

# LANARKSHIRE VALUATION JOINT BOARD

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Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 2 March 2020

**Convener:**

Councillor Alex McVey, North Lanarkshire Council

**Councillors Present:**

**North Lanarkshire Council**

Councillor Bob Burgess, Councillor Jim Reddin, Councillor William Shields

**South Lanarkshire Council**

Councillor Walter Brogan, Councillor Peter Craig, Councillor Isobel Dorman, Councillor Lynsey Hamilton (Depute), Councillor Ann Le Blond, Councillor Jim Wardhaugh

**Councillors' Apologies:**

**North Lanarkshire Council**

Councillor Lynne Anderson, Councillor Tom Castles, Councillor Caroline Stephen, Councillor Annette Valentine

**South Lanarkshire Council**

Councillor Poppy Corbett, Councillor Geri Gray

**Attending:**

**Assessor and Electoral Registration Service**

G Bennett, Assessor and Electoral Registration Officer

**Clerk's Office**

C Sneddon, Clerk; P MacRae, Administration Officer, South Lanarkshire Council

**Treasurer's Office**

P Manning, Treasurer; L O'Hagan, Finance Manager (Strategy), South Lanarkshire Council

**Also Attending:**

**Audit Scotland**

B Gillespie, Lead Auditor

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## Convener's Remarks

The Convener welcomed Cleland Sneddon, Chief Executive, South Lanarkshire Council, to his first meeting as Clerk to the Lanarkshire Valuation Joint Board.

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## 1 Declaration of Interests

No interests were declared.

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## 2 Minutes of Previous Meeting

The minutes of the meeting of the Board held on 2 December 2019 were submitted for approval as a correct record.

**The Board decided:** that the minutes be approved as a correct record.

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### **3 Revenue Budget Monitoring and Probable Outturn Position 2019/2020 - Lanarkshire Valuation Joint Board**

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A report dated 31 January 2020 by the Treasurer was submitted comparing the Board's actual expenditure at 31 January 2020 against the budgeted expenditure for 2019/2020 and providing a forecast for the year to 31 March 2020.

As at 31 January 2020, there was an underspend of £0.545 million on the Board's revenue budget. Following the probable outturn exercise, the position was an anticipated underspend of £0.635 million resulting in a transfer to Reserves of £0.465 million. This would leave a balance of £0.889 million to be carried into 2020/2021.

#### **The Board decided:**

- (1) that the underspend on the Board's revenue budget of £0.545 million at 31 January 2020, as detailed in Appendix A to the report, be noted; and
- (2) that it be noted that, following the probable outturn exercise, there would be an underspend of £0.635 million resulting in a transfer to Reserves of £0.465 million, leaving a Reserves balance of £0.889 million at 31 March 2020.

*[Reference: Minutes of 2 December 2019 (Paragraph 3)]*

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### **4 Risk Register Update 2020**

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A report dated 13 February 2020 by the Assessor and Electoral Registration Officer was submitted on the review and update of Lanarkshire Valuation Joint Board's Risk Register for 2020.

The Board's Organisational Risk Register had been fully reviewed by the management team and updated to reflect a reassessment of existing risks on the register and to document new risks which had emerged.

The review had identified 41 risks, which had been categorised as follows:-

- ◆ 3 as high risk
- ◆ 18 as medium risk
- ◆ 20 as low risk

The updated register was attached as Appendix 1 to the report. The Risk Scoring Matrix, which explained the allocation of inherent and residual risk, was attached as Appendix 2 to the report.

Officers responded to members' questions on various aspects of the report.

**The Board decided:** that the report be noted.

*[Reference: Minutes of 4 March 2019 (Paragraph 7)]*

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### **5 Progress Update**

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A report dated 13 February 2020 by the Assessor and Electoral Registration Officer was submitted on:-

- ◆ an overview of the Service
- ◆ current issues and Service priorities

- ◆ an update on performance
- ◆ issues affecting the future direction of the Joint Board
- ◆ complaints received and dealt with since the last progress update report

Statistical information, illustrating progress made in terms of key areas of the work undertaken by Lanarkshire Valuation Joint Board, was provided in the appendices to the report.

In response to a member's question, the Assessor and Electoral Registration Officer advised that the higher level of valuation appeals in South Lanarkshire could be attributed to the degree of housebuilding in the South Lanarkshire area.

**The Board decided:** that the report be noted.

*[Reference: Minutes of 2 December 2019 (Paragraph 7)]*

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## **6 Urgent Business**

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There were no items of urgent business.