

## **DUNBARTONSHIRE AND ARGYLL & BUTE VALUATION JOINT BOARD**

At a Meeting of the Dunbartonshire and Argyll & Bute Valuation Joint Board held within Committee Room 2, Council Offices, Garshake Road, Dumbarton on Friday, 15 September, 2000.

**Present:** Councillors George Freeman, Ronald Kinloch and John Stirling, Argyll & Bute Council; Provost Robin McSkimming and Councillors Rhondda Geekie and Keith Moody, East Dunbartonshire Council; and Councillors Mary Campbell and James McCallum, West Dunbartonshire Council.

**Attending:** David Rooney (for the Clerk to the Board); Duncan Wilson, Assessor and Electoral Registration Officer; Brian Byrne, Depute Assessor and Electoral Registration Officer; Martin Ritch and June Nelson, Senior Administrative Officers; Eric Walker, Treasurer; David Connell, Chief Accountant; and Peter Rudzinski, Information Services Client Manager (for Head of Information Services).

**Apologies:** Apologies for absence were intimated on behalf of Councillors Robin Currie and Elspeth McTaggart, Argyll & Bute Council; Councillors Anne Cameron and Alan Brown, East Dunbartonshire Council; and Councillors Craig McLaughlin and Andrew White, West Dunbartonshire Council.

**Councillor Keith Moody in the Chair**

### **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Dunbartonshire and Argyll & Bute Valuation Joint Board held on 23 June 2000 were submitted and approved.

With regard to the item in the above Minutes under the heading "Capital Plan 2000/01" the Treasurer advised that West Dunbartonshire Council's contribution in respect of the Board's Capital Expenditure Plan for 2000/01, amounting to £10,655, had been approved at the August, 2000 meeting of that Authority.

### **FINANCE**

#### **(a) Annual Report and Final Accounts for Year Ending 31 March, 1999**

There was submitted a report by the Treasurer regarding the Annual Report and Final Accounts for the Year Ending 31 March 1999 which had now been audited.

It was agreed to note the contents of the report.

**(b) Draft Annual Report and Final Accounts (Unaudited) for Year Ending 31 March, 2000.**

There was submitted a report by the Treasurer regarding the Draft Annual Report and Final Accounts (Unaudited) for Year Ending 31 March 2000.

It was agreed to note the contents of the report and that, once audited, the final Report and Accounts will be submitted to the Valuation Joint Board for information.

Note: Councillor Stirling entered the meeting during consideration of the above item of business.

**(c) Capital Plan 2000/2001**

It was noted that the position relative to the contribution due from West Dunbartonshire Council in respect of the Capital Plan 2000/2001 had been covered by the Treasurer under the item "Minutes of Previous Meeting" above.

**(d) Capital Plan 2001/2002**

There was submitted a report by the Treasurer presenting the draft Capital Estimates for 2001/2002 for consideration.

After hearing the Treasurer and the Assessor and Electoral Registration Officer it was agreed:-

- (a) that the 2001/02 Capital Plan be approved on the basis of the Total Bid amounting to £47,191, as detailed in Appendix 1 to the report; and
- (b) that the requisition on the constituent Councils be based on each Council's relevant GAE figures.

Note: Mr. Walker left the meeting following consideration of the above items of business.

## **PROPERTY MATTERS**

**(a) Title Deeds/User Agreements etc.**

There was submitted a report by the Clerk to the Joint Board advising Members of progress in respect of the formalisation of a Lease Agreement between the Joint Board and Greater Glasgow Health Board (GGHB) to regulate their occupation of the Chiropody Clinic situated within the Joint Board Offices at 235 Dumbarton Road, Clydebank.

It was noted that GGHB had indicated to West Dunbartonshire Council's Estates Officer that they wished to terminate their occupation of the Chiropody Clinic and seek more suitable premises.

Following discussion it was agreed that consideration be continued to the next meeting of the Joint Board and that the Assessor and Electoral Registration Officer be authorised to pursue the matter with the relevant officer within GGHB in order that the issue may be resolved without further delay.

