

## **Barclay Implementation Advisory Group – Billing subgroup**

31 July 2018, 10.00 -12.00

St Andrews House, Edinburgh

### **In Attendance**

Ian Storrie, Scottish Government

James Messis, Scottish Government

Jonathan Sharma, COSLA

Kevin Fraser, IRRV Scotland (practitioners)

Ken McCormack, RICS/ RSA

Shane Taylor – Scottish Chambers of Commerce

1. The group discussed what was legally required for a demand notice. The group discussed what additional elements should be present on a non-domestic rates bill.
2. The group reviewed the sample of non-domestic rates bills provided by Kevin Fraser. They identified key aspects in a number of sample bills which would be desirable for a standard format.
3. Scottish Government agreed to deliver a mock bill which captured the key aspects identified by the group. The group agreed that they would meet again once this template had been created.