

MINUTE of MEETING of CENTRAL SCOTLAND VALUATION JOINT BOARD held within HILLSIDE HOUSE, LAURELHILL, STIRLING on FRIDAY 26 NOVEMBER 2010 at 10 a.m.

PRESENT: Depute Provost McLaren; Councillors Biggam, Goss, MacDonald, McNeill, and Simpson.

CONVENER: Councillor Simpson.

APOLOGIES: Councillors Blackwood, Hughes, Nimmo, Paterson and Patrick.

ATTENDING: Assessor; L Shaw (Assistant to Treasurer); Assistant Assessor (I MacGregor) and Assistant to Clerk (S Barton).

DECLARATIONS OF INTEREST: None.

VJB18. MINUTE

There was submitted (circulated) and **APPROVED** Minute of Meeting of Central Scotland Valuation Joint Board held on 10 September 2010.

VJB19. RISK ASSESSMENT REPORT (CONTINUATION)

With reference to the Minute of Meeting of the Valuation Joint Board held on 10 September 2010 (Paragraph VJB13 refers) there was submitted Report (circulated) by the Assessor/Electoral Registration Officer along with a copy of a Report previously submitted presenting for consideration the risk strategy which was agreed as part of the Internal Audit Report submitted to the Board in June 2010.

The Valuation Joint Board **NOTED** that colour copies of the appendices to the report had been e-mailed to Members in colour, to allow further scrutiny to be undertaken.

AGREED to approve the Risk Management Strategy.

VJB20. REVENUE BUDGET 2010/11 – REVIEW AS AT 31.10.10

There was submitted Report (circulated) by the Treasurer advising of the forecast outturn for the financial year ending 31 March 2011.

Discussion took place on car allowances, travel expenses and transport costs for employees.

NOTED the contents of the Report.

VJB21. REDUNDANCY POLICY AND EMPLOYMENT TERMINATION POLICY

There was submitted Report (circulated) dated 11 November 2010 by the Assessor/Electoral Registration Officer providing for approval copies of the Board specific Redundancy Policy and associated Employment Termination Payments Policy.

AGREED to approve the Redundancy Policy and associated Employment Termination Payments Policy for the Valuation Joint Board.

VJB22. UPDATE ON REVALUATION 2010

There was submitted Report (circulated) dated 12 November 2010 by the Depute Assessor (a) providing information on the 2010 revaluation which came into effect on 1st April 2010; (b) advising that there have been 3800 revaluation appeals lodged, and (c) updating on the timetable and arrangements for hearing the appeals.

Discussion took place on the effects of the current economic climate on rateable values.

NOTED the contents of the Report.

VJB23. CUSTOMER SURVEY – TELEPHONE QUESTIONNAIRE

There was submitted Report (circulated) dated 3 November 2010 by the Depute Assessor providing information on the telephone questionnaire customer survey which had been undertaken between May and October 2010.

Discussion took place on the following:-

- The number of calls to the service per annum
- The possibility of a similar survey for users of the Assessors portal

NOTED the positive results of the customer survey.

AGREED to commend the staff involved on their performance.

VJB24. DATES FOR FUTURE MEETINGS

There was submitted Report (circulated) dated 12 November 2010 by the Clerk to the Valuation Joint Board proposing dates and venues for meetings of the Board in 2011.

AGREED:-

- (1) to approve the following dates for Ordinary Meetings in 2011:-

Friday 4 March 2011 at 10am in Hillside House, Stirling

Friday 17 June 2011 at 10am in Hillside House, Stirling

Friday 9 September 2011 at 10am in Hillside House, Stirling

Friday 18 November 2011 at 10am in Hillside House, Stirling

- (2) to hold a Special Meeting of the Board on 28 January 2011 to be held in the Municipal Buildings, Falkirk for the purpose of considering the budget, and
- (3) to note that Special Meetings of the Board may be convened as necessary outwith the planned timetable.