

MORAY COUNCIL

Minute of Meeting of the Grampian Valuation Joint Board

Friday, 26 August 2022

remote locations via video conference,

PRESENT

Councillor Desmond Bouse, Councillor Isobel Davidson, Councillor Donald Gatt, Councillor Dell Henrickson, Councillor Seamus Logan, Councillor Dominic Lonchay, Councillor Neil MacGregor, Councillor Avril Mackenzie, Councillor Ciaran Mcrae, Councillor Stephen Smith, Councillor Iain Taylor, Councillor Sonya Warren

SUBSTITUTES

Councillor Ron McKail (for Councillor Shirley Burnett), Councillor Marc Macrae (for Councillor Kathleen Robertson), Councillor Gordon Graham (for Councillor Lynn Thomson)

APOLOGIES

Councillor Shirley Burnett, Councillor Kathleen Robertson, Councillor Lynn Thomson

IN ATTENDANCE

Also in attendance at the meeting were Alasdair McEachan, Head of Governance, Strategy and Performance (Moray Council), Lorraine Paisey, Treasurer to the Board, Mark Adam, Assessor and ERO, Dafydd Lewis, Internal Audit Manager (Moray Council), Jim Barron and Gavin Oag, Depute Assessor and ERO, Linda Smith, Principal Admin Officer, Maggie Bruce (Audit Scotland) and Tracey Sutherland, Committee Services Officer.

1. Welcome

Mr Alasdair McEachan, Head of Governance, Strategy and Performance with Moray Council welcomed everyone to the first meeting of the Grampian Valuation Joint Board following the Local Government Election on 5 May 2022. He further advised that he would chair the meeting until the role of Convener had been determine and would then hand the meeting over to the new Convener of the Board.

2. Membership of the Board

The Head of Governance, Strategy and Performance, as Depute Clerk to the Board intimated that the following had been appointed as Members of Grampian Valuation Joint Board for the ensuing five years until May 2027.

Board Members	Substitutes
Moray Council - 3 Members	
Councillor Donald Gatt	Councillor Tracy Colyer
Councillor Kathleen Robertson	Councillor Marc Macrae

Councillor Sonya Warren	Councillor Theresa Coull
Aberdeen City - 6 Members	
Councillor Desmond Bouse	To be confirmed
Councillor Dell Henrickson	To be confirmed
Councillor Neil MacGregor	To be confirmed
Councillor Ciaran McRae	To be confirmed
Councillor Avril McKenzie	To be confirmed
Councillor Lynn Thomson	Councillor Gordon Graham
Aberdeenshire - 6 Members	
Councillor Shirley Burnett	Councillor Jeff Goohall
Councillor Isobel Davidson	Councillor ron McKail
Councillor Seamus Logan	Councillor Iris Walker
Councillor Dominic Lonchay	Councillor Judy Whyte
Councillor Stephen Smith	To be confirmed
Councillor Iain Taylor	To be confirmed

3. Appointment of Convener

The Head of Governance, Strategy and Performance, Moray Council, sought nominations for the appointment of Convener of Grampian Valuation Joint Board.

Councillor Smith moved that Councillor Ciaran McRae, Aberdeen City Council be appointed as Convener, this was seconded by Councillor MacGregor.

Councillor Macrae seconded by Councillor Taylor proposed Councillor Donald Gatt be appointed as Convener.

As Councillor Graham had dialled into the meeting on his phone, the Clerk agreed to record his vote verbally and manually add to the electronic vote, prior to the result being called.

Due to a technical problem with the first electronic vote, it was agreed to cancel the vote and re-run for a second time.

On the division there voted:

For the Motion (6) Councillors Stephen, MacGregor, Henrickson, Logan, C McRae and Warren

For the Amendment (9) Councillors M Macrae, Taylor, Bouse, Davidson, Gatt, Graham, Lonchay, MacKenzie and McKail

Abstentions (0)

Accordingly the Amendment became the finding of the meeting and Councillor Donald Gatt was appointed Convener of the Grampian Valuation Joint Board.

Councillor McKail sought agreement to move an amendment in which Councillor Gatt be appointed Convener for a period of 6 months in order for the administrative and treasury support to the Board to be reviewed and moved and such a review take place in order to allow the Board to consider its standing orders and

conventions around the Convenership and its link to administrative and treasury support to the Board.

In response, the Head of Governance, Strategy and Performance confirmed that a valid vote had just taken place and Councillor Gatt had been appointed. In terms of the additional information provided in the proposed amendment was not on the agenda for the meeting, however it could be brought to a future meeting of the Board for consideration and given that the appointment of Convener had been determined, any change to that would need to be considered in the future.

