



# Renfrewshire Valuation Joint Board

**Report to:** Renfrewshire Valuation Joint Board

**Meeting on:** 24<sup>th</sup> February 2023

**Subject:** Performance Report

**Author:** Assistant Assessor & Electoral Registration Officer

## 1. Introduction

This performance report covering the first six months of the rating year provides an update to the ongoing reporting of performance to the members and is intended to keep members informed of current performance and workload issues facing the Board.

## 2. Council Tax

The main work involved in Council Tax at the moment remains the addition of new houses to the Valuation List and the deletion of demolished houses. I include a summary of new additions to the Council Tax List for information.

### 2.1 Time taken to enter new houses into the Valuation (Council Tax) List

#### Period 1st April 2022 to 31<sup>st</sup> December 2022

Council Area	No. Added	Within 3 months	%age of total added	Between 3 and 6 months	%age of total added	Added within 6 months	More than 6 months	%age of total added
Renfrewshire	592	578	97.64%	11	1.86%	99.50%	3	0.50%
East Renfrewshire	407	401	98.53%	5	1.23%	99.76%	1	0.24%
Inverclyde	194	189	97.42%	1	0.52%	97.94%	4	2.06%
RVJB totals	1193	1168	97.90%	17	1.42%	99.33%	8	0.67%

The performance target of 95% within three months and 97.0% within 6 months has been exceeded with our key performance indicators showing 97.90% and 99.33% respectively. I am pleased to report these levels of performance, especially as they were achieved against the backdrop of delivering the Draft Valuation Roll and the staff vacancies within the Valuation Team. It is an achievement for staff to maintain these high levels of performance and service delivery considering the other demands being put on resources.

In the period from 1<sup>st</sup> April 2022 to 31<sup>st</sup> December 2022, the average number of days taken to add a house was as follows:

Council Area	No. Added	Average No. of Days
Renfrewshire	592	27.61
East Renfrewshire	407	25.88
Inverclyde	194	30.29
<b>RVJB Totals</b>	<b>1193</b>	<b>27.46</b>

This measure exceeds our normal target of 38 days with the average number of days taken to a house being 27.46.

## 2.2 Information on Deletions from the Council Tax List

The main reasons for deleting a property from the valuation list would be: where the property is demolished, where a house is now being used for Non-domestic purposes or where two or more houses are combined to form one house.

### 2.2.1 Number of Deletions from the Valuation (Council Tax) List between 1<sup>st</sup> April to 31<sup>st</sup> December during 2021 and 2022

Council Area	No. Deleted 2021	No. Deleted 2022
Renfrewshire	5	72
East Renfrewshire	1	13
Inverclyde	44	34
<b>RVJB Total</b>	<b>50</b>	<b>119</b>

## 3. Non-domestic Valuation

One of the main areas of work in non-domestic valuation is the maintenance of the Valuation Roll. The table below is a summary of the statutory amendments to the Valuation Roll over the last six months. These are new entries being added to the Roll, entries being deleted or properties that have been altered.

### 3.1 Time taken to make statutory amendments to the Valuation Roll (excluding appeal settlements and amendments to prescribed entries)

Period 1st April 2022 to 31<sup>st</sup> December 2022

Council Area	No. of Alt'ns	Within 3 months	%age of total added	Between 3 and 6 months	%age of total added	Added within 6 months	More than 6 months	%age of total added
Renfrewshire	154	101	65.58%	32	20.78%	86.37%	21	13.63%
East Renfrewshire	96	45	46.88%	47	48.96%	95.84%	4	4.16%
Inverclyde	56	25	44.64%	16	28.57%	73.21%	15	26.79%
<b>RVJB totals</b>	<b>306</b>	<b>171</b>	<b>55.88%</b>	<b>95</b>	<b>31.05%</b>	<b>86.93%</b>	<b>40</b>	<b>13.07%</b>

The above alterations to the Valuation Roll are value changes only and do not reflect alterations where overall value is unchanged, changes to occupancy details or other administrative changes.

The performance target of 50% to be actioned within 3 months and 75% within 6 months has been exceeded with our key performance indicators showing 55.88% and 86.93% respectively.

As reported at the November Board Meeting, current performance is above the targets set for this year however, this may diminish as staff had to pause maintaining the Valuation Roll due to discharging the statutory duty of preparing and publishing the Draft Valuation Roll on the 30<sup>th</sup> November 2022 for the 2023 Revaluation. This statutory duty was discharged timeously with less qualified staff than ever before but the pressure of completing this duty has impacted the maintenance of the Valuation Rolls in each constituent authority.

## 4. General Conclusions

The performance levels detailed above are in line with our expectations at this point in the rating year with the demands facing the service.

## 5. Recommendations

- i. The Board note the contents of this report.

Lindsey Hendry  
Assistant Assessor & ERO  
2<sup>nd</sup> February 2023

For further information please contact Lindsey Hendry on 0141 487 0635 or via email [lindsey.hendry@renfrewshire-vjb.gov.uk](mailto:lindsey.hendry@renfrewshire-vjb.gov.uk)