



Renfrewshire Valuation Joint Board

Notice of Meeting and Agenda Renfrewshire Valuation Joint Board

Date	Time	Venue
Friday, 17 November 2017	14:00	The Robertson Centre, 16 Glasgow Road, Paisley, PA1 3QF

KENNETH GRAHAM
Clerk

Membership

Councillors Angela Convery, Danny Devlin, Charlie Gilbert and Paul O’Kane (East Renfrewshire Council); Councillors Graeme Brooks, Colin Jackson, Tommy McVey and Innes Nelson (Inverclyde Council); and Councillors Tom Begg, Jacqueline Cameron, Audrey Doig, Kenny MacLaren, Mags MacLaren, John McIntyre, Jim Sharkey and Andy Steel (Renfrewshire Council).

Councillor Adrey Doig (Convener): Councillor Danny Devlin (Depute Convener)

Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx

For further information, please either email democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

- | | | |
|----------|--|----------------|
| 1 | Minute | 5 - 8 |
| | Minute of meeting of the Joint Board held on 18 August 2017. | |
| 2 | Revenue Budget Monitoring | 9 - 12 |
| | Report by Treasurer. | |
| 3 | Non Domestic Revaluation 2017 Appeals | 13 - 18 |
| | Report by Assessor and Electoral Registration Officer. | |
| 4 | Performance Report | 19 - 22 |
| | Report by Divisional Assessor and Assistant Electoral Registration Officer. | |
| 5 | Canvass and Electoral Update | 23 - 26 |
| | Report by Assessor and Electoral Registration Officer. | |
| 6 | Date of Next Meeting | |
| | Note that the next meeting of the Joint Board will be held at 2.00 pm on 19 January 2018 in the Robertson Centre, Glasgow Road, Paisley. | |



Renfrewshire Valuation Joint Board

Minute of Meeting Renfrewshire Valuation Joint Board

Date	Time	Venue
Friday, 18 August 2017	14:00	Inverclyde Council, Municipal Buildings, Clyde Square, GREENOCK, PA15 1LZ

PRESENT

Councillor Graeme Brooks, Councillor Colin Jackson, Councillor Tommy McVey and Councillor Innes Nelson (Inverclyde Council); and Councillor Tom Begg, Councillor Jacqueline Cameron, Councillor Audrey Doig, Councilor Kenny MacLaren, Councillor Mags MacLaren, Councillor John McIntyre, Councillor Andy Steel and Councillor Bill Brown (substitute for Councillor Jim Sharkey) (Renfrewshire Council).

CHAIR

Councillor Doig, Convener, presided.

IN ATTENDANCE

K Crawford, Assessor and Electoral Registration Officer, L Hendry, Divisional Assessor & Assistant Electoral Registration Officer and S Carlton, Principal Admin Officer (all Renfrewshire Valuation Joint Board); A MacArthur, Head of Finance, M Ball, Accountant and E Currie, Senior Committee Services Officer (all Finance & Resources, Renfrewshire Council); and A Hassan and S Afzal (both Audit Scotland).

APOLOGIES

Councillors Angela Convery (East Renfrewshire Council) and Jim Sharkey (Renfrewshire Council).

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to the commencement of the meeting.

Prior to the commencement of the meeting Councillor Doig referred to the tragic loss of life following the recent terrorist attack in Barcelona.

A minute's silence was then observed as a mark of respect to remember the victims of the attack.

SEDERUNT

Councillor Begg entered the meeting prior to consideration of the following item of business.

1 MINUTE

There was submitted the Minute of the meeting of the Joint Board held on 30 June 2017.

DECIDED: That the Minute be approved.

2 AUDITED ACCOUNTS 2016/17

Under reference to item 9 of the Minute of the meeting of this Joint Board held on 30 June 2017 there was submitted a report by the Treasurer relative to the annual accounts for the Joint Board for 2016/17.

The report intimated that the audit certificate issued by Audit Scotland provided an unqualified opinion that the annual accounts presented a true and fair view of the financial position of the Joint Board as at 31 March 2017, in accordance with the accounting policies detailed in the accounts. A report on the 2016/17 audit by Audit Scotland was also attached to the report.

DECIDED: That the audited accounts 2016/17 be approved for signature and the report by Audit Scotland be noted.

3 REVENUE BUDGET MONITORING

There was submitted a revenue budget monitoring report by the Treasurer in respect of the Joint Board for the period 1 April to 21 July 2017.

The report intimated that gross expenditure was £29,000 over budget and income was currently £5,000 over recovered resulting in a net overspend of £24,000.

DECIDED: That the report be noted.

