

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Forfar on 27th August 2012.

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 John Alexander
Councillor Tom Ferguson
Councillor Mohammed Asif

Representing Perth and Kinross Council

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

Councillor Elspeth Maclachlan, Convener, in the Chair.

I APOLOGIES/SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor Jimmy Black, Dundee City Council.

II DECLARATION OF INTEREST

No declarations of interest were made.

III MINUTE OF PREVIOUS MEETING

- (a) The minute of meeting of Tayside Valuation Joint Board held on 11th June 2012 was submitted and approved.
- (b) The minute of meeting of the Tayside Valuation Joint Board General Purposes Sub-Committee held on 25th June, 2012 was submitted and noted for information and record purposes a copy of which is attached to this minute as an appendix.

IV REVENUE MONITORING FOR THREE MONTHS TO 30TH JUNE, 2012

There was submitted Report No TVJB 18-2012 by the Treasurer appraising the Joint Board of the latest monitoring position on its 2012/13 Revenue Budget, based on the actual spend to 30 June 2012.

The Board agreed:-

- (i) to note the Revenue Monitoring position as at 30 June 2012; and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Board's projected outturn for 2012/13 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

V INTERNAL AUDIT PLAN 2012/2013

There was submitted Report No TVJB 15-2012 by the Assessor presenting to the Board the following Internal Audit Report:-

Internal Audit Report No 2013/01 - Annual Plan 2012/13.

The Board agreed to note the content of the Internal Audit Plan for 2012/13.

VI BEST VALUE - PUBLIC PERFORMANCE REPORT 2011/2012

There was submitted Report No TVJB16-2012 by the Assessor appraising the Board of the performance levels achieved by the Assessor and his staff during financial year 2011/12, with reference to the Key Performance Indicators submitted to the Scottish Government in terms of the Best Value regime.

The 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) the Performance Report attached as Appendix 4 to the report.

VII HEALTH AND SAFETY ANNUAL REPORT

There was submitted Report No TVJB 17-2012 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 Board agreed to note the content of the report.

VIII PROGRAMME OF MEETINGS 2013

The Board agreed that meetings of Tayside Valuation Joint Board for 2013 be programmed as follows:-

- Monday, 28th January, 2013 - 9.45 am - Perth
- Monday, 17th June, 2013 - 10.00 am - Perth
- Monday, 26th August, 2013 - 10.00 am - Perth
- Monday, 18th November, 2013 - 10.00 am - Perth

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

IX DATE OF NEXT MEETING

The Board noted that the next meeting would be held in the Town and County Hall, The Cross, Forfar on 19 November 2012 at 9.30 am.

Elsbeth MACLACHLAN, Convener.

APPENDIX

At a MEETING of the **GENERAL PURPOSES SUB-COMMITTEE OF THE TAYSIDE VALUATION JOINT BOARD** held at Dundee on Monday, 25th June, 2012.

Present:-

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

Councillor Elspeth MACLACHLAN, Convener, in the Chair.

I **UNAUDITED STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2012**

There was submitted Report No TVJB14-2012 by the Treasurer providing some additional commentary on the unaudited Statement of Accounts for the year ended 31st March, 2012 which was submitted to the General Purposes Sub-Committee along with the report.

The Sub-Committee agreed:-

- (i) to note the content of the covering report;
- (ii) to note the unaudited Statement of Accounts which had been submitted along with the report;
- (iii) to note that the Treasurer had submitted the Statement of Accounts to the Controller of Audit, Accounts Commission for Scotland; and
- (iv) to note that the key assumptions underpinning the Actuary's International Accounting Standards 19 Retirement Benefit calculations had been reviewed and accepted by Dundee City Council as administering authority.

Elspeth MACLACHLAN, Convener.