

2008 Revaluation and DVR Assurance Statement

City/ District Council

(To be completed by the Territorial Authority and returned to the Valuer General along with revaluation basis - please respond by marking under Y for yes, N for no or N/A if not applicable – additional comments should be provided for clarity, especially where N or N/A are marked)

Territorial Authority _____ Valuation Service Provider _____ DVR Maintained By: _____

Assurance Statement Completed by _____ Date ____/____/2008

	Y	N	NA	COMMENTS
1. Meetings Held Between TA and VSP				
1.1 Meetings were held to formalise planning, roles and responsibilities for the revaluation process				
1.2 The Revaluation Audit Handbook has been used during the revaluation to assist with compliance				
1.3 The District Plan, Zoning and other key issues that may influence values were discussed with Valuers at planning meetings				
2. Revaluation Inspection Programme				
2.1 TA has agreed to a revaluation inspection program with their VSP – provide details of the criteria used to set the program				
3. LINZ Data Integrity Checks				
3.1 All spreadsheets sent as part of the VG checks have been reviewed				

3.2 All necessary changes to the DVR have been completed				
4. Completion of Roll Maintenance Compliance Checks				
4.1 Provide assurance that roll maintenance work has been actioned in compliance with the rules, ie comparable parcels recorded, plans captured, construction details noted etc. Include details of the roll maintenance state of work status as at 30 June.				
5. Determination of Rating Units				
5.1 Explain the process used to determine the Rating Units which are entered on the District Valuation Roll				
5.2 Confirm that all Rating Units comply with the requirements of Rating Valuations Rule 5.4.				
6. Zone Codes				
6.1 All zone codes in the land use data are accurate and checked against the current district plan.				
7. Previous Revaluation Audit Report				
7.1 Previous revaluation report has been reviewed and recommendations actioned. Please comment on the specific actions undertaken to address previous report recommendations.				

8. Past Revaluation Settled Objections				
8.1	Past revaluation settled objections have been reviewed and analysed.			
8.2	Trends identified from past revaluation objection settlement analysis have been addressed in this revaluation			
9. Details of Other Issues since Previous Revaluation				
9.1	Sub-locations or pockets of property types that required special attention in this revaluation have been identified – how was this done?			
10. Revaluation Registered Valuer Peer Review				
10.1	TA confirmation that a process has been undertaken to identify any properties that require valuation peer review. Details of the key properties or groupings of properties that received valuation peer review of part or all of the valuation process.			
11. Validation Process				
11.1	The property and sales files have been put through the LINZ validation process and there are no errors.			
12. Revaluation Basis				
12.1	Has the TA reviewed the revaluation basis and consider that all key issues have been identified?			
12.2	Does the TA generally agree with the value conclusions?			

13. Quality Assurance Process

13.1 What quality assurance process has been undertaken by the TA in support of the revaluation?				
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