

Notice of Meeting and Agenda

Monday 16 November 2015 at 2:00pm
in the City Chambers, High Street, Edinburgh

**Please note change to
start time of meeting**

1 Order of Business

Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2 Declaration of Interests

Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3 Minute of the Lothian Valuation Joint Board of 7 September 2015
(circulated) – submitted for approval as a correct record

4 Period 7 Financial Statement 2015-16 – report by the Treasurer (circulated)

5 Revenue Budget 2016-17 – Board Update – report by the Treasurer
(circulated)

6 Mid Term Review – Treasury Management Activity – report by the Treasurer
(circulated)

7 Assessor's Quarterly Report to the Joint Board – report by the Assessor and Electoral Registration Officer (circulated)

8 Code of Conduct for Employees – report by the Assessor and Electoral Registration Officer (circulated)

9 Discretions Policy Statement – report by the Assessor and Electoral Registration Officer (circulated)

10 Managing Attendance Procedure – report by the Assessor and Electoral Registration Officer (circulated)

11 Recruitment and Selection Policy – report by the Assessor and Electoral Registration Officer (circulated)

12 Revised Records Management Policy – report by the Assessor and Electoral Registration Officer (circulated)

Andrew Kerr
Chief Executive and Clerk

Membership

The City of Edinburgh Council (9)

Councillor Nigel Bagshaw
Councillor Karen Doran
Councillor Ricky Henderson
Councillor Karen Keil
Councillor Alex Lunn
Councillor Mark McInnes
Councillor Adam McVey
Councillor Jason Rust
Councillor Norman Work (Convener)

Midlothian Council (2)

Councillor Jim Bryant
Councillor Margot Russell

West Lothian Council (3)

Councillor Dave King
Councillor Greg McCarra
Councillor Barry Robertson (Vice-Convener)

East Lothian Council (2)

Councillor Jim Gillies
Councillor John McNeil

Notes:

- (1) If you have any questions about the agenda or meeting arrangements, please contact Lesley Birrell | Governance Service - Committee Services | Legal, Risk and Compliance | Corporate Governance | City of Edinburgh Council | Business Centre 2:1 | Waverley Court | 4 East Market Street | Edinburgh | EH8 8BG | tel 0131 529 4240 | email lesley.birrell@edinburgh.gov.uk
- (2) A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the Main Reception Office, City Chambers, High Street, Edinburgh.
- (3) The agenda, minutes and public reports for this meeting can be viewed online by going to www.edinburgh.gov.uk/meetings. Members and Officers of the City of Edinburgh Council can also view them by going to the Orb home page and clicking on Committee Business.



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