

# **Lothian Valuation Joint Board**

**Edinburgh, 17 March 2014**

**Present:-**

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

**East Lothian Council** – Councillor Gillies.

**Midlothian Council** – Councillors Bryant and Russell.

## **1 Minute**

### **Decision**

To approve the minute of the Lothian Valuation Joint Board of 7 February 2014 as a correct record.

## **2 Projected Outturn 2013/14**

Details were given of the Board's projected revenue outturn position to 31 March 2014. The report was based on period 10 expenditure at 31 January 2014 and had been prepared in consultation with the Assessor.

The projected outturn at this stage indicated a forecast of £6.009m which would result in a net underspend of £0.109m. The principal reasons for the variance were costs relating to employees, premises, transport, supplies and services and third party payments.

The year-end position would be reviewed when the final accounts for 2013/14 were submitted to the Board.

### **Decision**

To note the report.

(Reference – report by the Treasurer, submitted)

### **3 Annual Investment Strategy**

#### **Decision**

To approve the Annual Investment Strategy for 2014/15 as detailed in the appendix to the report by the Treasurer.

(Reference – report by the Treasurer, submitted)

### **4 Annual Audit Plan 2013-2014**

The external auditor's annual Audit Plan for the Board for 2013/14 was presented.

Stephen O'Hagan, Audit Scotland presented an overview of the Audit Plan and highlighted key audit issues and risks.

#### **Decision**

To note the Annual Audit Plan for 2013-2014.

(Reference – report by Audit Scotland, 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 2013/14 electoral registration canvass, resources for the canvass, the European Parliamentary election and the Scottish Independence Referendum.

Following consultation with Unison, approval was now sought for the new Policy for the Management of Work Related Stress.

#### **Decision**

1) To note the updates detailed in the Assessor's quarterly progress report.

- 2) To approve the Policy for the Management of Work Related Stress as set out in the appendix to the Assessor's report.

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