

## **DUNBARTONSHIRE AND ARGYLL & BUTE VALUATION JOINT BOARD**

At a Meeting of the Dunbartonshire and Argyll & Bute Valuation Joint Board held in the Council Chambers, East Dunbartonshire Council, Tom Johnston House, Civic Way, Kirkintilloch on Friday, 20 June 2008 at 11.00 a.m.

**Present:** Councillors Donald McMillan, Argyll and Bute Council; Councillors Rhondda Geekie and Vaughan Moody, East Dunbartonshire Council; and Councillors Jim Brown and Jim Finn, West Dunbartonshire Council.

**Attending:** David Thomson, Assessor and Electoral Registration Officer; William Mathieson, Depute Assessor and Electoral Registration Officer; Alistair Boyd, Depute Assessor and Electoral Registration Officer; June Nelson, Principal Administration Officer; Joyce White, Executive Director of Corporate Services, West Dunbartonshire Council; David Connell, Head of Finance and ICT, West Dunbartonshire Council and Craig Stewart, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Vivien Dance and Ellen Morton (Argyll and Bute Council); and Councillors David McBride and Craig McLaughlin, West Dunbartonshire Council.

### **Councillor Vaughan Moody in the Chair**

#### **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Dunbartonshire and Argyll & Bute Valuation Joint Board held on 7 December 2007 were submitted and approved as a correct record.

#### **MINUTES OF MEETING OF THE PROPERTY SUB-COMMITTEE**

The Minutes of Meeting of the Valuation Joint Board Property Sub-Committee held on 7 January 2008 were submitted for information and noted.

#### **REVIEW OF VALUATION JOINT BOARD PROPERTY AND ACCOMMODATION**

A report was submitted by the Depute Assessor (Clydebank) providing an update on various issues relating to the Joint Board's property assets.

Having heard the Assessor and Electoral Registration Officer and Depute in elaboration and the Head of Finance and ICT, West Dunbartonshire Council, in answer to Members' questions, the Board agreed:-

- (1) to note the contents of the report, and approve the pursuance of the various options already indicated;
- (2) to note the unanticipated requirement to install emergency lighting in the Clydebank Office and to approve the unbudgeted expenditure of £11,000, as referred to in paragraph 3.1.1 of the report, on the basis that it is a legal requirement which had only now been identified, but which could not be ignored; and
- (3) to note that it was hoped that this unexpected item could be funded from a potential, but not guaranteed, underspend on employee costs as a result of turnover savings, which have been consistently achieved over the last few years.

### **TREASURER TO THE VALUATION JOINT BOARD**

A report was submitted by the Assessor and Electoral Registration Officer providing an update with respect to the position of Treasurer to the Board and making recommendation thereon.

Following discussion and having heard the Assessor and Electoral Registration Officer in further explanation, the Joint Board agreed to approve the appointment of Mrs. Joyce White, West Dunbartonshire Council's new Section 95 Chief Financial Officer, as Treasurer to the Joint Board.

The Chair, Councillor Moody, on behalf of the Board, wished Mrs. White every success in her new role as Treasurer to the Board. Councillor Moody also took the opportunity to pass on the Joint Board's thanks to David Connell for his service as Treasurer since January 2005.

### **PAYMENT OF VALUATION APPEALS PANEL SECRETARIES' EXPENSES**

A report was submitted by the Treasurer to the Valuation Joint Board presenting a proposed Schedule of Fees and Allowances payable to the secretaries of the Valuation Appeals Panel with effect from 1 July 2008.

The Joint Board agreed to approve the reimbursement of Assistant Secretaries' fees and expenses in accordance with the notes detailed in the Appendix to the report.

### **PAY MODERNISATION AND SINGLE STATUS**

A joint report was submitted by the Head of Human Resources & Organisational Development, West Dunbartonshire Council and the Depute Assessor (Clydebank) providing an update on the progress of the pay modernisation agenda and the implementation of the Single Status Agreement.

Following discussion and having heard Mr. Mathieson, Depute Assessor and Electoral Registration Officer, and Mrs. White, Treasurer, in further explanation and in answer to Members' questions, the Joint Board agreed to note the current position in relation to implementation of the Single Status Agreement and Pay Modernisation.

### **NON-DOMESTIC RATING AND DOMESTIC COUNCIL TAX VALUATION PROGRESS**

A report was submitted by the Assessor and Electoral Registration Officer:-

- (a) advising of progress in relation to the Assessor's Non-Domestic Rating Valuation function;
- (b) providing an update on matters relating to the funding of the Assessor's statutory designation for the Scottish gas networks; and
- (c) advising of progress in relation to the Assessor's Council Tax Valuation function.

Following discussion and having heard the Assessor and Electoral Registration Officer and relevant officers in further explanation and in answer to Members' questions, the Joint Board agreed to note:-

- (1) the progress in relation to disposal of Revaluation appeals and Council Tax proposals and the terms of the discussion that had taken place in respect of this matter;
- (2) the preparations that are underway to deliver the 2010 Revaluation timeously;
- (3) the progress in relation to maintenance of the Valuation Roll and the Council Tax Valuation Lists; and
- (4) the expenditure on training from the utilities grant provision.

### **ELECTORAL REGISTRATION**

A report was submitted by the Assessor and Electoral Registration Officer providing an update on the current position in relation to Electoral Registration.

Having heard the Principal Administration Officer and relevant officers in elaboration, the Joint Board agreed:-

- (1) to note the contents of the report; and
- (2) to approve expenditure up to a maximum of the grant funding of £23,370 to allow compliance with the Co-ordinated Online Record of Electors (CORE) Project data standards.

## **BEST VALUE & PERFORMANCE MANAGEMENT AND PLANNING - UPDATE**

A report was submitted by the Assessor and Electoral Registration Officer:-

- (a) providing an update on progress in relation to Best Value and, in particular, reporting on Key Performance Indicators (KPIs) for the year 2007/08;
- (b) seeking approval of the Service Plan for 2008-11 and the Annual Service Calendar for 2008/09; and
- (c) advising of the results from the Customer Consultation process during 2007/08.

Having heard the Assessor and Electoral Registration Officer in further explanation, the Joint Board agreed:-

- (1) to note the performance in relation to the KPIs for 2007/08;
- (2) to approve the KPI targets for 2008/09;
- (3) to approve the Service Plan for 2008-11 and the Annual Service Calendar for 2008/09; and
- (4) to note the positive results from the Customer Satisfaction Survey.

### **DATE OF NEXT MEETING**

It was agreed that the next meeting of the Valuation Joint Board would be held on Friday, 12 December 2008 in Campbeltown.

The meeting closed at 11.39 a.m.