



Renfrewshire Valuation Joint Board

Report to : Renfrewshire Valuation Joint Board

Meeting on : 18th November 2016

Subject : Performance Report

Author : Divisional Assessor & Assistant Electoral Registration Officer

1.0 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.

2.0 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 2016 to 30th September 2016

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	422	411	97.39%	6	1.42%	100%	5	1.18%
East Renfrewshire	204	182	89.22%	22	10.78%	100%	0	0%
Inverclyde	52	50	96.15%	2	3.85%	100%	0	0%
RVJB totals	678	643	94.84%	30	4.42%	99.26%	5	0.74%

This performance is marginally below our targets of 95% within three months and 99.5% within 6 months. This minor decrease in performance gives no cause for concern given resources have been heavily employed in completing the 2017 Non Domestic Revaluation.

In the period from 1 April 2015 to 30th September 2015, the average number of days taken to add a house was as follows:

Council Area	No. Added	Average No. of Days
Renfrewshire	422	35.61
East Renfrewshire	204	32.46
Inverclyde	52	26.77
RVJB Totals	678	33.98

This measure exceeds our target of 38 days.

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 1st April and 30th September during 2015 and 2016

Council Area	No. Deleted 2015	No. Deleted 2016
Renfrewshire	25	87
East Renfrewshire	5	3
Inverclyde	12	5
RVJB Total	42	95

3.0 Non-domestic Valuation

One of the main areas of work in non domestic valuation has been revaluing all non domestic subjects for the 2017 Revaluation whilst still maintaining alterations to the 2010 valuation roll. The table below is a summary of the statutory amendments carried out to the current 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. Each of these amendments has been made after a member of staff has inspected the premises.

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

Period 1st April 2016 to 30th September 2016

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	294	188	63.95%	103	35.03%	98.98%	3	1.02%
East Renfrewshire	45	42	93.33%	2	4.44%	97.77%	1	1.82%
Inverclyde	44	37	84.09%	5	11.36%	95.45%	2	4.55%
RVJB totals	383	267	69.71%	110	28.72%	98.43%	6	1.57%

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 at this period in the financial year with regard to our internal target of having 80 % of alterations actioned within 3 months has sadly not been met. However performance over the 6 months period has recovered the position and continues to exceed the overall target set of 95% of alterations completed within this time frame.

4.0 General Conclusions,

The completion of the 2017 revaluation by the 30 September this year has put a strain on resources particularly over the last six months. Valuation staff have been stretched in delivering the targets set which in some instances have being marginally missed. It was anticipated that targets may be affected as a result of the time pressures involved over this cycle and the result of which, although disappointing, gives no cause for concern in the long run. The fact that the overall level of performance in all sectors of business has continued at such high levels is a testament to the staffs' commitment over this extremely busy period.

5.0 Recommendations

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

Jacqueline Murgatroyd
Divisional Assessor & Assistant ERO
14 October 2016

For further information please contact Jacqueline Murgatroyd on 0141-618-5951 or via email jacqueline.murgatroyd@renfrewshire-vjb.gov.uk