



Renfrewshire Valuation Joint Board

Report to: Renfrewshire Valuation Joint Board

Meeting on: 15th September 2023

Subject: Scheme of Delegation – Amendment

Author: Assessor & Electoral Registration Officer

1. Introduction

The Board has delegated a number of powers to the office bearers via a scheme of delegation. This allows for the day to day functions of the Board to be undertaken in an efficient manner while allowing suitable scrutiny of decisions.

2. Update

Members will be aware that much of the work of the Assessor and Electoral Registration Officer is supported by the Scottish Assessors Association (SAA). All of the fourteen Assessors in Scotland and senior members of their staff are members of the SAA and the joint working undertaken helps to facilitate a consistency of approach in administering our valuation, council tax and electoral registration services. The most visible aspect of this joint working is the SAA Portal (www.saa.gov.uk) .

The SAA is recognised by both Scottish and UK Governments and is regularly consulted by them on valuation, council tax and electoral registration. The SAA also liaises with the Valuation Office Agency (VOA) in England and Wales, Land and Property Services in Northern Ireland (LPSNI) and Tailte Eireann in the Republic of Ireland in matters of common interest.

I have recently been appointed to the Executive Committee of the SAA, this means that I am required to represent Assessors in a variety of forums including liaising with the bodies in England, Wales, Northern Ireland and the Republic of Ireland mentioned above. Meetings take place approximately twice a year and the location rotates among the four bodies. The next meeting is due to take place in Dublin on 13th and 14th November.

The current scheme of delegation allows the Assessor:

(6) to approve the attendance of officers at conferences or meetings within the United Kingdom where he/she considers it to be in the interests of the Joint Board or is relevant to the statutory functions of the Assessor and Electoral Registration Officer provided that the cost does not exceed £2,000 exclusive of subsistence, travelling and other ancillary expenses.”

(9) to authorise officials to travel within and outwith the Joint Board’s area (but within the United Kingdom), to authorise overnight absences in appropriate circumstances and to authorise the payment of monies for travel and subsistence in accordance with the scheme of travel/subsistence allowances accepted or approved by Renfrewshire Council.

I am seeking the addition of ‘and Ireland’ after the reference to the United Kingdom in both the delegations above.

5. Recommendations

The Board approve the addition of 'and Ireland' to delegation numbers 6 and 9 of the powers currently delegated to the Assessor.

Robert Nicol
Assessor and Electoral Registration Officer
6th September 2023

For further information please contact Robert Nicol 07483921232
Or via e-mail at robert.nicol@renfrewshire-vjb.gov.uk