



REPORT TO: Grampian Valuation Joint Board on 7 February 2020

SUBJECT: Governance

BY: The Assessor & ERO

1. Reason for Report

1.1 To update on policy reviews with particular reference to the Scheme of Delegation, Grievance policy and Standing Orders.

2. Recommendation

2.1 **The Board consider and approve the revised policy review schedule and review outcomes for the Scheme of Delegation, Grievance policy and Standing Orders.**

3. Background

3.1 The Board's policies are subject to scheduled reviews to ensure that they remain up-to-date in terms of legislative requirements, good practice and operational relevance.

4. Review outcomes

4.1 The review schedule provided on 1 February 2019 has been revised to reflect current resource availability. The revised schedule is provided in **Appendix 1**.

4.2 The Grievance Policy has been amended to reflect the current position with advice provided by Moray Council HR. The amended policy is provided at **Appendix 2**.

4.3 The Scheme of Delegation and Standing Orders were reviewed by the Clerk to the Board. Whilst amendments have been proposed for the Scheme of Delegation (**Appendix 3**), no amendments are proposed for the Standing Orders (**Appendix 4**). It is proposed that the same 3 year review period is adopted for the Standing Orders and Scheme of Delegation as has been approved for the Financial Regulations.

5. Conclusion

- 5.1 The Board's policy review schedule seeks to ensure that the policies remain up to date and relevant based on the Board's priorities. This programme has been revised to reflect current resource availability.
- 5.2 The outcome of the reviews of the Grievance Policy, Scheme of Delegation and Standing Orders reflect the current position.

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