

**MINUTE of MEETING of CENTRAL SCOTLAND VALUATION JOINT BOARD
held within HILLSIDE HOUSE, STIRLING on FRIDAY 20 MARCH 2015 at 9.30
a.m.**

COUNCILLORS:

Margaret Brisley
Gordon Hughes
Charles MacDonald (Convener)
Rosie Murray
Cecil Meiklejohn
Alan Nimmo
Sandy Turner

OFFICERS:

Ashley MacGregor, Assistant to the Treasurer
Brian Pirie, Assistant to the Clerk
Jane Wanless, Assistant Assessor
Peter Wildman, Assessor and Electoral Registration
Officer

VJB37. APOLOGIES

Apologies were intimated on behalf of Councillors McChord and Mahoney.

VJB38. DECLARATIONS OF INTEREST

No declarations were made.

VJB39. MINUTE

The minute of the meeting held on 23 January 2015 was approved.

VJB40. REVENUE BUDGET 2014/15 – REVIEW AS AT 31.01.15

The Board considered a report by the Treasurer presenting the year end outturn.

The revenue budget for 2014/15 was £2.539m. The projected year end outturn was £2.312m.

The report summarised the reasons for the projected underspend of £227,000. In addition to a reduction in salary costs due to the Depute Assessor post vacancy, additional funding relating to extraordinary referendum costs (£32,000) and individual Elector Registration advertising (£36,000).

The Assessor confirmed that all additional costs in regard to the Referendum had been met by the Scottish Government.

Decision

The Board noted the report.

VJB41. MANAGEMENT TEAM RESTRUCTURE

The Board considered a report by the Assessor and Electoral Registration Officer proposing a revision to the management team structure.

Following a review of the current management team structure, the Assessor and Electoral and Registration Officer proposed a revised structure. This, in addition to ensuring the effective delivery of services, would result in savings to the Board. It was proposed that the post of Depute Assessor is deleted and the post of Assistant Assessor is enhanced. In addition, it was proposed that the Assistant Assessor is appointed as a depute Electoral Registration Officer in terms of the Representation of the People Act 1983. It was anticipated that the proposed restructure would realise savings of £76,000 a year and would be followed by further restructuring within the service. It was proposed that £15,000 is retained to facilitate, if necessary, further restructure.

Decision

The Board AGREED:-

- (1) the first phase of the restructure - the removal of the Depute Assessor's post and the enhancement of the current Assistant Assessor's post.**
- (2) the retention of £15,000 to be available, if necessary, to facilitate the further restructure of the organisation.**