

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held remotely on 16th November, 2020.

Present:-

Representing Angus Council:-

Councillor Gavin Nicol  
Councillor Richard Moore  
Councillor Beth Whiteside

Representing Dundee City Council:-

Depute Lord Provost Bill Campbell  
Baillie Christina Roberts  
Councillor Steven Rome  
Councillor George McIrvine  
Councillor Margaret Richardson

Representing Perth and Kinross Council:-

Councillor Angus Forbes  
Councillor Anne Jarvis  
Councillor Sheila McCole  
Councillor Mike Williamson

Councillor Gavin Nicol, Convener, in the Chair.

**I APOLOGIES/SUBSTITUTIONS**

Apologies for absence were submitted on behalf of Councillor Ron Sturrock (Angus Council) and Councillor Philip Scott (Dundee City Council).

**II DECLARATION OF INTEREST**

There were no declarations of interest.

**III MINUTE OF PREVIOUS MEETING**

The minute of meeting of Tayside Valuation Joint Board held on 24th August 2020 was submitted and approved.

**IV INTERNAL AUDIT REPORT**

There was submitted Report No TVJB20-2020 by the Assessor presenting the following Internal Audit Report which was attached as an appendix to the report:-

- Internal Audit Report 2021/02 – Corporate Governance

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

**V REVENUE MONITORING FOR 6 MONTHS TO 30TH SEPTEMBER 2020**

There was submitted Report No TVJB19-2020 by the Treasurer advising of the latest monitoring position on the Joint Board's 2020/2021 Revenue Budget, based on the actual spend to 30th September 2020.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 30th September, 2020; and

- (ii) to note that the Treasurer and the Assessor would continue to monitor the Joint Board's projected outturn for 2020/2021 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

## **VI KEY PERFORMANCE INDICATORS**

There was submitted an Agenda Note by the Assessor on the following interim non-financial performance measures, indicating performance levels as at the end of September 2020:-

Performance in relation to the Valuation Roll was currently below target with 70.2% of alterations being made to the Roll within three months of the effective date, as compared to the year-end target of 72.5%. The nature of the Key Performance Indicators was such that achievement levels routinely reduce by circa 15% over the final six months of the year, which would suggest that the final year-end performance may be around 55%. This reflects the current situation with regard to the COVID-19 pandemic. Whilst it was clearly very difficult to predict how circumstances would develop over the remainder of the financial year it was hoped that some improvement to performance can be achieved and therefore a revised target of 60% had been set for the year-end position.

In relation to Council Tax, performance as at 30th September 2020 was also below target at 88.2% of new properties being added to the List within three months, as compared with the target of 93%. A revised target of 80% has been set for the year end position.

Performance in relation to Electoral Registration had not 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 2020 and to note that Management would continue to monitor the position with the Key Performance Indicators performance closely.

## **VII PROGRAMME OF MEETINGS 2021**

The Joint Board agreed that the programme of meetings for the Joint Board over 2021 be as follows: -

<u>Date</u>	<u>Time</u>
Monday, 25th January 2021	11.00 am
Monday, 21st June 2021	11.00 am
Monday, 30th August 2021	11.00 am
Monday, 22nd November 2021	11.00 am

All meetings would be held remotely unless otherwise advised by the Clerk.

## **VIII DATE OF NEXT MEETING**

The Joint Board noted that the next meeting of the Joint Board would be held remotely on Monday, 25th January, 2021 at 11.00 am (unless otherwise advised by the Clerk).

Gavin NICOL, Convener.