

ITEM No ...3.....

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Perth on 21st January, 2019.

Present:-

Representing Angus Council

Councillor Gavin Nicol
Councillor Ron Sturrock
Councillor Beth Whiteside

Representing Dundee City Council

Depute Lord Provost Bill Campbell
Baillie Christina Roberts
Councillor Alan Ross
Councillor George McIrvine

Representing Perth and Kinross Council

Councillor Angus Forbes
Councillor Audrey Coates
Councillor Lewis Simpson
Councillor Sheila McCole

Councillor Gavin NICOL, Convener, in the Chair.

I APOLOGIES/SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor Richard Moore (Angus Council), Councillor Margaret Richardson (Dundee City Council), Councillor Philip Scott (Dundee City Council) and Councillor Dave Doogan (Perth and Kinross Council).

II DECLARATION OF INTEREST

No declarations of interest were made.

III MINUTE OF PREVIOUS MEETING

The minute of meeting of the Tayside Valuation Joint Board held on 19th November, 2018 was submitted and approved.

IV MEMBERSHIP – ANGUS COUNCIL

It was reported that at the meeting of Angus Council held on 6th December, 2018 it was agreed that Councillor Beth Whiteside replace Councillor Lynne Devine as a member of Tayside Valuation Joint Board.

The Joint Board agreed to note the change in membership as indicated at which point the Convener took the opportunity to welcome Councillor Whiteside to the meeting and gave thanks for the contribution made by Councillor Devine to the work of the Joint Board over her period of membership.

V PROVISIONAL REVENUE BUDGET 2019/2020 TO 2023/2024

There was submitted Joint Report No TVJB2-2019 by the Assessor and Treasurer submitting the Joint Board's 2019/20 to 2023/24 Provisional Revenue Budget for approval.

The Joint Board agreed:-

- (i) to approve the 2019/20 Provisional Revenue Budget for the Tayside Valuation Joint Board as detailed in Appendix A of the report;
- (ii) to note that, in order to maintain the overall requisition amount at current levels, the sum of £26,000 would be taken from the General Reserve and used in setting the 2019/20 Revenue Budget;
- (iii) to approve the apportionment of the 2019/20 Revenue Budget be based on the proportion of each Council's relevant 2018/19 Grant Aided Expenditure figures as detailed in Appendix B of the report;
- (iv) to approve the 2019/20 requisitions for the three constituent Councils be as detailed in Appendix B of the report; and
- (v) to note the indicative Revenue Budgets for 2020/21 to 2023/24 as detailed in Appendix C of the report.

VI CAPITAL EXPENDITURE 2019/2020 TO 2021/2022

There was submitted Report No TVJB4-2019 by the Treasurer submitting the Joint Board's capital expenditure programme for the three year period 2019/20 to 2021/22 for approval.

The Joint Board agreed:-

- (i) to approve the Joint Board's updated capital expenditure programme for the three financial years 2019/2020 to 2021/2022 as detailed in Appendix A of the report; and
- (ii) to approve the capital contributions totalling £23,000 per annum (£7,667 per Constituent Council) which would be required in 2019/2020, 2020/2021 and 2021/2022 to fund the updated capital expenditure programme.

VII REVENUE MONITORING FOR 8 MONTHS TO 30TH NOVEMBER, 2018

There was submitted Report No TVJB1-2019 by the Treasurer appraising of the latest monitoring position on its 2018/19 Revenue Budget, based on the actual spend to 30th November, 2018.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 30th November, 2018; and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Joint Board's projected outturn for 2018/19 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

VIII AUDIT SCOTLAND – ANNUAL AUDIT PLAN 2018/2019

There was submitted Report No TVJB3-2019 by the Treasurer presenting to the External Audit's Audit strategy overview and plan for the year ending 31st March, 2019 which was attached as an Appendix to the report.

The Joint Board agreed to note the content of External Audit's Annual Audit Plan for the year ending 31st March, 2019.

IX INTERNAL AUDIT

There was submitted Report No TVJB5-2019 by the Assessor presenting the following Internal Audit Reports which were attached as appendices to the report:-

Internal Audit Report 2019/02 – Risk Management/Business Continuity Planning
Internal Audit Report 2019/03 – Council Tax

The Joint Board agreed to note the contents of the two Audit Reports.

X PROVISION OF INTERNAL AUDIT SERVICES 2019/2022

It was reported that the Treasurer had completed a competitive procurement process, in accordance with current procurement requirements, for the provision of Internal Audit Services, for the period 2019/2020 to 2021/2022. Henderson Loggie were the successful bidder in this process. The annual estimated cost of providing this service for 2019/2020 was £7,000 plus VAT. These costs would be met from the current budget for Internal Audit Services.

The Joint Board agreed to note the appointment of Henderson Loggie as successful bidder for the provision of Internal Audit Services in respect of the financial years 2019/2022 to 2021/2022.

XI ELECTORAL PRINT SERVICES

It was reported that the existing contract for the provision of electoral print services would expire in June 2019 and that the Assessor, in conjunction with Tayside Procurement Consortium, would review the available procurement options and undertake an appropriate procurement procedure. A report on the outcome of the procurement procedure would be submitted to the next meeting of the Joint Board to be held on 24th June, 2019.

The Joint Board agreed to note the position.

XII 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, Perth and Kinross Council Offices, 2 High Street, Perth on Monday, 24th June, 2019 at 11.00 am.

Gavin NICOL, Convener.