

# ***TAYSIDE VALUATION JOINT BOARD***

Dundee City Council  
21 City Square  
DUNDEE  
DD1 3BY

10th November, 2023

TO: ALL MEMBERS OF TAYSIDE  
VALUATION JOINT BOARD

Dear Sir or Madam

You are requested to attend a MEETING of the **TAYSIDE VALUATION JOINT BOARD** to be held remotely on Monday, 20th November, 2023 at 9.00 am.

Members of the Press or Public wishing to join the meeting should contact Committee Services on telephone (01382) 434211 or by email at [committee.services@dundeecity.gov.uk](mailto:committee.services@dundeecity.gov.uk) by no later than 5.00pm on Thursday, 16th November, 2023.

Please submit any apologies for absence to Elaine Doak, Committee Services Officer, on (01382) 434211 or by email [elaine.doak@dundeecity.gov.uk](mailto:elaine.doak@dundeecity.gov.uk).

Yours faithfully

ROGER MENNIE

Clerk to the Joint Board

## Distribution:-

### Angus Council

Councillor Serena Cowdy  
Councillor Brenda Durno  
Councillor George Meechan  
Councillor Martin Shepherd

### Dundee City Council

Depute Lord Provost Kevin Cordell  
Bailie Christina Roberts  
Councillor Lynne Short  
Councillor Wendy Scullin  
Councillor Pete Shears  
Bailie Fraser Macpherson

### Perth and Kinross Council

Councillor Sheila McCole  
Bailie Mike Williamson  
Councillor Hugh Anderson  
Councillor Frank Smith  
Councillor Dave Cuthbert

## **AGENDA OF BUSINESS**

### **1 APOLOGIES/SUBSTITUTIONS**

### **2 DECLARATION OF INTEREST**

Members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision-making.

### **3 MINUTE OF PREVIOUS MEETING - Page 1**

The minute of meeting of the Tayside Valuation Joint Board held on 28th August, 2023 is submitted for approval, (copy attached).

### **4 MEMBERSHIP – PERTH AND KINROSS COUNCIL**

It is reported that at the meeting of Perth and Kinross Council held on 4th October, 2023 it was agreed that Councillor Hugh Anderson be appointed as a member of Tayside Valuation Joint Board as replacement for Bailie Chris Ahern who has resigned.

The Joint Board is asked to note the change in member as indicated.

### **5 ELECTORAL REGISTRATION – ELECTIONS ACT 2022 - Page 5**

(Report No TVJB25-2023 by the Assessor, copy attached).

### **6 INTERNAL AUDIT - Page 7**

(Report No TVJB23-2023 by the Assessor, copy attached).

### **7 FINANCIAL REPORTS 2022/2023**

#### **(a) EXTERNAL AUDITORS REPORT ON 2022/2023 AUDIT - Page 27**

(Report No TVJB27-2023, copy attached).

#### **(b) RESPONSE TO EXTERNAL AUDITOR'S ANNUAL AUDIT REPORT ON THE 2022/2023 AUDIT - Page 49**

(Report No TVJB28-2023 by the Treasurer, copy attached).

#### **(c) ANNUAL ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023 - Page 51**

(Report No TVJB29-2023, copy attached).

### **8 REVENUE MONITORING FOR 6 MONTHS TO 30TH SEPTEMBER, 2023 - Page 105**

(Report No TVJB26-2023 by the Treasurer, copy attached).

### **9 POSITION OF ASSESSOR AND ELECTORAL REGISTRATION OFFICER – NOTIFICATION OF RESIGNATION AND RECRUITMENT OF SUCCESSOR (TVJB30-2023)**

It is reported that the current Assessor and Electoral Registration Officer, Mr Roy Christie, has intimated his intention to resign with effect from 31st January, 2024. Mr Christie was appointed to this position on 1st June, 2022.

It is recommended that the Joint Board agree:-

- (i) to note that the current Assessor and Electoral Registration Officer will resign on 31st January, 2024;
- (ii) to note that arrangements for the appointment of his successor are currently being established in accordance with the terms of Section 27(2) of the Local Government etc (Scotland) Act 1994; and
- (iii) to note that the General Purposes Sub Committee, the membership of which is the Convener, Vice Convener and the Spokesperson, advised by the Clerk, the Treasurer and such other officers as are appropriate, will make arrangements to advertise, shortleat, interview and make appointment to the position of Assessor and Electoral Registration Officer of Tayside Valuation Joint Board.

#### **10 PROGRAMME OF MEETINGS 2024**

The programme of meeting for the Joint Board over 2024 to follow.

#### **11 DATE OF NEXT MEETING**

The next meeting of the Joint Board will be held remotely on Monday, 22nd January, 2024 at 9.00 am.

**The Joint Board may resolve under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Act.**

#### **12 REVIEW OF STAFF STRUCTURE**