



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

**Friday, 21 June 2019**

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

### **PRESENT**

Councillor Frank Brown, Councillor Charles Buchan, Councillor Bill Cormie, Councillor Andy Kille, Councillor Graham Leadbitter, Councillor Neil MacGregor, Councillor Ron McKail, Councillor Michael Roy, Councillor Brian Topping, Councillor Judy Whyte, Councillor Neil Copland (for Councillor Sandy Stuart)

### **APOLOGIES**

Councillor Theresa Coull, Councillor Alan Donnelly, Councillor Gordon Graham, Councillor John Reynolds, Councillor Sandy Stuart

### **IN ATTENDANCE**

Also in attendance at the above meeting were the Assessor and Electoral Registration Officer, Head of Financial Services and Tracey Sutherland, Committee Services Officer.

#### **1. Chair**

The meeting was chaired by Councillor Graham Leadbitter.

#### **2. 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 Members' interests in respect of any item on the agenda.

#### **3. Minute of the Meeting of 1 February 2019**

The minute of the meeting of the Board dated 1 February 2019 was submitted and approved by the Board.

Councillor McKail sought an update on the reports on office space, pool cars and the budget setting for 2020/21. In response the Assessor and ERO confirmed that the office space and pool cars will be covered in the workshop scheduled to follow the next meeting of the Board in August. The Treasurer to the Board confirmed that a report will be brought to the Board in the autumn regarding the budget setting for 2020/21 as agreed at the meeting in February 2019.

#### **4. Revenue Budget Monitoring 1 April to 31 May 2019**

A report by the Treasurer asked the Board to consider the Revenue Budget Monitoring Statement for the period 1 April to 31 May 2019.

Following consideration the Board agreed to note the Revenue Monitoring Statement to 31 May 2019.

#### **5. Unaudited Accounts for 2018-19**

A report by the Treasurer to the Board asked the Board to consider the unaudited Annual Accounts for the Grampian Valuation Joint Board for the year ended 31 March 2019.

Councillor McKail sought clarification on when the constituent authorities will receive the refunds. The Treasurer to the Board confirmed that the refunds will be processed immediately after the accounts have been audited which will be around September/October.

Following consideration the Board agreed to note the unaudited Annual Accounts of the Grampian Valuation Joint Board for the year ending 31 March 2019.

#### **6. Complaints Report**

A report by the Assessor and ERO sought to update the Board on the complaints handling performance for the previous year.

Following consideration the Board agreed to note the complaints handling performance.

#### **7. Governance Report**

A report by the Assessor and ERO advised the Board of equalities mainstreaming activities and updated the Board of the introduction of a register of interests for Officers.

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

#### **8. Register of Electors Report**

A report by the Assessor and ERO updated Members on IER grant funding from the government, an update on the new electoral registration system, the European Union Parliamentary elections and the arrangements for the 2019 canvass.

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

## **9. Valuation Roll and Council Tax Report**

A report by the Assessor and ERO updated the Board on progress in appeal resolution and advised the Board of the performance levels achieved during 2018/19.

The report also updated the Board on the progress of the reforms to non-domestic rates (NDR) and the related implications for Assessors.

Following consideration the Board agreed to note the appeal progress and the performance information.

## **10. Risk Report**

A report by the Assessor and ERO advised the Board on the current risk management position.

Following consideration the Board agreed to note the current version of the risk register and the plans for future reviews.

## **11. IRRV Conference 2019 Report**

A report by the Assessor and ERO advised the Board in relation to the Institute of Revenues, Rating and Valuation (IRRV) Annual Scottish Conference and to seek approval for representation at the conference.

Following consideration, Councillor Kille was nominated to attend the conference. Any other nominations to be sent to the Assessor and ERO.

## **12. Question Time \*\*\***

No further questions were submitted.