

Following consideration the Board agreed to note the content of this report and to designate Friday 3 June 2022 as an additional public holiday for employees and close the Board's offices on this date.

## **11. Thanks**

The Chair acknowledged that this was the last meeting of the Board prior to the Local Government Elections in May 2022 and thanked all members of the Board for their work and co-operation over the last 5 years.