

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Perth on 18th November, 2013.

Present:-

Representing Angus Council

Councillor Jim Houston
Provost Helen Oswald
Councillor Bill Bowles

Representing Dundee City Council

Councillor David Bowes
Depute Lord Provost Christina Roberts
Councillor John Alexander
Councillor Tom Ferguson

Representing Perth and Kinross Council

Councillor Douglas Pover
Councillor Elspeth Maclachlan
Councillor Alexander J Stewart
Councillor Willie Wilson

Councillor Elspeth Maclachlan, Convener, in the Chair.

I APOLOGIES/SUBSTITUTIONS

Apologies for absence were intimated on behalf of Councillors Myles, Black, Asif and Munro.

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 26th August, 2013 was submitted and approved.

IV REVENUE MONITORING FOR THE SIX MONTHS TO 30TH SEPTEMBER, 2013

There was submitted Report Number TVJB21-2013 by the Treasurer appraising the Joint Board of the latest monitoring position on its 2013/2014 Revenue Budget, based on the actual spend to 30th September, 2013.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 30th September, 2013; and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Board's projected outturn for 2013/2014 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

V INTERNAL AUDIT

There was submitted Report No TVJB22-2013 by the Assessor presenting to the Board the following Internal Audit Reports which were appended to the report:-

Internal Audit Report 2014/03 - Performance Reporting 2013/2014
Internal Audit Report 2014/0X - General Ledger 2013/2014

The Joint Board noted the contents of the two Internal Audit Reports.

VI OFFICE ACCOMMODATION - RAVENSWOOD, NEW ROAD, FORFAR - RENT REVIEW

There was submitted Report No TVJB23-2013 by the Assessor seeking approval in respect of the proposed increase in the rent of the office at Ravenswood, New Road, Forfar.

The Joint Board approved the revised rental of £18,000 with effect from 1st April, 2012.

VII AMENDMENT OF EMPLOYEE TERMS AND CONDITIONS - BPSS AND DISCLOSURE CHECKS

There was submitted Report No TVJB24-2013 by the Assessor advising the Board of the requirement to vary employee terms and conditions to include baseline personnel security standards and disclosure checks in connection with the move towards Individual Electoral Registration.

The Joint Board noted the contents of the report.

VIII DATE OF NEXT MEETING

It was noted that the next meeting of the Joint Board would be held in Committee Room 1, 14 City Square, Dundee on Monday, 27th January, 2014 at 10.00 am.

It was also noted that the next meeting of the General Purposes Sub-Committee would be held in Committee Room 3, 14 City Square, Dundee on Monday, 13th January, 2014 at 10.00 am.

Elsbeth MACLACHLAN, Convener.

APPENDIX I

At a MEETING of the **GENERAL PURPOSES SUB-COMMITTEE OF THE TAYSIDE VALUATION JOINT BOARD** held at Dundee on Monday, 13th January, 2014.

Present:-

Councillor Jim HOUSTON, Angus Council
Councillor David BOWES, Dundee City Council
Councillor Elspeth MACLACHLAN, Perth and Kinross Council

Councillor Elspeth MACLACHLAN, Convener, in the Chair.

I PROVISIONAL REVENUE BUDGET 2014/2015

There was submitted Joint Report No TVJB1-2014 by the Assessor and Treasurer on the Provisional Revenue Budget for 2014/2015 for detailed consideration by the General Purposes Sub-Committee.

The Sub-Committee agreed:-

- (i) to note the 2014/2015 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 requisition amounts at current levels, the sum of £21,000 would be taken from the General Reserve and used in setting the 2014/2015 Revenue Budget;
- (iii) to recommend to the Joint Board the approval of the 2014/2015 Revenue Budget as per Appendix A of the report;
- (iv) to recommend to the Joint Board that the apportionment of the 2014/2015 Revenue Budget be based on the proportion of each Council's relevant 2014/2015 Grant Aided Expenditure figures as detailed in Appendix B of the report; and
- (v) to recommend to the Joint Board that the 2014/2015 requisitions for the three constituent Councils be as detailed in Appendix B of the report.

II CAPITAL EXPENDITURE 2014/2015 TO 2016/2017

There was submitted Report No TVJB2-2014 by the Treasurer updating the General Purposes Sub-Committee of the Joint Board on the capital expenditure programme for the three year period 2014/2015 to 2016/2017 inclusive.

The Sub-Committee agreed:-

- (i) to recommend to the Joint Board the approval of the updated capital expenditure programme for the three financial years 2015/2015, 2015/2016, 2016/2017, as detailed in Appendix A of the report; and
- (ii) to note that capital contributions totalling £23,000 (£7,667 per constituent Council) would be required in 2014/2015, 2015/2016 and 2016/2017 to fund the updated capital expenditure programme.

Elspeth MACLACHLAN, Convener.