

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Perth on 26th August, 2013.

Present:-

Representing Angus Council

Councillor Jim Houston
Provost Helen Oswald
Councillor Bill Bowles
Councillor Bob Myles

Representing Dundee City Council

Councillor David Bowes
Depute Lord Provost Christina Roberts
Councillor Jimmy Black
Councillor John Alexander
Councillor Tom Ferguson
Councillor Georgia Cruickshank

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 Mohammed Asif. It was noted that Councillor Georgia Cruickshank would be a substitute for Councillor Asif.

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 18th June, 2013 was submitted and approved.

IV REVENUE MONITORING FOR THE THREE MONTHS TO 30TH JUNE, 2013

There was submitted Report Number TVJB 19-2013 by the Treasurer appraising the Joint Board of the latest monitoring position on its 2013/14 Revenue Budget, based on the actual spend to 30th June, 2013.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 30th June, 2013 and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Board's projected outturn for 2013/14 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

V FINANCIAL REPORTS 2012/13

(a) EXTERNAL AUDITOR'S REPORT ON THE 2012/2013 AUDIT

The Board noted the External Auditor's report to members on the 2012/2013 Audit as submitted.

(b) RESPONSE TO EXTERNAL AUDITORS ANNUAL REPORT ON THE 2012/2013 AUDIT

There was submitted Report No TVJB 20-2013 by the Treasurer as a response to the report prepared by the Board's External Auditor on the audit of Tayside Valuation Joint Board for the year ended 31st March, 2013. A copy of the External Auditor's report and the Board's Audited Statement of Accounts were included on the agenda as separate items.

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, 2013

The Board noted the Statement of Audited Accounts for the year ended 31st March, 2013 as submitted,

VI INTERNAL AUDIT NEEDS ASSESSMENT AND STRATEGIC PLAN 2013 TO 2016 AND INTERNAL AUDIT PLAN 2013/1014

There was submitted Report No TVJB 16-2013 by the Assessor presenting to the Joint Board the Internal Audit Needs Assessment and Strategic Plan for 2013 to 2016 (No 2014/01) (abridged), which was attached as Appendix 1 to the report, and the Internal Audit Annual Plan 2013/14 (No 2014/02) which was attached as Appendix 2 to the report.

The Joint Board agreed to note the Internal Audit Needs Assessment and Strategic Plan for 2013 to 2016 (Report No 2014/01) (abridged) and the Annual Internal Audit Plan for 2013/14 (Report No 2014/02)/

VII BEST VALUE PUBLIC PERFORMANCE REPORT 2012-2013

There was submitted Report No TVJB 17-2013 by the Assessor appraising the Joint Board of the performance levels achieved by the Assessor and his staff during financial year 2012/13, with reference to the Key Performance Indicators submitted to the Scottish Government in terms of the Best Value regime.

The Joint Board agreed:-

- (i) to note the information submitted by the Assessor in respect of the Key Performance Indicators;
- (ii) to note the Performance Standards in respect of Electoral Registration;
- (iii) to note the results of the Customer Satisfaction Survey as contained in Appendix 5 of the report; and
- (iv) to approve the Performance Report attached as Appendix 4 to the report.

VIII HEALTH AND SAFETY ANNUAL REPORT

There was submitted Report No 18-2013 by the Assessor presenting to the Board the Assessor's annual report on Health and Safety matters, in accordance with the Board's Health and Safety Policy Statement.

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

IX PROGRAMME OF MEETINGS 2014

The Joint Board agreed that the programme of meetings for the Joint Board and General Purposes Sub-Committee for 2014 be as follows:-

Monday, 13th January, 2014, 10.00 am, Tayside Valuation Joint Board (General Purposes Sub-Committee) (Dundee).

Monday, 27th January, 2014, 10.00 am, Tayside Valuation Joint Board (Dundee).

Monday, 16th June, 2014, 10.00 am, Tayside Valuation Joint Board (Dundee).

Monday, 25th August, 2014, 10.00 am, Tayside Valuation Joint Board (Dundee).

Monday, 17th November, 2014, 10.00 am, Tayside Valuation Joint Board (Dundee).

X DATE OF NEXT MEETING

The Board noted that the next meeting would be held in the Council Offices, Perth on Monday, 18th November, 2013 at 10.00 am.

Elsbeth MACLACHLAN, Convener.