

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held at Forfar on 30th January, 2012.

Present:-

Representing Angus Council

Councillor Mark Salmond
Councillor John Whyte
Councillor Paul Valentine
Councillor Helen Oswald

Representing Dundee City Council

Councillor Tom Ferguson
Councillor David Bowes
Councillor Christina Roberts
Councillor Andy Dawson

Representing Perth and Kinross Council

Councillor Lewis Simpson
Councillor Peter Mulheron
Councillor Bob Band (for Councillor David Scott)
Councillor Alexander Stewart

Councillor Tom Ferguson, Convener, in the Chair.

I APOLOGIES/SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor Dave Scott, Perth and Kinross Council and Bailie George Regan, Dundee City Council.

II MINUTE OF PREVIOUS MEETING

- (a) The minute of meeting of Tayside Valuation Joint Board held on 21st November, 2011 was submitted and approved.
- (b) The minute of meeting of Tayside Valuation Joint Board (General Purposes Sub-Committee) held on Monday, 16th January, 2012 was submitted and noted for information and record purposes, a copy of which is attached to this minute as an Appendix).

III PROVISIONAL REVENUE BUDGET 2012/2013

There was submitted Joint Report No TVJB 3-2012 by the Assessor and Treasurer detailing the recommendations of the General Purposes Sub-Committee meeting of 16th January, 2012 in respect of the Provisional Revenue Budget for 2012/2013.

The Board agreed to accept the recommendations of the General Purposes Sub-Committee of 16th January, 2012, and:-

- (i) to approve the Provisional Revenue Budget for 2012/13 for the Tayside Valuation Joint Board (as adjusted to reflect the reduction in employers superannuation contribution rate from 18.5% to 18%), as detailed in Appendix A of the report;
- (ii) to approve the apportionment of the 2012/13 Revenue Budget, which was based on the proportion of each Council's relevant 2012/13 Grant Aided Expenditure figures as detailed in Appendix B of the report; and

- (iii) to approve the 2012/13 requisitions for the three constituent Councils be as detailed in Appendix B of the report.

IV CAPITAL EXPENDITURE 2012/13 TO 2014/15

There was submitted Report No TVJB 4-2012 by the Treasurer detailing the recommendations of the General Purposes Sub-Committee meeting of 16th January, 2012 in respect of the Joint Board's capital expenditure programme for the three year period 2012/13 to 2014/15 inclusive.

The Board agreed to accept the recommendations of the General Purposes Sub-Committee of 16th January, 2012, and:-

- (i) to approve the Joint Board's updated capital expenditure programme for the three financial years 2012/13, 2013/14 and 2014/15 as detailed in Appendix A of the report; and
- (ii) to approve the capital contributions totalling £27,000 (£9,000 per Constituent Council) which would be required in 2012/13, 2013/14, 2014/15 to fund the updated capital expenditure programme.

V REVENUE MONITORING FOR NINE MONTHS TO 31ST DECEMBER, 2011

There was submitted Report No TVJB 5-2012 by the Treasurer appraising the Joint Board of the latest monitoring position in its 2011/13 Revenue Budget, based on the actual spend to 31st December, 2011.

The Board agreed:-

- (i) to note the Revenue Monitoring position as at 31st December, 2011; and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Board's projected outturn for 2011/12 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

VI INTERNAL AUDIT PLAN 2011/12

There was submitted Report No TVJB 8-2012 by the Assessor presenting the following Internal Audit Report Internal Audit Report No 2012/01 - Annual Internal Audit Plan 2011/12.

The Board agreed to note the content of the Internal Audit Plan for 2011/12.

VII RISK MANAGEMENT/BUSINESS CONTINUITY

There was submitted Report No TVJB 6-2011 by the Assessor presenting to the Board the Assessor's annual report on Risk Management and Business Continuity arrangements.

The Board agreed to note the contents of the report.

VIII MONITORING OF EQUALITY POLICY

There was submitted Report No TVJB 7-2012 by the Assessor presenting to the Board:-

- (i) the 2011 equality monitoring information, and
- (ii) the Assessor's annual report on progress made on the commitments contained in the Board's Single Equality Scheme.

The Board agreed to note the contents of the Report.

IX QUEEN'S DIAMOND JUBILEE

It was reported that having considered advice from COSLA on the options available, the Assessor recommended that the Board granted an additional day of annual leave to celebrate the Queen's Diamond Jubilee on 5th June, 2012. Offices would remain open to the public on 5th June, 2012 and employees would be required to apply should they wish to take leave on this day. Applications for leave would be granted subject to the exigencies of the service. Employees who worked on 5th June, 2012 would be entitled to take an annual leave day at a later date.

The Board agreed the terms of the note.

X DATE OF NEXT MEETING

The Board noted that the next meeting would be held in the Town and County Hall, The Cross, Forfar on Monday, 11th June, 2012 at 9.30 am.

Tom FERGUSON, Convener.

At a MEETING of the **GENERAL PURPOSES SUB-COMMITTEE OF THE TAYSIDE VALUATION JOINT BOARD** held at Dundee on 16th January, 2012.

Present:-

Councillor Tom FERGUSON, Dundee City Council
 Councillor Christina ROBERTS, Dundee City Council (for Councillor Andy Dawson)
 Councillor Bob BAND, Perth and Kinross Council (for Councillor Dave Scott)
 Councillor John WHYTE, Angus Council

Apologies for absence were submitted on behalf of Councillor Mark Salmond, Angus Council, Councillor Dave Scott, Perth and Kinross Council, Councillor Andy Dawson, Dundee City Council and Councillor Lewis Simpson, Perth and Kinross Council.

Councillor Tom FERGUSON, Convener, in the Chair.

I PROVISIONAL REVENUE BUDGET 2012/13

There was submitted Joint Report No TVJB1-2012 by the Assessor and Treasurer submitting the 2012/13 Provisional Revenue Budget for detailed consideration by the General Purposes Sub-Committee.

The Sub-Committee agreed:-

- (i) to note the 2012/13 Provisional Revenue Budget for the Tayside Valuation Joint Board as detailed in Appendix A of the report;
- (ii) to recommend to the Joint Board, the approval of the 2012/13 Revenue Budget as per Appendix A of the report;
- (iii) to recommend to the Joint Board that the apportionment of the 2012/13 Revenue Budget be based on the proportion of each Council's relevant 2012/13 Grant Aided Expenditure figures as detailed in Appendix B of the report; and
- (iv) to recommend to the Joint Board that the 2012/13 requisitions for the three constituent Councils be as detailed in Appendix B of the report.

II CAPITAL EXPENDITURE 2012/13 TO 2014/15

There was submitted Report No TVJB2-2012 by the Treasurer updating the General Purposes Sub-Committee of the Joint Board on the capital expenditure programme for the three year period 2012/13 to 2014/15 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 2012/13, 2013/14 and 2014/15 as detailed in Appendix A of the report; and
- (ii) to note that capital contributions totalling £27,000 (£9,000 per Constituent Council) would be required in 2012/13, 2013/14 and 2014/15 to fund the updated capital expenditure programme.

Tom FERGUSON, Convener.