

[Draft]

Appendix 5

Annual Survey for Representatives Appearing Before the City of Saskatoon Board of Revision

Name and Contact Information (optional): _____

Role before the Board of Revision (e.g. tax agent, legal counsel): _____

Number of appearances before the Board of Revision within the last 12 months: _____

Nature of appeals appeared on (e.g. commercial, industrial, multi-unit residential): _____

Date: _____

The purpose of this survey is to provide City Council with information regarding your experience before the Board of Revision (the “Board”) to inform improvements to the Board and its hearing process. Where possible, please provide examples alongside your answers.

1	The purpose of the Board is to act as an impartial quasi-judicial body, responsible to hear assessment appeals. Is this well understood by members of the Board?	Yes No Sometimes	Comments:
2	Do the members of the Board understand their role and the roles of the Secretary to the Board, the assessor, tax agents and legal counsel?	Yes No Sometimes	Comments:
3	Do the members of the Board comply with the Board of Revision Policy and Procedures Manual in the conduct of hearings?	Yes No Sometimes	Comments:

4	Do the members of the Board understand the rules of fair hearing as set out in the Board of Revision Policy and Procedure?	Yes No Sometimes	Comments:
5	Do the members of the Board exercise their duties in accordance with the rules of fair hearing as set out in the Board of Revision Policy and Procedure?	Yes No Sometimes	Comments:
6	Do the members of the Board respect and render decisions in accordance with the rules of fair hearing?	Yes No Sometimes	Comments:
7	Do the members of the Board understand the principles of mass appraisal?	Yes No Sometimes	Comments:

8	Do the members of the Board respect and render decisions in accordance with the principles of mass appraisal?	Yes No Sometimes	Comments:
9	Although the Board is not strictly bound by the rules of evidence, do the members of the Board understand the rules of evidence and apply them appropriately?	Yes No Sometimes	Comments:
10	Do the members of the Board ensure fair, open, impartial, and transparent processes that allow the parties to hearing to know the case against them and to fully lead evidence and make argument?	Yes No Sometimes	Comments:
11	Do any members of the Board exhibit bias?	Yes No Sometimes	Comments:

12	Do the members appear to be fair and appear to have an open mind during the conduct of hearings?	Yes No Sometimes	Comments:
13	Are decisions of the Board intelligible and well reasoned?	Yes No Sometimes	Comments:
14	Do decisions of the Board accurately reflect the conduct of the hearing?	Yes No Sometimes	Comments:
15	Do decisions of the Board reflect the requirements of <i>The Cities Act</i> ?	Yes No Sometimes	Comments:

General Comments and Feedback:

Please indicate any specific issues observed or identified here, including issues with any particular member or any particular concerns.