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## Grampian Valuation Joint Board

Friday, 30 June 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, 30 June 2023** at **09:30**.

### BUSINESS

1. **Sederunt**
2. **Declaration of Member's Interests**
3. **Minutes of meeting - 27 January 2023** 5 - 8
4. **Grampian Valuation Joint Board - External Audit Plan  
2022-23** 9 - 42
5. **Informing the Audit Risk Assessment of GVJB 2022-23** 43 - 70
6. **Unaudited Annual Accounts for 2022-23** 71 -  
150
7. **Revenue Budget Monitoring Statement 1 April to 31 May  
2023** 151 -  
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8. **Electoral Registration** 157 -  
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9. **Governance** 163 -  
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10. **Risk Management** 195 -  
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11. **Valuation Roll and Council Tax** 207 -  
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12. **Complaints Handling Performance** 215 -  
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13. **Staff Vacancies Recruitment and Upskilling Existing  
Staff** 219 -  
222

## 14. Question Time

## 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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|------------------|---------------------------------|
| Clerk Name:      | Tracey Sutherland               |
| Clerk Telephone: | 07971 879268                    |
| Clerk Email:     | committee.services@moray.gov.uk |