

## Notice of Meeting and Agenda

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**Monday 8 February 2016 at 10.00am**  
**in the City Chambers, High Street, Edinburgh**

**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 16 November 2015**

(circulated) – submitted for approval as a correct record

**4 Solicitor to the Joint Board – report by the Chief Executive and Clerk**

(circulated)

**5 Revenue Budget 2016/17 – report by the Treasurer (circulated)**

**6 Budget Report 2016/17 – report by the Assessor and Electoral Registration Officer (circulated)**

**7 Annual Audit Plan 2015/16 – report by Audit Scotland (circulated)**

**8 Annual Investment Strategy – report by the Treasurer (circulated)**

**9 Operational Governance Framework Review 2016 – report by the Chief Executive and Clerk (circulated)**

**10 Managing Retirement Policy – report by the Assessor and Electoral Registration Officer (circulated)**

- 11 **Death Benefit Scheme** – report by the Assessor and Electoral Registration Officer (circulated)
- 12 **Special Leave Policy** – report by the Assessor and Electoral Registration Officer (circulated)
- 13 **Parental Leave Policy** – report by the Assessor and Electoral Registration Officer (circulated)
- 14 **Future Meeting Arrangements** – report by the Chief Executive and Clerk (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 | Committee Services | Strategy and Insight | Chief Executive | 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](mailto: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](http://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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