

**Meeting of the Board of Directors
Oak Room, County Hall, Northallerton
2.30 pm – 9 January 2019**

Attendees

Cllr Gareth Dadd (GD)
Gary Fielding (GF)
Cllr Ian Gillies (IG)
Richard Smith (RS)
Max Thomas (MT)

Observers

Cllr Cliff Lunn (NYCC)

- 1 Apologies, preliminaries and introductions
Apologies received from Ian Floyd and Cllr Mary Cannon. As the chair (IF) was unavailable, GF was nominated and approved as chair for the meeting.
- 2 Declarations of interest
MT and RS declared an interest in items 9 and 10 on the agenda regarding future pay and leave proposals.
- 3 Announcements
None
- 4 Minutes of the meeting held on 11 July 2018
Approved
- 5 Update on outstanding actions
No outstanding actions
- 6 2018/19 finance and performance update
MT introduced the report. The following areas were discussed.
 - Finance - overall profitability for the year is expected to be c£130k. The board discussed the reasons for variances.
 - Performance - the majority of targets are on track to be met.
 - Employees - the board discussed training and development and potential opportunities available through the Apprenticeship Levy; and staff sickness.
- 7 PSIAS draft report
Findings from the recent external assessment of internal audit services against the PSIAS were presented. Overall the report was very positive. Some areas for development were highlighted and proposed actions to address

these issues will be developed. The board expressed thanks to the internal audit team for their work.

8 Salary benchmarking

A report was presented showing salary benchmarking information for Veritau compared to other local authority assurance services (including some shared services). Board members queried how salaries compared to private sector organisations, and pension arrangements. Following discussion the board noted the report.

Items 9 and 10 - After introducing both reports and initial clarification of the proposals, MT & RS left the meeting.

9 New grading structure for 2019/20

The report set out a proposed new salary structure for Veritau and VNY to apply from April 2019, including a new pay spine and revisions to current job grades.

The board recognised the need to implement a new grading structure to reflect changes to the pay spine previously agreed. The proposal presented refines the pay spine to meet future needs of the company, and sets out how pay bands will map to the new spine. Overall, it continues to reflect the relationship between current pay bands while ensuring positive changes at some levels, to support improvements in recruitment and retention. The board discussed the relationship between current pay bands and performance related pay (PRP).

Following discussion, the board agreed to implement the proposed new pay spine and adopt the proposed new pay grades for employee bands 1 to 6. The board also asked for a revised PRP scheme for bands 7 and 8 to be considered at the next meeting.

10 Proposed changes to annual leave entitlement

The report presented a proposal to introduce a new level of leave entitlement for employees who had been with the company for between two and five years, to support measures to address recruitment and retention issues. The report also proposed minor changes to other annual leave entitlement.

The board agreed to increase the annual leave entitlement for employees with between three and five years service, from 22 days to 25 days. The other proposed changes were not agreed.

11 Any other urgent business

None

Date of Next Meeting: Wednesday 20 March 2019 at 4.00 pm
Carr Meeting, West Offices, York