



Veritau Limited

**Minutes of the Meeting of the Board of Directors  
By Video Conference  
1.00 pm - 10 February 2022**

**Attendees**

Cllr Gareth Dadd (GD)  
Gary Fielding (GF) - chair  
Debbie Mitchell (DM)  
Richard Smith (RS)  
Max Thomas (MT)

**Observers**

Cllr Cliff Lunn (CL - NYCC)

- 1 Apologies, preliminaries, introductions, and announcements  
Apologies received from Cllr Michael Pavlovic Cllr Andrew Waller
- 2 Declarations of interests  
None
- 3 Minutes of the meeting held on 8 October 2021  
Agreed
- 4 Update on outstanding actions  
MT noted that the accounts and corporation tax return were filed by the relevant deadlines.
- 5 2021/22 finance and performance update report  
This has been a busy period. A number of new contracts have been negotiated with new and existing clients. Whilst we have lost some bids for new work, overall services to external clients continue to grow. Recruitment is ongoing to resource new work and replace leavers; this remains challenging in the current labour market. We are currently consulting with Unison on an updated PRP scheme; this will be brought to a future board meeting once consultation has concluded. Financially, we are on track to report a profit for Veritau Ltd and the group as a whole.  
  
Following discussion, the board noted the report.
- 6 2022/23 draft business plan  
The business plan is similar in format and content to previous years, although a number of changes have been made. The corporate objectives had not been reviewed for some time and were out of date; they have now been updated. The key priorities include recognition of the potential impact of LGR on the business. The risk register has been refreshed; there

are no material changes in risks but the register has been brought up to date. The action plan at annex 3 has been scaled back this year to reflect expected additional work as a result of LGR.

CL noted that LGR will result in a smaller customer base and asked about the impact. MT noted that reorganisation will result in the reduction of member councils to four. One of the group companies (VNY) will be wound up and staff and assets will transfer to Veritau Ltd. In the short to medium term we expect service demand to remain relatively stable; but to reduce in the longer term as the new council rationalises services. It is expected that a number of staff will transfer to Veritau as a result of reorganisation so we will need to carefully balance resourcing levels and costs over the next few years.

DM asked about recruitment, retention and staff satisfaction. MT noted that while satisfaction rates are generally good, recruitment and retention has been challenging for a number of years – more so in the last 12 months. We tend to lose qualified and experienced people who are difficult to replace; Veritau pay is generally lower than market rates at higher grades which makes this particularly challenging. Our strategy continues to be recruitment and development of graduate trainees to maintain sufficient throughput to continue to meet service demand. Although recruitment is currently difficult and we have failed to appoint in some recent exercises.

It was noted that the group business plan has been approved by the VNY board, subject to an amendment to note that VNY will be wound up as part of LGR.

The board approved the business plan, to include an amendment relating to the wind up of VNY.

7 2022/23 budget

The budget for Veritau Ltd and the consolidated group budget was presented. Income includes increases relating to new clients and a service reduction of £20k from City of York Council. To offset expected cost increases, we are proposing an increase in the day rate for member councils.

Following discussion, the board approved the 2022/23 budget.

8 Any other urgent business

None

**Date of Next Meeting: TBC**