

# Lothian Valuation Joint Board

Edinburgh, 5 November 2018

## Present:

**City of Edinburgh Council** – Councillors Key (Convener), Cameron (substituting for Councillor Doran), Corbett, Daggart, Gordon, Gloyer, Rust and Work.

**East Lothian Council** – Councillor Henderson.

**Midlothian Council** – Councillor Russell.

**West Lothian Council** – Councillor McGuire (Vice-Convener).

## 1 Minute

### Decision

To approve the minute of the Lothian Valuation Joint Board of 3 September 2018 as a correct record.

## 2 Period 6 Financial Statement 2018/19

The projected revenue budget outturn position to 31 March 2019 was presented based on the position at period ending 30 September 2018. The forecast variance was an underspend of £0.103m, a reduction of £0.012m to that reported on 3 September 2018.

Grant of £0.241m for Individual Electoral Registration (IER) had been received for 2018/19 from the Cabinet Office and unspent grant of £0.350m had been carried over from 2017/18. Total grant of £0.591m was currently available to fund IER costs 2018/19. It was not anticipated that costs would exceed grant and for reporting purposes the current forecast assumed a carry-forward to 2019/20 of £0.331m.

The Board's general reserve balance currently stood at £0.798m. This did not include the forecast underspend for 2018/19 of £0.103m. A final estimated 2018/19 outturn report would be reported in February 2019.

### Decision

- 1) To note the projected outturn position for 2018/19.
- 2) To retain the balance of uncommitted reserve in excess of 3% until such time that the Assessor could provide more certainty on the risks highlighted in paragraph 4 of the report.

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- 3) To note that a further 2018/19 budget update would be presented in February 2019.
- 4) To note that the 2019/20 budget would also be presented in February where a further update on risk would be presented to the Board.

(Reference – report by the Treasurer, submitted)

### **3 Mid Term Review – Treasury Management Activity**

Information was given on the investment activity undertaken on behalf of the Board during the first half of the 2018/19 financial year.

#### **Decision**

To note the investment activity undertaken on the Board's behalf.

(Reference – report by the Treasurer, submitted.)

### **4 Update on Barclay Review of Non Domestic Rates**

In light of the Scottish Government concluding its consultation into proposals arising from the Barclay Review of NDR published in September 2017, an update was provided to the Board for noting.

Members discussed the Risk Register attached as appendix 2 of the report which reflected a range of possible risks across a number of criteria and set out what actions would be taken to provide mitigation.

#### **Decision**

- 1) To note the report and that further reports would be provided as the impact of the Barclay recommendations developed further, and by way of progress in respect of the Barclay Implementation Plan.
- 2) To agree that the Barclay Review would remain on Board agendas as a standing item until post-implementation of the legislation.

(Reference – report by the Assessor and Electoral Registration Officer, submitted.)

### **5 Electoral Registration Annual Canvass**

The Board was informed of the current draft proposals in respect of changes to the annual household electoral registration canvass.

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**Decision**

To note the report and that further reports would be provided by the Electoral Registration Officer during 2019/20.

(Reference – report by the Assessor and Electoral Registration Officer, submitted.)

**6. Performance Update**

The Assessor presented an update on the current service delivery, priorities and issues of the Joint Board.

An update was provided on electoral registration and engagement strategies to encourage registration, including information on social media activity and the plan to link electoral registration to the university matriculation process.

The Board was updated on the first meeting of the Governance Group with stakeholders and consulted on the method of reporting back on the Group's discussion to future meetings.

**Decision**

- 1) To note the report.
- 2) To agree that the proposed annual governance report to the Board would also be circulated to constituent local authorities represented on the Board for awareness.

(Reference – report by the Assessor and Electoral Registration Officer, submitted.)