



Renfrewshire Valuation Joint Board

Revaluation 2017 Appeal Disposal

Assessor's Policy Statement

Citations for appeal hearings are issued a minimum of 105 days prior to an appeal hearing to allow parties adequate time to discuss and prepare their case per the Valuation Appeal Committee (Procedure in Appeals under the Valuation Acts) (Scotland) Amendment Regulations 2017.

You will be provided with the name and contact details of the member of my staff who will be dealing with your appeal. I hope you take the opportunity to arrange a mutually convenient appointment to discuss the appeal as early as possible.

Appeals should be discussed with my staff prior to proceeding to a hearing before the Valuation Appeal Committee and I reserve the right to seek dismissal or postponement of any appeal where adequate discussion has not taken place. Such discussions normally lead to the resolution of the vast majority of appeals without recourse to a formal hearing before the Committee. In cases where such resolution is not possible, such discussions enable matters of fact to be agreed and the areas of disagreement to be clearly identified in advance of the hearing.

Early discussions may also obviate the need to exchange grounds and comparisons as required by the Valuation Appeal Committee (Procedure in Appeals under the Valuation Acts) (Scotland) Regulations 1995. Where agreement has not been reached prior to 35 days before the hearing I shall require you to provide me with a written statement of your grounds of appeal, the valuation which you consider should be entered in the roll and the grounds on which that valuation is arrived at. All as required by regulation 10. I reserve the right to seek dismissal of your appeal if you fail to comply with this requirement. Further, if the appeal is still not resolved prior to 21 days before the hearing and you intend to found on comparable subject in support of your case, I also expect to receive a list of any such subjects. Such grounds, alternative valuations and comparison lists should be e-mailed to groundsandcomparisons@renfrewshire-vjb.gov.uk. Any withdrawals or settlements should be e-mailed to appealsandwithdrawals@renfrewshire-vjb.gov.uk. Otherwise they should be posted. **Do not send them to individual members of staff's e-mail addresses.**

I also reserve the right to end discussions 35 days before the hearing and to seek dismissal or postponement in such cases. Any offer made will be without prejudice and will be treated as withdrawn if acceptance or note of recommendation in writing is not received at least 35 days before the hearing date.

Any appeal which has been withdrawn verbally but not confirmed in writing prior to the hearing will be reported to the Committee as outstanding for dismissal in absence.

Any appeal for which an offer has been made and recommended but has not yet been formally accepted will be reported to the Committee as outstanding for dismissal at the offered figure.