**(b) Heating System - 235 Dumbarton Road, Clydebank**

There was submitted a report by the Director of Commercial and Technical Services, West Dunbartonshire Council, advising the Joint Board of the outcome of a survey of the space and water heating system within the premises at 235 Dumbarton Road, Clydebank and recommending improvements.

It was agreed to approve:-

- (1) the implementation of improvements to the heating controls at an estimated cost of £8,300; and
- (2) the allocation of £7,200 to fund associated fabric upgrading.

### **INFORMATION SERVICES**

There was submitted a report by the Chief Executive, West Dunbartonshire Council providing an update on the computer and other systems currently used by the Valuation Joint Board.

After hearing the Information Services Client Manager, West Dunbartonshire Council, and following discussion it was agreed to note:-

- (a) that a new computer server had been purchased to replace the two existing servers which host the Assessor's computer systems and whilst technical difficulties would cause a slight delay in combining the two systems, there would be no implications for the present service provision;
- (b) that changes are being made to the Electoral Registration Computer System to reflect legislative changes; and
- (c) that the capital requirements for the financial year 2001/2002 relative to this matter had been approved as part of the 2001/02 Capital Plan considered earlier in the meeting.

It was also agreed that reports be submitted to the next meeting of the Joint Board (1) providing an update on the operation of the new server referred to in (a) above, and (2) detailing proposed arrangements for the disposal of old PCs which have been replaced by more modern equipment to Community Groups, etc. on a pro rata basis.

## **BEST VALUE**

There was submitted a report by the Depute Assessor providing details of progress made with respect to Best Value.

It was agreed that the contents of the report be noted and that further progress would be reported to the Joint Board in due course.

## **ELECTORAL REGISTRATION**

There was submitted a report by the Assessor & Electoral Registration Officer on changes to electoral registration procedures arising as a direct result of the Representation of the People Act 2000 and related funding implications.

After hearing the Assessor & Electoral Registration Officer it was noted:-

- (a) that in accordance with the decision of the Joint Board on 23 June, 2000 the Convener had written to the Scotland Office, to COSLA and to the Chief Executives of the Board's Constituent Councils requesting them to write independently to the Scotland Office supporting the principle of separate funding for Valuation Joint Boards;
- (b) that to date no response had been received from COSLA; and
- (c) that with respect to the response which had been received from Mr. Ewan MacLean, Head of Home Affairs Branch of the Scotland Office, a copy of which was appended to the report, Mr. MacLean had subsequently acknowledged that the statement contained in the letter, to the effect that changes to procedures have been introduced after sustained lobbying by electoral registration officers over a number of years and following recommendations from the Working Party on Electoral Procedures on which representatives of electoral administrators served, was inaccurate.

Following discussion it was agreed:-

- (1) that the contents of the report be noted;
- (2) that it be noted that the Revenue Budget for 2001/2002 will require to reflect some or all of the changes referred to in Appendix A to the report, depending on the outcome of future regulations; and
- (3) that approval be given to proceed as necessary this year with essential preparations relating to the Representation of the People Act 2000 as it affects the electoral registration function in the area administered by the Board.

Note: Councillor Campbell left the meeting during consideration of the above item.

## **VALEDICTORY - CHRISTINE MACKAY**

Mr. Wilson advised that in accordance with the sentiments expressed at the meeting of the Joint Board on 23 June, 2000, he had arranged for a bouquet of flowers to be sent to Christine Mackay on behalf of the Board as an acknowledgement of her service to the Board on the occasion of her retirement from local government service and Christine had telephoned him to thank the Members of the Board for the gift.

### **DATE OF NEXT MEETING**

Mr. Connell suggested that it may be prudent to bring forward the next meeting of the Board from January, 2001 to a date in December as the three constituent Authorities would require to set their budgets earlier than normal in respect of the 2001/02 financial year.

Having regard to the above it was agreed that the next meeting would be held on Friday, 15 December, 2000 at 11.00 a.m. within the Council Offices, Garshake Road, Dumbarton.

It was also agreed that the Clerk would write to all Members who were not in attendance to advise of the arrangements for the next meeting and the reason for bringing it forward.