

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Forfar on 22nd January, 2018.

Present:-

Representing Angus Council

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

Representing Dundee City Council

Depute Lord Provost Bill Campbell
Baillie Christina Roberts
Councillor Alan Ross
Councillor Margaret Richardson
Councillor Philip Scott

Representing Perth and Kinross Council

Councillor Angus Forbes
Councillor Caroline Shiers
Councillor Willie Wilson
Councillor Sheila McCole
Councillor Dave Doogan

Councillor David Cheape, Convener, in the Chair.

I APOLOGIES

Apologies for absence were submitted on behalf of Councillor George McIrvine, (Dundee City 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 20th November, 2017 was submitted and approved.

IV REVIEW OF STANDING ORDERS

There was submitted Report No TVJB5-2018 by the Clerk seeking approval to the proposed amendments to the Joint Board's Standing Orders as detailed in the Appendix to the report.

The Joint Board agreed:-

- (i) to approve the proposed amendments to the Standing Orders as detailed in the Appendix to the report;
- (ii) to remit the Clerk to the Joint Board to amend the Standing Orders accordingly and that these be distributed to the membership and placed on the website for the Valuation Joint Board; and
- (iii) that the amended Standing Orders be effective from the next meeting of the Joint Board.

V PROVISIONAL REVENUE BUDGET 2018/2019

There was submitted Joint Report No TVJB1-2018 by the Assessor and Treasurer submitting the Joint Board's 2018/19 Provisional revenue Budget for approval.

The Joint Board agreed:-

- (i) to approve the 2018/19 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 2018/19 Revenue Budget;
- (iii) to approve the apportionment of the 2018/19 Revenue Budget based on the proportion of each Council's relevant 2017/18 Grant Aided Expenditure figures as detailed in Appendix B of the report;
- (iv) to approve the 2018/19 requisitions for the three constituent Councils as detailed in Appendix B of the report; and
- (v) to note that a further requisition was possible dependent upon the review of office accommodation.

VI CAPITAL EXPENDITURE 2018/2019 TO 2020/2021

There was submitted Report No TVJB2-2018 by the Treasurer submitting the Joint Board's capital expenditure programme for the three year period 2018/19 to 2020/21 for approval.

The Joint Board agreed:-

- (i) to approve the Joint Board's updated capital expenditure programme for the three financial years 2018/19, 2019/20 and 2020/21 as detailed in Appendix A of the report;
- (ii) to approve the capital contributions totalling £23,000 per annum (£7,667 per Constituent Council) which would be required in 2018/2019, 2019/2020 and 2020/2021 to fund the updated capital expenditure programme;
- (iii) to approve an additional one-off capital contribution of £75,000 (£25,000 per Constituent Council) which would be required in 2018/2019 to fund the fitting out and I.T. improvements resulting from the review of office accommodation; and
- (iv) to note that any unused element of the additional one-off capital contributions would be returned to the Constituent Councils and a further contribution may be requested if additional funding was required.

VII REVENUE MONITORING FOR 9 MONTHS TO 31ST DECEMBER, 2017

There was submitted Report No TVJB3-2018 by the Treasurer appraising of the latest monitoring position on its 2017/18 Revenue Budget, based on the actual spend to 31st December, 2017.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 31st December, 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.

VIII **AUDIT SCOTLAND – ANNUAL AUDIT PLAN 2017/2018**

There was submitted Report No TVJB4-2018 by the Treasurer presenting the Joint Board's External Audit audit strategy overview and plan for the year ending 31st March, 2018 which was attached as an Appendix to the report.

The Joint Board agreed to note the content of the External Auditor's Annual Audit Plan for the year ending 31st March, 2018.

IX **INTERNAL AUDIT**

There was submitted Report No TVJB7-2018 by the Assessor presenting the Internal Audit Report – Non Domestic Rates (No 2018/03) which was attached as an Appendix to the report.

The Joint Board agreed to note the contents of the report and the Internal Audit Report which was attached as an Appendix.

X **DATE OF NEXT MEETING**

The Joint Board noted 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, 25th June, 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.

XI **OFFICE ACCOMODATION**

There was submitted Report No TVJB6-2018 by the Assessor presenting options available to the Joint Board with regard to property and the related costs.

There was also submitted Supplementary Papers Reports Numbers TVJB6A-2018 and TVJB6B-2018 by the Assessor providing further background information.

The Joint Board agreed:-

- (i) to note the options contained within the Report and the Appendices to the Report and the supplementary information which was submitted. Thereafter, Councillor Cheape, seconded by Bailie Roberts, moved that Option 7 be adopted.

As an amendment, Councillor Nicol, seconded by Councillor Doogan, moved that Option 3 be adopted.

On a division, there voted for the motion – Councillor Cheape, Depute Lord Provost Campbell, Bailie Roberts and Councillors' Ross, Richardson and Scott (6); and for the amendment – Councillors' Moore, Devine, Nicol, Forbes, Shiers, Wilson, McCole and Doogan (8) - whereupon the amendment was carried and became the motion.

As a counter amendment, Councillor McCole, seconded by Councillor Moore moved that Option 4 be adopted.

On a division, there voted for the motion Councillor Cheape, Depute Lord Provost Campbell, Bailie Roberts, and Councillors' Ross, Richardson and Scott (6); and for the amendment – Councillors' Moore, Devine, Nicol, Forbes, Shiers, Wilson, McCole and Doogan (8); whereupon the counter amendment was declared carried;

- (ii) to instruct the Clerk and the Assessor to finalise negotiations and agree lease terms for the selected option; and
- (iii) to instruct the Clerk and the Treasurer to finalise arrangements for removals, refitting and the remediation of dilapidation works as required; and
- (iv) to note the Assessor's concerns with regard to the ability to maintain the same level of service and maintain and recruit to current staffing, administration and technical levels as a result of the relocation.

David CHEAPE, Convener.