

## Future Meeting Arrangements June 2007 to June 2008

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11 June 2007

### Purpose of Report

- 1 To advise members of the proposed schedule of meetings for the Lothian Valuation Joint Board for the period to June 2008 and arrangements for meetings of the Joint Consultative Group.

### Main report

- 2 The meetings of the Lothian Valuation Joint Board have been arranged on an approximate twelve-week cycle adjusted, as far as possible, to take into account the meeting schedules of the constituent authorities represented on the Board.
- 3 It has been normal practice to schedule meetings of the Joint Consultative Group (JCG) approximately two weeks in advance of the Joint Board. However, as these meetings have been infrequent, agreement has been reached with the trade union (UNISON) that, apart from a scheduled JCG prior to the budget meeting on 1 February 2008, meetings will be arranged on an "on request" basis.
- 4 Proposed dates for meetings of the Joint Board and the JCG for the period to June 2008 are shown below. Specific meetings are included to consider the Joint Board's Revenue Budget for 2008/09 as well as the Unaudited Accounts for 2007/08.

Proposed Date	Time
Friday 29 June 2007 (Unaudited Accounts)	9.30 am
Monday 3 September 2007	11.30 am
Monday 3 December 2007	11.30 am
Friday 1 February 2008 (JCG)	To be confirmed
Friday 1 February 2008 (Revenue Budget)	To be confirmed
Monday 17 March 2008	11.30 am
Friday 27 June 2008 (Unaudited Accounts)	To be confirmed

- 5 The Audited Accounts require to be approved by the Board within two months of receipt and there may be a requirement to call an additional meeting of the Board for this purpose.

### Recommendation

- 6 The Joint Board is requested to approve the schedule of meetings for the Lothian Valuation Joint Board and the arrangements for meetings of the Joint Consultative Group.



**Tom Aitchison**  
Chief Executive and Clerk

*31/5/07.*

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<b>Appendix</b>	None
<b>Contact/tel</b>	Lesley Birrell, Office of the Chief Executive and Clerk Tel: 529 4240; e-mail: <a href="mailto:lesley.birrell@edinburgh.gov.uk">lesley.birrell@edinburgh.gov.uk</a>
<b>Background Papers</b>	None