



Orkney and Shetland Valuation Joint Board



Notice of Meeting and Agenda

Venue: **Microsoft Teams.**

Date: **Tuesday, 10 March 2026.**

Time: **14:00.**

Dear Board Member,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

Gavin Mitchell,
Clerk to the Orkney and Shetland Valuation Joint Board.

Committee Services Contact

Hazel Flett.

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Further Information

This is a meeting which is open to the public.

This agenda and associated reports are available in portable document format (pdf).

Audio Recording Notice

Please note that this meeting will be broadcast live (audio only) over the Internet on Orkney Islands Council's website. The meeting will also be recorded, with the recording publicly available for listening to after the meeting for a period of 12 months. The Council is a Data Controller in terms of data protection legislation. Data collected during the audio cast will be retained in accordance with the Council's Data Protection Policy. Further information about how the Council uses personal information and associated rights is available on the Council's website.

Order of Business

1. Apologies.
2. Declarations of Interest.

Board Members are asked to consider whether they have an interest to declare in relation to any item on this agenda. Any member making a declaration of interest should indicate whether it is a financial or non-financial interest and include some information on the nature of the interest. Advice may be sought from Officers prior to the meeting taking place.

Draft Minutes

3. Orkney and Shetland Valuation Joint Board – Draft Minute of Meeting held on 27 November 2025 **attached**.
4. Matters Arising Log **attached**.

Finance and Audit

5. Revenue Expenditure Monitoring – report by Treasurer to the Board **attached**.
6. Draft Budget for 2026/27 – report by Treasurer to the Board **attached**.
7. Internal Audit Charter – report by Chief Internal Auditor **attached**.
8. Internal Audit Strategy and Plan – report by Chief Internal Auditor **attached**.
9. Internal Audit – Corporate Governance and Risk Management – report by Chief Internal Auditor **attached**.
10. Internal Audit – Payroll – report by Chief Internal Auditor **attached**.

Governance

11. Medium Term Financial Plan – report by Treasurer to the Board **attached**.
12. Service Plan – report by Assessor and Electoral Registration Officer **attached**.
13. Risk Management Strategy – report by Assessor and Electoral Registration Officer **attached**.

Meeting Dates

14. Date of Next Meeting – 23 June 2026 (in Shetland).

Remaining Dates for 2026:

- 28 September 2026 at 14:00 (in Orkney).
- 1 December 2026 at 14:00 (virtual).