



*Dunbartonshire and Argyll & Bute  
Valuation Joint Board*

Council Offices  
Garshake Road  
Dumbarton  
G82 3PU

3 June 2011

**PLEASE NOTE CHANGE OF VENUE**

Dear Sir/Madam

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

You are requested to attend a meeting of the above Board to be held **in Meeting Room 3, West Dunbartonshire Council Offices, Garshake Road, Dumbarton** on Friday, 10 June 2011 at 11.00 a.m.

The business is as shown on the enclosed agenda.

Tea and coffee will be provided at the meeting.

I shall be obliged if you will advise Craig Stewart (Tel. 01389 737251 email [craig.stewart@west-dunbarton.gov.uk](mailto:craig.stewart@west-dunbarton.gov.uk)) if you are unable to attend the meeting.

Yours faithfully

**ANDREW A. FRASER**

Clerk to the Valuation Joint Board

# DUNBARTONSHIRE AND ARGYLL & BUTE VALUATION JOINT BOARD

FRIDAY, 10 JUNE 2011

## AGENDA

**1. APOLOGIES**

**2. MINUTES OF PREVIOUS MEETING** (pages 1 - 5)

Submit for approval the Minutes of Meeting of the Valuation Joint Board held on 21 January 2011.

**3. REVENUE ESTIMATES – FORECAST BUDGET GAP – 2012/13 & 2013/14** (pages 7 - 10)

Submit report by the Treasurer advising of the indicative financial position in relation to the preparation of revenue budgets for the period 2012/14.

**4. ELECTORAL REGISTRATION** (pages 11 - 14)

Submit report by the Assessor and Electoral Registration Officer providing the Joint Board with an update of the current position in relation to Electoral Registration.

**5. BEST VALUE AND PERFORMANCE MANAGEMENT AND PLANNING – UPDATE** (pages 15 - 129)

Submit report by the Assessor and Electoral Registration Officer:-

- (a) providing an update on progress in relation to Best Value and, in particular, advising on external performance reports for the year 2010/11;
- (b) seeking approval of the Service Plan for 2011-14, and the Annual Service Calendar for 2011/12;
- (c) advising of the results from the Customer Consultation process during 2010/11; and
- (d) seeking approval of the Joint Board's updated Risk Register and Action Plan.

**6. NON-DOMESTIC RATING AND COUNCIL TAX VALUATION  
PROGRESS** (pages 131 - 133)

Submit report by the Assessor and Electoral Registration Officer:-

- (a) advising of progress in relation to the Assessor's Non-Domestic Rating Valuation function; and
- (b) advising of progress in relation to the Assessor's Council Tax Valuation function.

**7. STAFFING & PERSONNEL MATTERS - VARIOUS** (pages 135 - 148)

Submit report by the Assessor and Electoral Registration Officer:-

- (a) providing an update on the implementation of Pay Modernisation;
- (b) providing an update on the regulatory changes to the Local Government Pension Scheme by virtue of the 'Local Government Pension Scheme (Administration) (Scotland) Regulations 2008' and the 'Local Government (Discretionary Payments and Injury Benefits) (Scotland) Amendment Regulations 2009'; and
- (c) seeking approval of the revised Policy on Discretions for Early Retirement and Redundancy ("Policy on Discretions").

**8. CAPITAL BUILDING WORKS, 235 DUMBARTON ROAD, CLYDEBANK**  
(page 149 - 150)

Submit report by the Assessor and Electoral Registration Officer advising of progress in relation to planned building works at 235 Dumbarton Road, Clydebank.

**9. DATE OF NEXT MEETING**

It is suggested that the next meeting of the Valuation Joint Board be held in East Dunbartonshire at 11.00 a.m. on Friday, 25 November 2011.