

# **Lothian Valuation Joint Board**

**Edinburgh, 18 March 2013**

## **Present:-**

**City of Edinburgh Council** – Councillors Work (Convener), Bagshaw, Ricky Henderson, Howat, Keil, McVey, and Rust.

**East Lothian Council** – Councillor Gillies.

**Midlothian Council** – Councillor Bryant.

**West Lothian Council** – Councillors King, McCarra and Robertson (Vice-Convener).

## **1 Minute**

### **Decision**

To approve the minute of the Lothian Valuation Joint Board of 1 February 2013 as a correct record.

## **2 Future Meeting Arrangements June 2013 to June 2014**

### **Decision**

To approve the schedule of meetings as detailed for the period June 2013 to June 2014.

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

## **3 Projected Outturn 2012/13**

Details were given of the projected revenue outturn position to 31 March 2013. The report was based on expenditure as at period 10, 31 January and had been prepared in consultation with the Assessor.

Performance at this stage showed a net underspend of £113,000, mainly as a result of staff vacancy control.

The year-end position would be reviewed when the final accounts for 2012/13 were submitted to the Board.

**Decision**

To note the report.

(Reference – report by the Treasurer, submitted.)

**4 Annual Investment Strategy**

**Decision**

To approve the Annual Investment Strategy for 2013/14 as detailed in Appendix 1 to the report by the Treasurer.

(Reference – report by the Treasurer, submitted.)

**5 Assessor's Quarterly Progress Report to the Joint Board**

The Assessor presented an update on the service overview and priorities, current issues and the future direction of the Joint Board.

Attention was drawn to a number of matters including, the 2012 electoral registration canvass which had been completed on time and resources for the canvass and the Scottish Independence Referendum.

The Assessor also confirmed that comments had been received from 6 electors in response to the statement on the canvass envelope that read "Save taxpayers money - reply immediately to avoid a reminder or a home visit".

**Decision**

- 1) To note the Assessor's quarterly progress report.
- 2) To note the Board's request that cost details for the proposed extension of the voting age franchise to 16 and 17 year olds for the Scottish Independence Referendum to be included in future update reports.
- 3) To record the Board's support to canvassers who had been the victims of verbal and physical abuse whilst carrying out their duties.

(Reference – report by the Assessor and Electoral Registration Officer, submitted.)

## **6 Equalities Report 2013**

The Annual Report on Equalities for 2013 was presented. Details were provided of assessments carried out, the areas that needed attention and the processes that would be implemented to prevent future gaps in reporting.

### **Decision**

To note the report

(Reference – report by the Assessor and Electoral Registration Officer, submitted.)

## **7 Lothian Valuation Joint Board Annual Audit Plan 2012/13**

The Convener ruled that the following item, notice of which had been given at the start of the meeting, be considered as a matter of urgency in order to allow the matter to be dealt with promptly.

The external auditor's annual Audit Plan for the Board for 2012/13 was presented.

Brian Battison (Audit Scotland) addressed the Board and answered questions from members.

### **Decision**

- 1) To thank Brian Battison for his presentation.
- 2) To note the report.

(Reference – report by Audit Scotland, submitted.)

## **8 Valedictory – Ian Knowles, Finance Manager**

The Convener acknowledged the assistance given to the Board by Ian Knowles over the past years and wished him well following his early retirement from the Council in June 2013.