4 PUBLIC SECTOR EQUALITIES DUTY - PROGRESS REPORT

There was submitted a report by the Assessor and Electoral Registration Officer relative to the Joint Board's Public Sector Equality Duty.

The report intimated that under The Equality Act 2010 and The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 the Joint Board was a public authority and as such was subject to the Public Sector Equality Duty which required that the Joint Board eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct; advanced equality of opportunity between people who shared a relevant protected characteristic and those who did not; and foster good relations between people who shared a protected characteristic and those who did not.

The report detailed the protected characteristics and the steps the Joint Board required to take. A copy of the Public Sector Equality Duty progress report 2017 was appended to the report.

DECIDED: That the report be noted.

5 **ANNUAL CANVASS UPDATE**

There was submitted a report by the Assessor and Electoral Registration Officer providing an update on the annual canvass.

The report intimated that 163,008 household enquiry forms had been issued to all known domestic properties in the Joint Board area. To date, 82,627 responses had been received which represented a response rate of 50.7% and the table in the report detailed the number of replies by telephone, text and paper return for both the 2016 and 2017 canvasses.

The second phase, the door-to-door canvass, would now be undertaken and approximately 35,000 homes where no response had been received would be visited. It was anticipated that this stage would be finished by October/November 2017 to allow for any changes in time for publication of the register on 1 December 2017.

It was proposed that the Assessor and Electoral Registration Officer provide members with details of the steps taken when undertaking an annual canvass in accordance with Section 10 of the Representation of the People Act 1983 and that members advise the Assessor and Electoral Registration Officer of any ways in which the process could be improved. This was agreed.

DECIDED:

(a) That the report be noted; and

(b) That the Assessor and Electoral Registration Officer provide members with details of the steps taken when undertaking an annual canvass in accordance with Section 10 of the Representation of the People Act 1983 and that members advise the Assessor and Electoral Registration Officer of any ways in which the process could be improved.

6 **PERFORMANCE REPORT**

There was tabled an amended report by the Divisional Assessor & Assistant Electoral Registration Officer providing an update on the current performance and workload issues facing the Joint Board together with the Valuation Roll and Council Tax performance statistics for 2016/17.

The report detailed the performance in Council Tax and non-domestic valuation against set targets. In relation to Council Tax valuation, it was noted that the addition of new houses to the Valuation List and the deletion of demolished houses remained a priority with the time taken to enter new houses into the Valuation (Council Tax) List exceeding the target of 95% within three months and also the target of 99.5% within six months.

The report also detailed the average number of days taken to add a house in each constituent authority area between 1 April and 30 June 2017 and also the number of deletions from the Valuation (Council Tax) List between 1 April and 30 June during 2016 and 2017 by constituent authority area.

The report set out the time taken to make statutory amendments to the Valuation Roll, excluding appeal settlements and amendments to the prescribed entries, between 1 April and 30 June 2017 by constituent authority area, which exceeded the targets of 80% to be actioned within three months and 95% within six months.

DECIDED: That the report be noted.

7 DATE OF NEXT MEETING

DECIDED: That it be noted that the next meeting of the Joint Board would be held at 2.00 pm on 17 November 2017 within the Robertson Centre, Glasgow Road, Paisley.

RENFREWSHIRE VALUATION JOINT BOARD

To: Renfrewshire Valuation Joint Board

On: 17 November 2017

Report by: The Treasurer

Heading: Revenue Budget Monitoring Report to 13th October 2017

1. Summary

- 1.1 Gross expenditure is £35,000 over budget and income is currently £6,000 over recovered resulting in a net overspend of £29,000. This is summarised in point 4.

2 Recommendations

- 2.1 It is recommended that members consider the report.

3 Budget Adjustments Since Last Report

- 3.1 There have been no budget adjustments since the start of the financial year.
-

4 Budget Performance

- | | |
|-----------------------------|------------------------------|
| 4.1 Current Position | Net Overspend £29,000 |
| <i>Previously Reported</i> | <i>Net Overspend £24,000</i> |

The overspend relates to Staffing costs, Property costs and Supplies and Services.

The overspend within Employee Costs is due to a low turnover of staff, resulting in turnover targets not being achieved, and also due to overtime required to address workload pressures associated with the General and Local Government Elections.

The overspend within Property Costs is due to increased insurance costs of £20,000 per annum following the renewals process undertaken. The Board must now secure insurance cover in its own right as opposed to being covered by Renfrewshire Council arrangements.

The overspend in Supplies and Services is due to one off payments for the migration to Outlook and the installation of a new Document Management System. .

