



## **Minute of Meeting of the Grampian Valuation Joint Board**

**Friday, 01 November 2019**

**Council Chambers, Council Office, High Street, Elgin, IV30 1BX**

### **PRESENT**

Councillor Frank Brown, Councillor Marion Buchan, Councillor Neil Copland, Councillor Bill Cormie, Councillor Theresa Coull, Councillor Alan Donnelly, Councillor Andy Kille, Councillor Graham Leadbitter, Councillor Neil MacGregor, Councillor Ron McKail, Councillor Brian Topping, Councillor Judy Whyte

### **APOLOGIES**

Councillor Charles Buchan, Councillor Gordon Graham, Councillor John Reynolds

### **IN ATTENDANCE**

Also in attendance at the above meeting were Ian Milton, Assessor and Electoral Registration Officer, Lorraine Paisey, Treasurer to the Board and Tracey Sutherland, Committee Services Officer.

#### **1. Chair**

The meeting was chaired by Councillor Graham Leadbitter.

#### **2. Welcome**

The Chair welcomed Councillor Marion Buchan to her first meeting of the Board. Councillor Buchan replaced Councillor Michael Roy, who resigned from the Board. The Board joined the Chair in thanking Councillor Roy for his contribution to the Board over the last couple of years.

The Board joined the Chair in wishing Councillor Ron Shepherd (Moray Council) a long and health retirement. Councillor Shepherd was previously chair of the Board.

#### **3. Declaration of Group Decisions and Members Interests \***

In terms of Standing Order 25 and the Councillor's Code of Conduct, there were no declarations from group leaders or spokesperson in regard to any prior decisions taken on how Members will vote on any item on the agenda or any declarations of Member's interests in respect of any item on the agenda.

#### **4. Minutes of the meeting of 23 August 2019**

The minute of the meeting of the Board dated 23 August 2019 was submitted and approved by the Board.

#### **5. Revenue Budget Monitoring Statement**

A report by the Treasurer asked the Board to consider the Revenue Budget Monitoring Statement for the 1 April to 30 September 2019.

The Treasurer updated the Board on the report to caution them that following the announcement that a General Election is going to take place on 12 December 2019 the forecast is now out of date.

During a lengthy discussion, Councillor Topping sought an update on the current vacancies within the service and information on any incentive schemes which could be used to attract successful candidates to the vacancies. In response the Assessor and Electoral Registration Officer agreed to write a report for a future meeting on possible solutions.

Following consideration, the Board agreed to note:-

- i) the revenue monitoring statement for the period 1 April to 30 September 2019; and
- ii) the estimated outturn forecast for the financial year 2019/20.

#### **6. 3 Year Financial Planning**

A report by the Treasurer asked the Board to consider different scenarios that will form the three year Revenue Budget from 2020/21 onwards and to discuss the operational issues facing the Assessor and Electoral Registration Officer (ERO) in the medium to long term.

During consideration, Councillor Kille proposed to amend recommendation 2.1 (i) to include the word 'estimated'. As there was no one otherwise minded the Board agreed to note the:

- i) estimated three year core budget for 2020/21;
- ii) various scenarios where the outturn is unpredictable, and the range of upper and lower limits;
- iii) operational issues facing the service; and
- iv) course of action to be taken ahead of the budget setting meeting in February 2020.

## **7. Valuation Roll and Council Tax Valuation**

A report by the Assessor and Electoral Registration Officer advised the Board of the current activities and performance levels achieved during the period 1 April to 30 September 2019.

The Board joined the Chair in commending the work carried out by all the staff.

Following consideration, the Board agreed to note the current position.

## **8. Register of Electors Annual Canvass**

A report by the Assessor and Electoral Registration Officer informed the Board of progress with the annual canvass.

Following consideration the Board agreed to note the content of the report.

## **9. Public Performance Report**

A report by the Assessor and Electoral Registration Officer sought approval for the publication of the eighteenth public performance report.

Following consideration the Board agreed to note the content and agree to the publication of the Public Performance Report provided as an appendix to this report.

## **10. IRRV Scottish Conference**

A report by the Assessor and Electoral Registration Officer advised the Board on the attendance at the Institute of Revenues, Rating and Valuation Scottish Conference.

Councillor Kille in agreement with Councillor Topping urged any Board members to attend the conference in the future as they both found it a worthwhile and interesting conference.

Following consideration the Board agreed to note the content of the report.

## **11. Question Time \*\*\***

No further questions were raised.