



Grampian Valuation Joint Board

Friday, 27 January 2023

NOTICE IS HEREBY GIVEN that at a Meeting of the **Grampian Valuation Joint Board** is to be held at **Council Chambers, Council Office, High Street, Elgin, IV30 1BX** on **Friday, 27 January 2023** at **09:30**.

BUSINESS

1. **Sederunt**
2. **Declaration of Member's Interests**
3. **Minute of Meeting of 28 October 2022** 5 - 8
4. **External Audit - Covering Letter** 9 - 40
5. **Audited Annual Accounts for Year Ending 31 March 2022** 41 - 122
6. **Internal Audit Plan 2023-24** 123 - 126
7. **Bank Holiday - Coronation of His Majesty King Charles III** 127 - 128
8. **Governance** 129 - 140
9. **Electoral Registration** 141 - 150
10. **Valuation Roll and Council Tax Valuation List** 151 - 158
11. **Staff Vacancies - Recruitment and Upskilling Existing Staff** 159 - 162

GUIDANCE NOTES

- * **Declaration of Group Decisions and Members Interests** - At the beginning of the meeting, immediately following the Sederunt, the Convener will, in terms of Standing Order 25, seek declarations from individuals on any financial or other interests.

- ** **Written Questions** - Any member can put one question to the Convener about relevant and competent business not already on the Agenda for a meeting of the Board. No member can put more than one question at any meeting. The member must give notice in writing of their question to the Clerk 4 working days prior to the meeting. A copy of any written answer provided by the Convener will be tabled at the start of the relevant meeting. The member who has put the question may, after the answer has been given, ask one supplementary question directly related to the subject matter but no discussion will be allowed.

- *** **Question Time** - At each ordinary meeting of the Board, 10 minutes will be allowed for question time when any member can put one question to the Convener regarding any matter within the remit of the Board. The Member who has put the question may, after the answer has been given, ask one supplementary question directly related to the subject matter, but no discussion will be allowed. In the event of further information/investigation being required in order to answer the question, the Clerk will arrange for a written answer to be provided within 7 working days.



Grampian Valuation Joint Board

SEDERUNT

Councillor Donald Gatt (Chair)
Councillor Isobel Davidson (Depute Chair)

Councillor Desmond Bouse (Member)
Councillor Dell Henrickson (Member)
Councillor Seamus Logan (Member)
Councillor Neil MacGregor (Member)
Councillor Ciaran McRae (Member)
Councillor Sam Payne (Member)
Councillor Stephen Smith (Member)
Councillor Iain Taylor (Member)
Councillor Lynn Thomson (Member)
Councillor Judy Whyte (Member)
Councillor Marc Macrae (Member)
Councillor Sonya Warren (Member)

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