



## Future Meeting Arrangements June 2010 to June 2011

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5 February 2010

### Purpose of Report

- 1 To advise members of the proposed schedule of meetings for the Lothian Valuation Joint Board for the period to June 2011 and arrangements for meetings of the Joint Consultative Group.

### Main report

- 2 The meetings of the Lothian Valuation Joint Board have been arranged on an approximate twelve-week cycle adjusted, as far as possible, to take into account the meeting schedules of the constituent authorities represented on the Board.
- 3 It has been normal practice to schedule meetings of the Joint Consultative Group (JCG) approximately two weeks in advance of the Joint Board. However, as these meetings have been infrequent, agreement has been reached with the trade union (UNISON) that, apart from a scheduled JCG prior to the budget meeting on 6 February 2011, meetings will be arranged on an "on request" basis.
- 4 Proposed dates for meetings of the Joint Board and the JCG for the period to June 2011 are shown below. Specific meetings are included to consider the Joint Board's Revenue Budget for 2011/12 as well as the Unaudited Accounts for 2009/10 and 2010/11.

Proposed Date	Time
Friday 25 June 2010 (Unaudited Accounts)	To be confirmed
Monday 6 September 2010	10.30 am
Monday 29 November 2010	10.30 am
Friday 4 February 2011 (JCG)	To be confirmed
Friday 4 February 2011 (Revenue Budget)	To be confirmed
Monday 9 May 2011	10.30 am
Friday 24 June 2011 (Unaudited Accounts)	To be confirmed

- 5 The Local Authority Accounts (Scotland) Regulations 1985 require audited accounts to be approved by the Board within two months of receipt. Moving the meeting back one week to 29 November 2010 from the originally scheduled date of 6 December 2010 will enable the Board to meet this legislative requirement.

**Recommendation**

- 6 The Joint Board is requested to approve the schedule of meetings as detailed for the period June 2010 to June 2011.



Tom Aitchison  
Chief Executive and Clerk

27/01/10

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<b>Appendices</b>	None
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<b>Background Papers</b>	None