

At a MEETING of the **TAYSIDE VALUATION JOINT BOARD** held remotely on 22nd January, 2024.

Present:-

Representing Angus Council:-

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

Representing Dundee City Council:-

Depute Lord Provost Kevin Cordell
Baillie Christina Roberts
Councillor Wendy Scullin
Baillie Fraser Macpherson

Representing Perth and Kinross Council:-

Councillor Dave Cuthbert
Councillor Sheila McCole
Councillor Frank Smith

Depute Lord Provost Kevin Cordell, Convener, in the Chair.

I APOLOGIES/SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor George Meechan (Angus Council), Councillor Pete Shears (Dundee City Council) and Councillor Hugh Anderson (Perth and Kinross Council).

II DECLARATION OF INTEREST

There were no declarations of interest.

III MINUTE OF PREVIOUS MEETING

The minute of meeting of the Tayside Valuation Joint Board held on 20th November, 2023 was submitted and approved.

IV ELECTORAL REGISTRATION – ELECTIONS ACT 2022

There was submitted Report No TVJB4-2024 by the Assessor, providing an update on the latest additional duties requiring to be carried out by the Electoral Registration Officer following introduction of the Elections Act 2022.

The Joint Board agreed:-

- (i) to note that on 23rd October, 2023, the statutory instrument to implement changes for British citizens living overseas was laid before Parliament. These changes were scheduled to come into effect from 16th January, 2024;
- (ii) to note that the 15 year limit on voting rights for British citizens living overseas would be removed. Overseas electors would be able to register at a UK address where they were previously registered, or if never registered, at the UK address where they were last resident. The registration period would be extended from one year up to three years. As was currently the case, overseas voters would be eligible to vote in elections to the UK Parliament only. They could not vote in local council elections or Scottish Parliament elections;

- (iii) to note that following approval of the changes, new online registration applications from overseas electors would be received by Electoral Registration Officers for processing via the ERO Portal, although paper applications would continue to be available. Renewal applications would need to be submitted by email or on paper pending the development of an online renewal service; and
- (iv) to note that for public awareness purposes, the Electoral Commission had produced initial information on the above changes on their website, and intended to publish further guidance/undertake a communications campaign to raise awareness amongst British nationals living abroad. The UK Government intended to support the Commission's work, with the Foreign and Commonwealth Development Office being a primary channel used to promote the changes. Messaging would also appear on GOV.UK pages.

V INTERNAL AUDIT

There was submitted Report No TVJB3-2024 by the Assessor, presenting the Internal Audit Review Schedule for 2023/2024.

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

VI REVENUE MONITORING FOR 8 MONTHS TO 30TH NOVEMBER, 2023

There was submitted Report No TVJB1-2024 by the Treasurer, appraising of the latest monitoring position on its 2023/2024 Revenue Budget, based on the actual spend to 30th November, 2023.

The Joint Board agreed:-

- (i) to note the Revenue Monitoring position as at 30th November, 2023; and
- (ii) to note that the Treasurer and the Assessor would continue to monitor the Joint Board's projected outturn for 2023/2024 and endeavour to ensure that the final outturn was within the approved Revenue Budget.

VII REVENUE BUDGET 2024/2025 TO 2028/2029

There was submitted Joint Report No TVJB2-2024 by the Treasurer and Assessor, submitting the 2024/2025 Revenue Budget for approval and setting the level requisitions payable by the constituent authorities.

The Joint Board agreed:-

- (i) to approve the 2024/2025 Revenue Budget for the Tayside Valuation Joint Board as detailed in Appendix A of the report;
- (ii) to note that the sum of £26,000 would be taken from Restricted Reserve and used in setting the 2024/2025 Revenue Budget. This £26,000 related to offsetting Individual Electoral Regulation Costs;
- (iii) to approve the apportionment of the 2024/2025 Revenue Budget be based on the proportion of each Council's relevant 2023/2024 Grant Aided Expenditure figures as detailed in Appendix B of the report;
- (iv) to note that Scottish Government income was based on current indications and the effect of any in year adjustments would be monitored and reported as required;
- (v) to approve the 2024/2025 requisitions for the three constituent Councils be as detailed in Appendix B of the report;

- (vi) to note the indicative Revenue Budgets for 2024/2025 to 2028/2029 as detailed in Appendix C of the report; and
- (vii) to approve one off payment to increase the uncommitted general reserve balance to the £60,000 minimum reserve recommended by the Treasurer.

VIII REVIEW OF SCHEME OF FLEXIBLE WORKING HOURS

There was submitted Report No TVJB5-2024 by the Assessor, presenting a revised scheme of flexible working hours for the Assessor and Electoral Registration Officer's Service which was attached as an appendix to the report.

The Joint Board agreed to approve the revised scheme.

IX DATE OF NEXT MEETING

The Joint Board agreed to note that the next meeting of the Joint Board would be held remotely on Monday, 17th June, 2024 at 9.00 am

The Joint Board resolved 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 items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Act.

X ASSESSOR AND ELECTORAL REGISTRATION OFFICER

Reference was made to Article IX of the Minute of Meeting of the Joint Board held on 20th November, 2023 wherein it was noted that the Assessor and Electoral Registration Officer, Mr Roy Christie, would resign on 31st January, 2024 and arrangements for his successor were currently being established.

There was submitted Agenda Note TVJB7-2024 reporting that in order to ensure continuity of service in the period between 31st January, 2024 and the date the new Assessor and Electoral Registration Officer took up post it would be necessary to appoint an Acting Assessor and Electoral Registration Officer and procedures in this regard were outlined.

The Joint Board agreed to appoint Mr Donald Allan, who held the position of Assistant Assessor and Electoral Registration Officer, as Acting Assessor and Electoral Registration Officer with effect from 1st February, 2024 until the new Assessor and Electoral Registration Officer took up post.

XI REVIEW OF STAFF STRUCTURE

There was submitted Report No TVJB6-2024 by the Assessor, presenting a revised staffing structure for the Assessor and Electoral Registration Officers' Service.

The Joint Board agreed to approve the revised staffing structure contained in the report.

Kevin CORDELL, Convener.