

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Forfar on 24th August, 2015.

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
Councillor Mohammed Asif

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 submitted on behalf of Councillor Bob Myles, Angus Council; Councillor Jimmy Black, Dundee City Council and Councillor Alistair Munro, Perth and Kinross Council.

II DECLARATION OF INTEREST

No declarations of interest were made.

III MINUTE OF PREVIOUS MEETING

The minute of meeting of Tayside Valuation Joint Board held on 15th June, 2015 was submitted and approved.

IV REVENUE MONITORING FOR THREE MONTHS TO 30TH JUNE 2015

There was submitted TVJB20-2015 by the Treasurer appraising the Joint Board of the latest monitoring position on its 2015/16 Revenue Budget, based on the actual spend to 30 June 2015.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 30 June 2015; and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Board's projected outturn for 2015/16 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

V FINANCIAL REPORTS 2014/2015

- (a) External Auditors Report on 2014/2015 Audit.

The Joint Board noted the external Auditors report to members on the 2014/2015 Audit as submitted.

(b) Response to External Auditors Annual Report on 2014/2015 Audit

There was submitted Report No TVJB 21-2015 by the Treasurer in response to the report prepared by the Joint Board's External Auditor on the audit of Tayside Valuation Joint Board for the year ended 31 March 2015.

The Joint Board agreed:-

- (i) to endorse the report as the formal response to the External Auditor's report; and
- (ii) to note that the External Auditor's findings and conclusions were favourable.
- (c) Statement of Audited Accounts for the year ended 31st March 2015

The Joint Board noted the Statement of Audited Accounts for the year ended 31st March 2015 as submitted.

VI BEST VALUE - PUBLIC PERFORMANCE REPORT 2014/2015

There was submitted Report No TVJB 17-2015 by the Assessor appraising the Joint Board of the performance levels achieved by the Assessor and his staff during financial year 2014/15, and to present the Joint Board's Annual Public Performance Report.

The Joint Board agreed:-

- (i) to approve the Joint Board's Annual Public Performance Report for the year 2014/15, a copy of which was attached to the report as Appendix 1;
- (ii) to note the information submitted by the Assessor to the Scottish Government in respect of the Key Performance Indicators concerning the Valuation Roll and Council Tax Valuation List, a copy of which was attached to the report as Appendix 2;
- (iii) to note that specific Performance Standards in relation to the transition to Individual Electoral Registration would be monitored by the Electoral Commission and that the Commission would report on the position when the transition was complete; and
- (iv) to note that results of the Customer Satisfaction Survey, a copy of which was attached to the report as Appendix 3.

VII HEALTH AND SAFETY ANNUAL REPORT

There was submitted Report No TVJB 18-2015 to the Assessor presenting the Assessor's annual report on Health and Safety matters, in accordance with the Joint Board's Health and Safety Policy Statement.

The Joint Board agreed to note the content of the report.

VIII INTERNAL AUDIT

There was submitted Report No TVJB 19-2015 by the Assessor presenting the Internal Audit Annual Plan for 2015/16 (No 2016/01) which was attached to the report as an Appendix.

The Joint Board agreed to note the Internal Audit Annual Plan for 2015/2016.

IX PROGRAMME OF MEETINGS 2016

The Joint Board agreed that meetings of the Tayside Valuation Joint Board over 2016 be as follows:-

<u>Date</u>	<u>Time</u>	<u>Venue</u>
Monday, 25th January, 2016	10.00 am	The Dewars Centre, Glover Street, Perth
Monday, 13th June, 2016	10.00 am	The Dewars Centre, Glover Street, Perth
Monday, 22nd August, 2016	10.00 am	The Dewars Centre, Glover Street, Perth
Monday, 14th November, 2016	10.00 am	The Dewars Centre, Glover Street, Perth

The Joint Board agreed to note that all meetings would be held in the Dewars Centre, Glover Street, Perth at 10.00am unless otherwise notified.

X DATE OF NEXT MEETING

The Joint Board noted that the next meeting of the Joint Board would be held in The Town and County Hall, The Cross, Forfar on Monday, 23rd November, 2015 at 10.00 am.

Elsbeth MACLACHLAN, Convener.