

Lothian Valuation Joint Board

Edinburgh, 4 February 2011

Present:-

City of Edinburgh Council – Councillors McIvor (Convener), Beckett, Buchan, Edie, Lowrie (substituting for Councillor Wheeler), Perry and Rust.

East Lothian Council – Councillor Bell

Midlothian Council – Councillor Beattie (Vice-Convener) and Russell

West Lothian Council – Councillors Anderson and Johnston

1 Note of Inquorate Meeting of Lothian Valuation Joint Board of 29 November 2010

Decision

To approve the recommendations in the note of the inquorate meeting of 29 November 2010.

2 Revenue Budget 2011/12 to 2013/14

The Board's Revenue Budget for 2011/12 with indicative budgets for 2012/13 and 2013/14 was presented. A detailed risk analysis had been undertaken as part of the 2011/12 budget process which had identified a number of potential risks highlighted in the report by the Treasurer.

The proposed budget for 2011/12 was £6,163,390 which was a reduction of £210,327 from the approved budget for 2010/11.

Decision

- 1) To approve the budget for 2011/12 and authorise the Treasurer to requisition the individual constituent councils for amounts as follows:

Constituent Council	Requisition 2011/12 £
City of Edinburgh	3,773,227
Midlothian	559,636
East Lothian	679,205

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West Lothian	1,151,322
Total	6,163,390

- 2) To approve the indicative budgets and requisitions for 2012/13 and 2013/14 as detailed in appendices 3 – 5 of the report by the Treasurer.
- 3) To note the risks identified in paragraph 6.3 of the report by the Treasurer.

(Reference – report by the Treasurer, submitted.)

3 Mid-Term Review – Treasury Management Activity – Annual Investment Strategy

Details were provided of the investment activity that had been undertaken on behalf on the Board during the first half of the 2010/11 Financial Year and an Investment Strategy for 2011/12 was proposed.

Decision

- 1) To note the investment activity undertaken on behalf of the Board.
- 2) To approve the Annual Investment Strategy as detailed in appendix 1 to the report by the Treasurer.

(Reference – report by the Treasurer, submitted.)

4 3 Year Budget Report 2011/12 – 2013/14

The Assessor provided an analysis of areas of significant growth and reduction in the Board's proposed budget for 2011-2014.

Decision

To approve the retention of the 2010/11 underspend for any required redundancies necessitated by budget constraints.

(Reference – report by the Assessor, submitted.)

5 Corporate and Service Plan 2011-2014

The Corporate and Service Plan was presented.

Decision

To note the Corporate and Service Plan 2011-2014.

(Reference – report by the Assessor, submitted.)

6 Voluntary Early Release Arrangement Policy

Details were provided of a Voluntary Early Release Arrangement Policy. The policy had been prepared to achieve business efficiencies and ease budget pressures. A voluntary early release may be approved when it could be shown to achieve business efficiencies, the costs were affordable and could be met from existing budgets.

Decision

To approve the Voluntary Early Release Arrangement Policy.

(Reference – report by the Assessor, submitted.)

7 Redundancy Procedure

Approval was sought for a redundancy procedure. The procedure would only be used in circumstances when all other avenues had been exhausted.

Decision

- 1) To approve the Redundancy Procedure.
- 2) That the Assessor seek approval from the Board before instigating the procedure for compulsory redundancies.

(Reference – report by the Assessor, submitted.)

8 Future Meeting Arrangements June 2011 to June 2012

A proposed schedule of meeting dates for the Joint Board and the Joint Consultative Group (JCG) for the period June 2011 to June 2012 was presented.

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Decision

- 1) To approve the following schedule of meetings of the Lothian Valuation Joint Board:

Date	Time	Venue
Friday, 24 June 2011 (Unaudited accounts)	To be confirmed	Edinburgh
Monday, 5 September 2011	10.30 am	Edinburgh
Monday, 28 November 2011	10.30 am	Edinburgh
Friday, 3 February 2012 (Revenue budget)	To be confirmed	Edinburgh
Monday, 23 April 2012	10.30 am	Edinburgh
Monday 11 June 2012	To be confirmed	Edinburgh
Friday, 29 June 2012 (Unaudited accounts)	To be confirmed	Edinburgh

- 2) That the Joint Consultative Group (JCG) meet on Friday, 3 February 2011 at a time to be confirmed.
- 3) To ask the Chief Executive and Clerk to report to a future meeting of the Board on the cost and viability of the use of video conferencing facilities for Board meetings.

(Reference – report by the Chief Executive and Clerk, submitted.)