

# Lothian Valuation Joint Board

Edinburgh, 1 September 2014

**Present:**

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

**East Lothian Council** – Councillor Gillies.

**West Lothian Council** – Councillors King and McCarra.

## 1 Minute

**Decision**

To approve the minute of the Lothian Valuation Joint Board of 27 June 2014 as a correct record.

## 2 Assessor's Quarterly 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.

Members asked for clarification on the deadlines for registering to vote in the Scottish Referendum. The Assessor advised that registration applications must be received in the Assessor's office by post or electronically by midnight on Tuesday 2 September. The deadline for postal vote applications was 5pm on Wednesday 3 September.

Preparations towards the introduction of Individual Electoral Registration (IER) were almost complete. IER was scheduled to commence with effect from 19 September 2014.

**Decision**

- 1) To note the report.
- 2) To request the Assessor and Electoral Registration Officer to arrange a briefing session for elected members on Individual Electoral Registration.
- 3) To record the Board's thanks to the Assessor and her staff for their commitment in ensuring that the exceptionally high volume of work generated by the Referendum has been processed appropriately.

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

### **3 Period 4 Financial Statement 2014-2015**

The Board's actual and budgeted expenditure for the period to 31 July 2014 was reported together with a year end projection to 31 March 2015.

At this stage, the projected outturn indicated a potential net expenditure of £6.107m resulting in a net underspend of £0.011m.

#### **Decision**

To note the projected outturn position for 2014-2015.

(Reference – report by the Treasurer, submitted)

### **4 Report to Those Charged with Governance on the 2013-2014 Audit**

The External Auditor's report on the audit of the Joint Board's 2013-14 financial statements was presented. The report set out relevant matters arising from the audit which required to be reported under International Standard on Auditing (UK and Ireland) 260 (ISA 260).

Stephen O'Hagan, Senior Audit Manager, Audit Scotland highlighted the principal areas covered by the report and responded to questions from members.

#### **Decision**

- 1) Noted.
- 2) To request that future financial statements presented to the Board include an adjustment in the accounts to record depreciation of software licences and other software products to reflect their asset life before obsolescence in line with normal accounting practices.
- 3) To acknowledge the support and assistance provided by Board officers in preparing the report.

(Reference – report by Audit Scotland, submitted)