To: Chairman, Ladies and Gentlemen

Rating Revaluation 2010

PURPOSE OF THE REPORT: To inform Cabinet of the result of the tender process for appointment of rating consultants in respect of the Council’s properties for the Rating Revaluation 2010.

1.0 INTRODUCTION AND BACKGROUND

1.1 The Council occupies various buildings within the County Borough and is responsible for payment of rates on buildings it occupies. In order to ensure that the Council is paying the correct amount of rates it is necessary to check and/or challenge the Rateable Value assessments determined by the District Valuer. The Rateable Value is assessed every five years by the District Valuer. The current Rateable Values are part of the 2010 Rating Revaluation and based generally on rental values from 2008. Due to the specialist nature of rating valuation and assessment it is necessary to appoint external consultants with the appropriate expertise and as in previous rating revaluations.

1.2 The appointment of a Consultant was undertaken by way of a tender process. Invitations to Tender [ITT] were issued to six local [Cardiff based] recognised rating consultants to advise on the Rating Revaluation 2010.

1.3 Responses were received from five consultants and evaluated on the following tender criteria set out in the ITT.

- Price [60%]
- Fixed fee [30%]
Fee based on reduction of RV [30%]

- Quality [40%]
  - Method Statement [10%]
  - Work Programme [10%]
  - Expertise [10%]
  - Details of previous experience [5%]
  - Example of previous report [5%]

1.4 On the basis of the selection criteria Bruton Knowles emerged as the most advantageous proposal for the Council and were therefore appointed by the Corporate Property and Physical Regeneration Manager.

2.0 **FINANCIAL IMPLICATION(S)**

2.1 At the time of the tender process the Council occupies or is responsible for the rates on some 126 properties with a total rateable value of some £3,840,300 and an estimated annual rates expense of some £1,570,683. An initial internal data cleansing exercise undertaken prior to the tender process identified savings of some £50,000 RV by removal of properties from the Council’s list of Rateable Values.

2.2 There are invariably errors, omissions or discrepancies in the rateable value provided by the District Valuer. The purpose of the exercise is to appoint a consultant who will check the rateable value and where appropriate challenge the assessment. Where the assessment is successfully challenged then there will be a reduction in the rateable value and consequently a reduction in the rates payable.

2.3 Where properties are acquired then they will be added to the property schedule.

2.4 As in previous exercises it is necessary to treat any savings as corporate and in turn settle the consultants fees from the resultant savings.

3.0 **RECOMMENDATION(S) that**

3.1 Cabinet note the content of the report.

3.2 The proposal to treat any savings achieved from the revaluation process be treated as Corporate and that the Consultants fees are settled from these savings.
GARETH CHAPMAN  
DEPUTY CHIEF EXECUTIVE AND EXECUTIVE DIRECTOR OF SCHOOLS, GOVERNANCE AND TECHNICAL SERVICES

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Consultation has been undertaken with Executive Board in respect of each proposal(s) and recommendation(s) set out in this report.