Projected Year End Position

The projected year end position is a deficit of £35,729, resulting in a draw on reserves of £154,329, compared to a budgeted draw on reserves of £118,600.

This is a result of a low staff turnover, overtime costs, increased insurance costs and one off payments for Outlook and a new Document Management System.

It is anticipated that these technology investments will generate efficiencies in the medium term.

RENFREWESHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2017/18
1st April 2017 To 13th October 2017

JOINT BOARD : RENFREWSHIRE VALUATION JOINT BOARD

Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance		
	£000's	£000's	£000's	£000's	£000's	£000's	(7)	%
Employee Costs	1,749	830	832	17	849	(19)	-2.3%	overspend
Property Costs	218	134	143	0	143	(9)	-6.7%	overspend
Supplies & Services	81	82	107	(18)	89	(7)	-8.5%	overspend
Contractors and Others	25	8	8	0	8	0	0.0%	break-even
Transport & Plant Costs	0	0	0	0	0	0	0.0%	break-even
Administration Costs	279	182	182	0	182	0	0.0%	break-even
Payments to Other Bodies	20	1	1	0	1	0	0.0%	break-even
GROSS EXPENDITURE	2,372	1,237	1,273	(1)	1,272	(35)	-2.8%	overspend
Contributions from Local Authorities	(2,158)	(2,158)	(947)	(1,211)	(2,158)	0	0.0%	break-even
Other Income	(96)	(204)	(210)	0	(210)	6	2.9%	over-recovery
INCOME	(2,254)	(2,362)	(1,157)	(1,211)	(2,368)	6	0.3%	over-recovery
TRANSFER (TO)/FROM RESERVES	118	(1,125)	116	(1,212)	(1,096)	(29)	-2.6%	overspend

Bottom Line Position to 13th October 2017 is an overspend of	£000's	Opening Reserves	£000's
Anticipated Year End Budget Position is an overspend of	(29)	Anticipated Closing Reserves	(312)
	(36)		(158)



Renfrewshire Valuation Joint Board

Report to: Renfrewshire Valuation Joint Board
Meeting on: 17 November 2017
Subject: Non Domestic Revaluation 2017 Appeals
Author: Assessor & Electoral Registration Officer

Introduction

This report is designed to update members of the Board on Appeals against values entered in the Valuation Roll which are a significant and enduring component of our workload. There are two types:

- **Revaluation appeals** – Usually a five yearly cycle, although with the postponement of the 2015 revaluation the cycle for this Revaluation has been 7 years, appeals resulting from this revaluation have to be lodged by 30th September 2017.
- **Change appeals** – generally a low volume of appeals that result from changes we make, changes of occupancy or from a material change of circumstances affecting value or error. Although the underlying number of appeals is relatively low, there are external factors which may influence the numbers we receive of this type of appeal.

The disposal of appeals is driven by a statutory timetable which offers no leeway in the final date for disposal by discussion or by hearing by the Local Valuation Appeal Panel.

There are usually a small number of appeals that are referred to the Lands Tribunal for Scotland and there may be decisions from the Local Valuation Appeal Panel that are appealed to the Lands Valuation Appeal Court (part of the Court of Session). In such cases these would follow the rules for these courts and can be settled after the statutory deadline.

Revaluation Appeals:

Following the completion of the Revaluation exercise, a period of six months is allowed for appeals to be lodged – this expired on 30th September and we are now able to gauge the workload arising from these appeals. The following table shows the total number of subjects for which appeals have been lodged against the 2017 Revaluation and for comparison

purposes the tables also list the 2010 totals as a comparison. The total number of appeals is slightly larger in both instances as, in some cases, proprietors and occupiers will both lodge appeals.

Revaluation	Number of Appeals	Number of Subjects appealed	Total RV of Subjects appealed
2010	3,616	3,412	£250,066,833
2017	3,847	3,533	£324,082,885
Change	+231	+121	+£74,016,052
% Change	+6.38%	+3.54%	+29.59%

The number of appeals = 36.29% (34.14% in 2010) of the number of subjects in the Valuation Roll as at 1st April 2017 and the value under appeal = 87.33 % (71.99% in 2010) of the total Rateable Value.

The overall increase in Rateable Value at the Revaluation was 23.39% .

The time limit for disposal of Revaluation Appeals is 31st December 2020 and the schedule of Appeal Panel Hearings will begin next May.

Change Appeals:

At present we have three main groups of Change Appeals:

- 2005 Appeals dating from 2005 that await a hearing by the Lands Tribunal.
- 2010 Appeals dating from 2010 that await a hearing by the Lands Tribunal
- Appeals against changes that have taken place since 1st April 2016.

