

LANARKSHIRE VALUATION JOINT BOARD

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 5 December 2016

Convener:

Councillor John Cairney, South Lanarkshire Council

Councillors Present:

North Lanarkshire Council

Jim Hume, Peter Nolan

South Lanarkshire Council

Gordon Clark, Lesley McDonald, Alex McInnes, Alice Marie Mitchell, Jim Wardhaugh

Councillors' Apologies:

North Lanarkshire Council

David Baird, Robert Burrows, Alan Clinch, Kaye Harmon, Imtiaz Majid, Michael Ross (Depute)

South Lanarkshire Council

Brian McCaig, Bert Thomson

Attending:

Assessor and Electoral Registration Service

G Bennett, Assessor and Electoral Registration Officer

Clerk's Office

L Freeland, Clerk; P MacRae, Administration Officer, South Lanarkshire Council

Treasurer's Office

P Manning, Treasurer; L O'Hagan, Finance Manager (Strategy), South Lanarkshire Council

Also Attending:

Audit Scotland

Dave Richardson, Senior Audit Manager

Convener's Remarks

The Convener welcomed Dave Richardson from Audit Scotland, the Council's recently appointed External Auditors.

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Board held on 5 September 2016 were submitted for approval as a correct record.

The Board decided: that the minutes be approved as a correct record.

3 Minutes of Lanarkshire Valuation Joint Board Appeals Panel

The minutes of the meeting of the Lanarkshire Valuation Joint Board Appeals Panel held on 2 September 2016 were submitted for approval as a correct record.

The Board decided: that the minutes be approved as a correct record.

4 Revenue Budget Monitoring and Probable Outturn Position 2016/2017 - Lanarkshire Valuation Joint Board

A report dated 10 November 2016 by the Treasurer was submitted comparing the Board's actual expenditure at 14 October 2016 against the budgeted expenditure for 2016/2017 and providing a forecast for the year to 31 March 2017.

Following the probable outturn exercise, a draw of £0.095 million would be required from reserves, leaving a balance of £0.261 million to the balance sheet reserves at 31 March 2017.

The Treasurer responded to a member's question on financial charges.

The Board decided:

- (1) that the overspend on the Board's revenue budget of £0.028 million at 14 October 2016, as detailed in Appendix A to the report, be noted;
- (2) that the additional income from the Cabinet Office in relation to Individual Electoral Registration, as detailed in Appendix A to the report, be noted; and
- (3) that it be noted that, following the probable outturn exercise, there would be a draw on reserves of £0.095 million, leaving a balance of £0.261 million to the balance sheet reserves at 31 March 2017.

[Reference: Minutes of 7 December 2015 (Paragraph 3)]

5 Revenue Budget 2017/2018 - Lanarkshire Valuation Joint Board

A report dated 22 November 2016 by the Treasurer was submitted on the draft revenue budget for Lanarkshire Valuation Joint Board for 2017/2018.

The proposed budget totalled £4.088 million. Taking into account the current level of requisitions at £3.626 million and the anticipated funding of £0.274 million for Individual Electoral Registration from the Cabinet Office, this left a funding shortfall of £0.188 million which was required to deliver a balanced budget. It was considered that the shortfall could be met from the anticipated sum of £0.261 million which would be carried forward in the balance sheet at the end of 2016/2017.

The overall budget for 2017/2018, excluding the contribution from balances carried forward from 2016/2017, would be apportioned to both North and South Lanarkshire Councils at a level of 50% each. This would result in requisitions to each authority of £1.813 million, a decrease of £0.030 million each from the 2016/2017 requisition payments. The reduction in requisitions might require to be reconsidered following the announcement of the finalised Local Government Finance Settlement.

The Treasurer responded to a member's question on the requisition payments.

The Board decided: that the budget strategy, resulting in the sum of £4.088 million for 2017/2018 for the Lanarkshire Valuation Joint Board, be approved.

[Reference: Minutes of 7 December 2015 (Paragraph 4)]

6 Lanarkshire Valuation Joint Board Service Plan Update - January 2016 to December 2018

A report dated 7 December 2016 by the Assessor and Electoral Registration Officer was submitted on progress made, at December 2016, on the Lanarkshire Valuation Joint Board (LVJB) Service Plan for the period January 2016 to December 2018.

Progress was detailed in relation to:-

- ◆ key tasks undertaken by the Board
- ◆ specific areas of the Assessor and Electoral Registration Officer's duties

The Assessor and Electoral Registration Officer responded to a member's question on core activities undertaken by the Board.

The Board decided: that the progress achieved on the Lanarkshire Valuation Joint Board Service Plan for the period January 2016 to December 2018 be noted.

[Reference: Minutes of 7 December 2015 (Paragraph 5)]

7 Progress Update

A report dated 17 November 2016 by the Assessor and Electoral Registration Officer was submitted on:-

- ◆ an overview of the Service
- ◆ current issues and Service priorities
- ◆ an update on performance
- ◆ issues affecting the future direction of the Joint Board
- ◆ complaints received and dealt with since the last progress update report

Statistical information, illustrating progress made in terms of key areas of the work undertaken by Lanarkshire Valuation Joint Board, was provided in the appendices to the report.

The Assessor and Electoral Registration Officer responded to members' questions on various aspects of the report.

The Board decided: that the report be noted.

[Reference: Minutes of 5 September 2016 (Paragraph 7)]

8 Urgent Business

There were no items of urgent business.

