



Orkney and Shetland Valuation Joint Board



Notice of Meeting and Agenda

Venue: **Microsoft Teams.**

Date: **Thursday, 27 November 2025.**

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) [here](#).

Recording Notice

Please note that this meeting will be broadcast live over the Internet on Shetland 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 at least 12 months. The Councils are Data Controllers in terms of data protection legislation. Data collected during the broadcast will be retained in accordance with the relevant Council's Data Protection Policy. Further information about how the relevant Council uses personal information and associated rights is available on their 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 30 September 2025 **attached**.
4. Matters Arising Log **attached**.

Finance and Audit

5. Revenue Expenditure Monitoring – report by Treasurer to the Board **attached**.
6. Internal Audit Actions – Progress Report – report by Chief Internal Auditor **attached**.

Governance

7. Best Value – Progress Report – report by Assessor and Electoral Registration Officer **attached**.
8. Risk Register – report by Assessor and Electoral Registration Officer **attached**.

Meeting Dates

9. Date of Next Meeting – 10 March 2026 (virtual).

Dates for 2026:

- 23 June 2026 (time TBC) (in Shetland).
- 28 September 2026 at 14:00 (in Orkney).
- 1 December 2026 at 14:00 (virtual).