

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Dundee on 20th November, 2017.

Present:-

Representing Angus Council

Councillor David Cheape  
Councillor Richard Moore  
Councillor Lynne Devine  
Councillor Gavin Nicol

Representing Dundee City Council

Bailie Christina Roberts  
Councillor Alan Ross  
Councillor George McIrvine  
Councillor Margaret Richardson  
Councillor Philip Scott

Representing Perth and Kinross Council

Councillor Angus Forbes  
Councillor Sheila McCole  
Councillor Dave Doogan

Councillor David Cheape, Convener, in the Chair.

**I APOLOGIES**

Apologies for absence were submitted on behalf of Depute Lord Provost Bill Campbell (Dundee City Council), Councillor Caroline Shiers (Perth and Kinross Council) and Councillor Willie Wilson (Perth and Kinross Council).

**II DECLARATION OF INTEREST**

No declarations of interest were made.

**III MEMBERSHIP OF JOINT BOARD**

(a) **PERTH AND KINROSS COUNCIL**

It was reported that Perth and Kinross Council at its meeting on 4th October, 2017 agreed to appoint Councillor Dave Doogan as a replacement for Councillor Stewart Donaldson on the Tayside Valuation Joint Board.

The Joint Board agreed to note the change in membership as indicated.

**IV MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Tayside Valuation Joint Board held on 28th August, 2017 was submitted and approved.

**V FREEDOM OF INFORMATION**

There was submitted Report No TVJB24-2017 by the Assessor presenting the updated Guide to Information available through the Assessor's Publication Scheme.

The Joint Board agreed to note the content of the report and to approve the updated Guide, which was attached to the report as an Appendix.

## **VI NON DOMESTIC RATING - UPDATE**

There was submitted Report No TVJB25-2017 by the Assessor providing an update on the position concerning Non-Domestic Rating.

The Joint Board agreed:-

- (i) to note that 6,279 Revaluation appeals had been received and arrangements were being made for each these to be dealt with in accordance with the statutory timetable and that further appeals would be received in due course;
- (ii) to note that Valuation Notices were issued on 29th September, 2017 with regard to 1,289 new entries in respect of shooting rights and deer forests and that it was anticipated that appeals would be lodged for a significant number of these entries and that further entries would be made in the Roll during the course of the financial year;
- (iii) to note that Key Performance Indicators in relation to non-domestic rating were currently above target, however, the additional workload of re-introducing shooting rights and deer forests to the Valuation Roll, together with a temporary hold on making new entries in the Valuation Roll, was likely to result in a lower than target level of performance at the year end;
- (iv) to note the Scottish Government's response to the recommendations contained within the Barclay Report was detailed in the Appendix which was attached to the report and that among the recommendations accepted was the proposal that there should be three yearly revaluations from 2022 onwards.

## **VII INTERNAL AUDIT**

There was submitted Report No TVJB26-2017 by the Assessor presenting the Internal Audit Report – Compliance with Legislation – Procurement (No 2018/02) which was attached to the report as an Appendix.

The Joint Board agreed to note the contents of the Report.

## **VIII REVENUE MONITORING FOR 6 MONTHS TO 30TH SEPTEMBER, 2017**

There was submitted Report No TVJB27-2017 by the Treasurer appraising of the latest monitoring position on the Joint Boards' 2017/18 Revenue Budget, based on the actual position at 30th September, 2017.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 30th September, 2017; and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Joint Board's projected outturn for 2017/18 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

## IX KEY PERFORMANCE INDICATORS

Reference was made to Article VI of this minute of the meeting of the Joint Board wherein Performance in relation to the Valuation Roll was reported.

There was submitted an Agenda Note reporting that whilst performance at this stage was marginally above target at 76.6% (target 75%), it was anticipated that due to other workload commitments year-end performance would be below target.

It was reported that in relation to Council Tax, performance as at 30<sup>th</sup> September 2017 was marginally above target at 93.8% (target 92%) and was anticipated to remain around this level. Performance in relation to Electoral Registration had not yet been assessed by the Electoral Commission, however, to date, all key milestones had been successfully achieved.

The Joint Board agreed to note the interim non-financial performance measures, indicating performance levels as at the end of September 2017 as outlined in the note.

## X PROGRAMME OF MEETINGS 2018

The Joint Board agreed that the programme of meetings for the Joint Board over 2018 be as follows:-

<u>Date</u>	<u>Time</u>	<u>Venue</u>
Monday, 22nd January, 2018	11.00am	Council Chamber, The Town and County Hall, The Cross, Forfar
Monday, 25th June, 2018	11.00am	Council Chamber, The Town and County Hall, The Cross, Forfar
Monday, 27th August, 2018	11.00am	Council Chamber, The Town and County Hall, The Cross, Forfar
Monday, 19th November, 2018	11.00am	Council Chamber, The Town and County Hall, The Cross, Forfar

## XI DATE OF NEXT MEETING

The Joint Board agreed to note that the next meeting of the Joint Board would be held in the Council Chamber, The Town and County Hall, The Cross, Forfar on Monday, 22nd January, 2018 at 11.00 am.

**The Joint Board resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraphs 3, 6 and 9 of Part I of Schedule 7A of the Act.**

## XII OFFICE ACCOMODATION

Reference was made to Article XIV of the Minute of the meeting of this Joint Board held on 28th August, 2017 wherein it was agreed that the Assessor pursue property options 3, 4 and 7.

It was reported that, at this stage, although discussions were underway with various parties, it was not possible to bring forward specific recommendations.

The Joint Board agreed to note that it was anticipated that such recommendations would be presented to the next meeting of the Joint Board on Monday, 22nd January, 2018.

David CHEAPE, Convener.