

**MINUTE of MEETING of CENTRAL SCOTLAND VALUATION JOINT BOARD held within HILLSIDE HOUSE, STIRLING on FRIDAY 18 NOVEMBER 2011 at 10.00 a.m.**

**PRESENT:** Councillors Biggam, Blackwood, Goss, Hughes, C MacDonald, McLaren, McNeill, Nimmo, Paterson, Patrick, Ritchie and Simpson.

**CONVENER:** Councillor Simpson.

**APOLOGY** Councillor Balsillie.

**ATTENDING:** Assessor and Electoral Registration Officer; Assistant Assessor; Assistant to Treasurer (L Shaw) and Assistant to Clerk (S Barton)

**DECLARATIONS OF INTEREST:** None.

**VJB13. MINUTE**

There was submitted (circulated) and **APPROVED** Minute of Meeting of Central Scotland Valuation Joint Board held on 9 September 2011.

**VJB14. URGENT ITEM**

The Convener, Councillor Simpson, advised that in accordance with Standing Order 10 (1) he had **AGREED** to accept the following Report as an urgent item namely an Internal Audit Report in relation to Risk Management given that the Joint Board has to be kept updated on progress with regard to this issue.

**VJB15. INTERNAL AUDIT REPORT**

There was submitted Report (tabled) by the Revenue and Payments Manager, Clackmannanshire Council presenting the final Internal Audit Report in relation to Risk Management – Valuation Joint Board.

**NOTED** the contents of the Report.

**VJB16. REVENUE BUDGET 2011/12 – REVIEW AS AT 31/10/11**

There was submitted Report (circulated) by the Treasurer advising of the forecast outturn for the financial year ending 31 March 2012.

Discussion took place on the following:-

- the implications of the increased workload and the proposed change in staffing structure
- the costs of voluntary severance packages

**NOTED** the contents of the Report.

#### **VJB17. INTERIM VALUATION PERFORMANCE REPORT**

There was submitted Report (circulated) by the Assistant Assessor (a) providing performance information for the first six months of the financial year, and (b) showing how elements of the Assessor's workload are progressing.

Discussion took place on the following:-

- how the Assessor's office is notified of new house building
- the importance of relationships with builders and Council planning departments
- the impact of Council regeneration schemes on the Council Tax roll

**NOTED** the performance achieved at this part year stage.

#### **VJB18. APPEAL DISPOSAL**

There was submitted Report (circulated) by the Assistant Assessor (a) providing an update on progress made with the current revaluation process, and (b) outlining the details and the numbers of appeals received in relation to the current revaluation.

Discussion took place on the following:

- the substantial increase in the number of appeals submitted
- the strict timetable for dealing with appeals
- the appeals process which can ultimately lead to referral to the Court of Session
- the cost to the Board of legal cases

**NOTED** the contents of the Report.

#### **VJB19. DATES FOR FUTURE MEETINGS**

There was submitted Report (circulated) by the Clerk to the Joint Board proposing dates and venues for meetings of the Valuation Joint Board for 2012.

**AGREED:-**

- (1) to approve the date of Friday 24 February 2012 for an Ordinary meeting of the Joint Board;
- (2) that a Special Meeting of the Joint Board be held on Friday 27 January 2012, and
- (3) to note that Special Meetings of the Board may be convened as necessary outwith the planned timetable.