

Report

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Report to:	Lanarkshire Valuation Joint Board
Date of Meeting:	26 June 2017
Report by:	Clerk to the Lanarkshire Valuation Joint Board

Subject:	Adoption of Standing Orders on Procedures, Financial Regulations, Standing Orders on Contracts, Scheme of Delegation and Terms of Reference
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ request approval of the Board's revised:-
 - ◆ Standing Orders on Procedures
 - ◆ Standing Orders on Contracts
 - ◆ Scheme of Delegation
 - ◆ Financial Regulations
 - ◆ Terms of Reference for the Appeals and Grievance and Disputes Panels

2. Recommendation(s)

2.1. The Board is asked to approve the following recommendation(s):-

- (1) that the Standing Orders on Procedures, Financial Regulations, Standing Orders on Contracts, Scheme of Delegation and Terms of Reference for the Appeals and Grievance and Disputes Panels, as detailed in the supporting documentation pack, be approved.

3. Background

3.1. The Valuation Joint Boards (Scotland) Order 1995 established 10 Valuation Joint Boards throughout Scotland, including the Lanarkshire Valuation Joint Board (LVJB), and set out the constitution and proceedings for the Boards. Paragraph 5(5)(a) of Schedule 2 of the Valuation Joint Boards (Scotland) Order 1995 authorised the Board to adopt Standing Orders to assist it to carry out and regulate its functions.

4 Procedural Documentation and Terms of Reference

4.1. A separately circulated procedures document pack contains the proposed supporting documentation which will govern the operation of the Board going forward, namely the Standing Orders on Procedures, Standing Orders on Contracts, Scheme of Delegation and Financial Regulations.

4.2 The Lanarkshire Valuation Joint Board also has in place Panels which deal with disciplinary appeals and grievances respectively and the Terms of Reference for those Panels are also contained in the supporting documentation pack.

4.2 In line with normal practice, those documents have been reviewed by officers and are now presented for approval by the Board. In terms of the review, amendments

have been made to reflect actual practice, organisational and operational arrangements, terminology and legislative changes and requirements.

5. Employee Implications

5.1. None

6. Financial Implications

6.1. None

7. Other Implications

7.1. There are no implications for risk or sustainability in terms of the information contained in this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

8.2. Consultation has taken place with the Assessor and Electoral Registration Officer on the proposals and documentation presented in this report.

Lindsay Freeland
Clerk to the Board

31 May 2017

Previous References

None

List of Background Papers

- ◆ Standing Orders on Procedures
- ◆ Financial Regulations
- ◆ Standing Orders on Contracts
- ◆ Scheme of Delegation
- ◆ Terms of Reference for Associated Panels

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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