



Renfrewshire Valuation Joint Board

Report to : Renfrewshire Valuation Joint Board
Meeting on : 28th February 2020
Subject : Performance Report
Author : Assistant Assessor & Assistant Electoral Registration Officer

1.0 Introduction

This performance report covering the first nine 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 2019 to 31st December 2019

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	687	672	97.82%	14	2.04%	99.86%	1	0.14%
East Renfrewshire	309	298	96.44%	8	2.59%	99.03%	3	0.97%
Inverclyde	84	79	94.05%	2	2.38%	96.43%	3	3.57%
RVJB totals	1080	1049	97.13%	24	2.22%	99.35%	7	0.65%

This performance exceeds our target of 95% within three months. However the 6 months performance target of 99.5% within 6 months has been narrowly missed by 0.15%.

In the period from 1 April 2019 to 31st December 2019, the average number of days taken to add a house was as follows:

Council Area	No. Added	Average No. of Days
Renfrewshire	687	22.60
East Renfrewshire	309	39.26
Inverclyde	84	35.09
RVJB Totals	1080	28.33

This measure exceeds our internal 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 31st December during 2018 and 2019

Council Area	No. Deleted 2018	No. Deleted 2019
Renfrewshire	170	54
East Renfrewshire	16	21
Inverclyde	92	61
RVJB Total	278	136

3.0 Non-domestic Valuation

One of the main areas of work in non-domestic valuation at the moment is the maintenance of the 2017 valuation roll. The table below is a summary of the statutory amendments carried out to the current Valuation Roll over the last nine 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 2019 to 31st December 2019**

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	302	252	83.45%	31	10.26%	93.71%	19	6.29%
East Renfrewshire	83	72	86.76%	7	8.43%	95.19%	4	4.81%
Inverclyde	76	71	93.42%	3	3.95%	97.37%	2	2.63%
RVJB totals	461	395	85.68%	41	8.89%	94.57%	25	5.43%

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.

This performance exceeds our target of 80% of alterations actioned within 3 months. However, the target of 95% of alterations completed within 6 months has been narrowly missed by 0.43%.

4.0 General Conclusions

Valuation staff have been heavily involved in discharging the statutory duty of disposing of the 2017 Revaluation appeals throughout 2019 and aim to have disposed of approximately 95% of these appeals by June 2020.

Disposal of revaluation and running roll appeals are resource intensive and in 2019, there have been three long term staff absences in the valuation team as well as the loss of two experienced valuers who left the employment of RVJB. This has put a particular strain on our resources as the Board has less qualified valuation staff to facilitate the disposal of appeals as well as manage the maintenance of the 2017 Valuation Roll and the Valuation List for Council Tax compared with this period in the 2010 Revaluation cycle.

In addition, the snap UK Parliamentary General Election on the 12th December 2019 put a further strain on our limited resources as valuation staff had to be utilised to ensure the election was delivered.

As a result of the reasons given above, the performance levels are in line with our expectations.

5.0 Recommendations

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

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