

# Lothian Valuation Joint Board

14 June 2021

Meeting held virtually by Teams

## Present:

**City of Edinburgh Council** – Councillors Key (Convener), Corbett, Doggart, Gordon, Gloyer, Griffiths (substituting for Councillor Doran), Henderson and Work.

**East Lothian Council** – Councillors Findlay and Goodfellow.

**Midlothian Council** – Councillors Smaill (substituting for Councillor Munro) and Russell.

**West Lothian Council** – Councillors Dodds, Doran-Timson and McGuire (Vice-Convener).

## 1 Minute

### Decision

To approve the minute of the Lothian Valuation Joint Board of 19 April 2021 as a correct record.

## 2 Interim Assessor's Annual Performance Report to the Lothian Valuation Joint Board

The Annual Performance Report by the Interim Assessor and Electoral Registration Officer was presented to the Board. It provided information on the overview of current service delivery, priorities, risks and future direction, accompanying the unaudited annual accounts for the year.

Statistical performance information provided in the report reflected upon the statutorily defined elements of the Assessor and ERO's key service delivery areas. Comment was also provided on other aspects of organisational activity.

### Decision

To note the report.

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

## 3 Unaudited Annual Accounts for the Year Ended 31st March 2021

The unaudited annual accounts were presented to the Board in accordance with the Local Authority Accounts (Scotland) Regulations 2014, which required that the

Lothian Valuation Joint Board  
14 June 2021

Annual Accounts for the year 2020/21 be presented to the Board no later than 31 August 2021.

**Decision**

- 1) To note the Unaudited Annual Accounts for the year ended 31st March 2021.
- 2) To note that the Audited Annual Accounts for 2020/21 would be presented to the Board on completion of the external audit.
- 3) To note that due to the timing of receipt of pension information, a pension liability adjustment of £0.075m will be made in the Audited Annual Accounts. The pension liability will decrease from £8.125m to £8.050m as a result of the Board's pension fund assets and obligations figures being revised to full-year actuals. This adjustment only affects unusable reserves and does not change the general reserve balance reported in paragraph 4.7 of the report.

(References – report by the Treasurer, submitted)

**4 Treasury Management Annual Report 2020/21**

The Treasury Management Annual Report for 2020/21 was presented, with information on the investment out-turn for the year.

**Decision**

To note the Treasury Management Annual Report 2020/21.

(References – report by the Treasurer, submitted)

**5 Review of Operational Governance Framework 2021**

The Operational Governance Framework required to be reviewed every five years in order to ensure the key documents which supported the internal controls, accountability and transparent operation of the Board remained fit for purpose. The review had been completed and appropriate changes were recommended.

**Decision**

- 1) To repeal the existing Lothian Valuation Joint Board Financial Regulations, Scheme of Delegation to Officers and Contract Standing Orders and approve in their place the documents set out in appendices 1 to 3 of the report, such repeal and approval to take effect from 15 June 2021.
- 2) To delegate authority to the Chief Executive and Clerk to take such actions and make such minor adjustments to the documents set out in appendices 1 to 3 as may be necessary to implement the decision of the Board in relation to the report.
- 3) To note that the Operational Governance Framework documents would be submitted for review at a minimum every five years.

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

## **6 Recruitment of a Permanent Assessor and Electoral Registration Officer**

An update was presented on the recruitment timetable for a permanent Assessor and Electoral Registration Officer.

### **Decision**

To note the revised recruitment timetable.

(References – report by the Treasurer, submitted)

## **7 Membership Update**

A report provided an update on the membership of the Board.

### **Decision**

- 1) To note West Lothian Council would appoint to the vacancy in due course.
- 2) To accept the reasons for Councillor Munro's absence.

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