

**MINUTE of MEETING of CENTRAL SCOTLAND VALUATION JOINT BOARD
held within HILLSIDE HOUSE, LAURELHILL, STIRLING on WEDNESDAY 18
JUNE 2008 at 2.00 p.m.**

PRESENT: Depute Provost McLaren; Councillors Balsillie, Biggam, Carleschi, Goss, Jackson, MacDonald, McNeill, Nimmo, Paterson and Simpson.

CONVENER: Councillor Simpson.

APOLOGIES: Councillors Blackwood, Campbell Hughes and Patrick.

ATTENDING: Assessor, Depute Assessor; Clerk, Treasurer and Assistant to the Clerk (D Kelly).

VJB1. MINUTE

There was submitted (circulated) and **APPROVED** Minute of Meeting of Central Scotland Valuation Joint Board held on 1 February 2008.

VJB2. DRAFT FINAL ACCOUNTS AS AT 31 MARCH 2008

There was submitted Report (circulated) dated 18 June 2008 by the Treasurer (a) presenting the draft final accounts to the Joint Board and (b) advising that a final audited set of accounts together with the auditor's report would be presented to a future meeting of the Joint Board.

Discussion took place on the level of resources.

NOTED the contents of the report and the draft financial position as at 31 March 2008.

VJB3. ELECTORAL REGISTRATION REPORT

There was submitted Report (circulated) by the Depute Electoral Registration Officer dated 18 June 2008 advising of the recent collection of Personal Identifiers for absent voters.

Discussion took place on the following:-

- Checking and verification of names within households
- Increase in applications for postal votes
- Processes for dealing with signatures that do not correspond
- Provision for forces personnel
- Arrangements for blind/partially sighted voters
- Status of temporary residents at European elections

NOTED the contents of the report.

VJB4. ASSESSOR'S BEST VALUE REPORT

There was submitted Report (circulated) by the Depute Assessor dated 2 June 2008 detailing performance levels on work completed between 1 April 2007 and 31 March 2008 in terms of the Best Value regime.

NOTED the continuing progress in terms of Best Value.

VJB5. DOMESTIC PROPERTIES AUDIT REPORT

There was submitted Report (circulated) by the Assessor dated 5 June 2008 (a) providing a copy of the review of the Assessor's Domestic Properties System undertaken by Clackmannanshire Council's Internal Audit Section, particularly in relation to the controls in place to ensure that domestic properties are correctly entered in the Valuation List; and (b) providing information on the recommendations which resulted from the Review.

NOTED the contents of the Report.

VJB6. ANTI-HARASSMENT POLICY & CODE OF PRACTICE

There was submitted Report (circulated) dated 10 June 2008 by the Assistant Assessor (West Division) (a) advising of the proposed introduction of an Anti-Harassment Policy and Code of Practice; and (b) providing a copy of the Policy for members approval.

AGREED to approve and adopt the proposed Anti-Harassment Policy and Code of Practice.

VJB7. GENDER EQUALITY SCHEME

There was submitted Report (circulated) dated 10 June 2008 by the Assistant Assessor (West Division) (a) advising of the Annual Progress Report in respect of the Board's Gender Equality Scheme; and (b) seeking approval of the Annual Report.

AGREED to approve the proposed Gender Equality Scheme Annual Report.

CENTRAL SCOTLAND VALUATION JOINT BOARD

Subject: DATES FOR FUTURE MEETINGS 2008/09
Meeting: CENTRAL SCOTLAND VALUATION JOINT BOARD
Date: 29 August 2008
Author: CLERK TO THE BOARD

1. INTRODUCTION

- 1.1 The purpose of this Report is to propose dates and venues for ordinary meetings of the Valuation Joint Board for 2008/09

2. PROPOSALS

- 2.1 It is proposed that the Board meet on the undernoted dates:-

Friday 24 October 2008 at 10am in Hillside House, Stirling
Friday 6 February 2009 at 10am in Hillside House, Stirling

- 2.2 Members are asked to note that Special Meetings of the Board may be convened outwith the proposed timetable.

3. RECOMMENDATIONS

- 3.1 The Valuation Joint Board is invited to

- (a) approve the proposed dates for Ordinary Meetings of the Board to February 2009; and
- (b) note that Special Meetings of the Board may be convened as necessary outwith the planned timetable.

.....
Clerk to the Board

Date: 21 August 2008

Contact Officer: Shona Barton

LIST OF BACKGROUND PAPERS

NIL