Councillor McKail sought further clarification on whether his amendment would be accepted.

The Head of Governance, Strategy and Performance confirmed that a competent vote had been taken and an appointment made and therefore the amendment would not be competent at this stage and it was also introducing an item of business that was not on the agenda for consideration. He further added, that his advice as a Legal Officer would be that the members of the Board did not have sufficient information before them to make a decision today. The best course of action would be to bring the issue to a future meeting as a report or notice of motion.

The Head of Governance, Strategy and Performance then invited Councillor Gatt to take the Chair.

4. Appointment of Depute Convener

Councillor Gatt, the new Convener of Grampian Valuation Joint Board, thanked the Head of Governance, Strategy and Performance for chairing the first part of the meeting.

The Convener sought nominations for the role of Depute Convener to the Board. Nominations for the role were to be from either Aberdeen City or Aberdeenshire Council.

Councillor Bouse moved that Councillor Davidson be appointed as Depute Convener, this was seconded by Councillor M Macrae.

Councillor C MacRae seconded by Councillor Logan proposed Councillor Smith for the role.

On the division there voted:

For the Motion: (9)	Councillors Bouse, M Macrae, Davidson, Gatt, Graham, Lonchay, Mackenzie, McKail and Taylor
For the Amendment (6)	Councillors C MacRae, Logan, Henrickson, MacGregor, Smith and Warren.
Abstentions (0)	

Accordingly the motion became the finding of the meeting and Councillor Davidson was appointed Depute Convener of Grampian Valuation Joint Board.

5. Minute of Meeting of 4 February 2022

The minute of the meeting of 4 February 2022 was submitted by Councillor Smith, seconded by Councillor Graham, as returning members of the Board as a true and accurate record of the meeting.

This was approved by the Board.

6. 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.

7. Appointments to the General Purposes Sub-Committee

A report by the Clerk to the Board invited the Board to appoint members to the General Purposes Sub-Committee for the period of August 2022 to May 2027.

Following lengthy discussion, the Board declined to make appointments to the General Purposes Sub-Committee.

8. Schedule of Meetings to 2027

A report by the Clerk to the Board invited the Board to consider and agree how future meetings will be held and the schedule of meetings for the period to June 2027.

Following consideration the Board agreed:

- i) future meetings of the Grampian Valuation Joint Board will be held as hybrid meetings with the physical location for the meetings for those wishing to attend in person, being Council Chamber, High Street, Elgin;
- ii) the meetings will now start at 9.30am; and
- iii) the schedule of meetings for the period to June 2027, as set out in Appendix 1.

9. Unaudited Annual Accounts 2021-22

A report by the Treasurer to the Board asked the Board to consider the unaudited Annual Accounts for Grampian Valuation Joint Board for the year ended 31 March 2022.

Following consideration the Board agreed to note the unaudited Annual Accounts for the Grampian Valuation Joint Board for the year ending 31 March 2022.

10. Revenue Budget Monitoring Statement 1 April to 31 July 2022

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 July 2022.

Following consideration the Board agreed to note the Revenue Budget Monitoring Statement to 31 July 2022.

11. Audit Scotland - Annual Audit Plan for GVJB 2021-22

A report by the External Auditor asked the Board to note the contents of the Grampian Valuation Joint Board Annual Audit Plan 2021-22.

Following consideration the Board agreed to note the contents of the Grampian Valuation Joint Board Annual Audit Plan 2021-22 by Audit Scotland.

12. Internal Audit Annual Report

A report by the Treasurer to the Board advised the Board of the internal audit work completed on the Assessors Service for the financial year ended 31 March 2022 and provided an opinion on adequacy of the control systems reviewed.

Following consideration the Board noted the satisfactory audit opinion derived from the audit work completed.

13. Valuation Roll and Council Tax

A report by the Depute Assessor and ERO (Aberdeen and Moray) provided an operational update on the valuation services provided by the Assessor including the performance levels achieved during 2021/22.

Following consideration the Board agreed to note the report.

14. Electoral Registration

A report by the Principal Admin Officer updated the Board on current developments in electoral registration.

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

15. Risk Management

A report by the Assessor and ERO informed the Board on risk management.

Following consideration the Board agreed to note the risk register and the plans for future reviews.

16. Governance

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

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

17. Complaints Handling Performance

A report by the Depute Assessor and ERO (Aberdeenshire) updated the Board on complaints handling performance.

Following consideration the Board agreed to note the complaints handling performance.

18. Question Time

Councillor Henrickson asked whether it would be possible for training to be arranged for new Members of the Board.

In response, the Assessor and ERO confirmed that training could be arranged.