The number of appeals in each category is as follows:

Type	Number of Appeals	Number of Subjects appealed	Total RV of Subjects appealed
2005 (Lands Tribunal)	10	10	£352,055
2010(Lands Tribunal)	85	85	£49,771,650
2016/17	131	131	£6,052,255

For the 2005/ 2010 (Lands Tribunal) appeals these will be the appeals against entries made in respect of Mobile Telephone Operators and fixed line Telecommunication Companies

apart from one appeal which is against IKEA at Braehead. There are significant points of principle involved in the appeals relating to Mobile Telephony and, if the appeals are not resolved, they are likely to engage the Lands Tribunal for several days with the attendant costs arising from the employment of Counsel before and during the hearing. It has, however, been agreed that all Assessors will contribute to the costs given that any decision will affect all of Scotland.

Any appeals against changes taking place after 1st April 2017 will follow the same timetable as the Revaluation Appeal.

Disposal:

The majority of appeals (circa 95% for 2010 Revaluation) were settled by negotiation and only a relatively small proportion proceeded to a hearing by the Appeal Panel or Lands Tribunal although the process of citation for a hearing is the catalyst for serious discussion of the points at issue. While the number of appeals that are actually heard by the Appeal Committee or other appeal body is relatively small, a large amount of work is required in preparation of each individual case and each case might take half or a whole day to be heard by the Committee or 2 to 3 days if heard by other bodies.

Appeals lodged by unrepresented appellants will generate a visit by one of the Valuation Staff. This has a dual purpose – checking the physical details of the property and taking time to discuss the appeal procedure with the appellants.

The number of appeals to the Lands Valuation Appeal Court is usually very low as it deals with points of significant principle/law.

Impact:

The routine cycle of appeals and cases proceeding to Appeal Panel, Lands Tribunal or LVAC is catered for under our ongoing service plan, although any sharp peak of change appeals and their relatively short period for disposal could present a short-term challenge. The change appeals may impact on staff resources and budget if more appeals are lodged during the current year or if any of the appeals result in protracted negotiations or hearings.

The number of Revaluation Appeals has not increased significantly although the value of the subjects under appeal has increased disproportionately and this may lead to more protracted negotiations on individual subjects.

Recommendation:

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

Kate A Crawford
8th November 2017

For further information please contact Kate Crawford on 0141-618-5903

or via e-mail at kate.crawford@renfrewshire-vjb.gov.uk

Appendix 1 – Number of Revaluation Appeals by Subject Type

Category		Number
1	Shop	1109
2	Public House	113
3	Office including Banks	897
4	Hotel Etc	25
5	Industrial	717
6	Leisure	94
7	Garages and Petrol Stations	42
8	Cultural	67
9	Sporting Subjects	4
10	Education and Training	142
11	Public Service Subjects	191
12	Communications (Non Formula)	6
13	Quarries Mines etc	2
14	Petrochemical	3
15	Religious	17
16	Health Medical	43
17	Other	248
18	Care Facilities	32
19	Advertising	61
20	Undertakings	34



Renfrewshire Valuation Joint Board

Report to: Renfrewshire Valuation Joint Board

Meeting on: 19th November 2017

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 2017 to 30th September 2017

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	407	405	99.51%	2	0.49%	100.00%	0	0.00%
East Renfrewshire	117	114	97.44%	3	2.56%	100.00%	0	0.00%
Inverclyde	65	63	96.92%	0	0.00%	96.92%	2	3.08%
RVJB totals	589	582	98.81%	5	0.85%	99.66%	0	0.00%

The performance target of 95% within three months and 99.5% within 6 months have both been exceeded.

In the period from 1st April 2017 to 30th September 2017, the average number of days taken to add a house was as follows:

Council Area	No. Added	Average No. of Days
Renfrewshire	407	19.72
East Renfrewshire	117	22.26
Inverclyde	65	22.23
RVJB Totals	589	20.50

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 2017 to 30th September during 2016 and 2017

Council Area	No. Deleted 2016	No. Deleted 2017
Renfrewshire	87	10
East Renfrewshire	3	7
Inverclyde	5	35
RVJB Total	95	52

3.0 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. 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 2017 to 30th September 2017

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	213	205	96.24%	8	3.76%	100.00%	0	0.00%
East Renfrewshire	43	35	81.40%	8	18.60%	100.00%	0	0.00%
Inverclyde	50	40	80.00%	10	20.00%	100.00%	0	0.00%
RVJB totals	306	280	91.50%	26	8.50%	100.00%	0	0.00%

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 targets of 80% to be actioned within 3 months and 95% within 6 months have been exceeded.

4.0 General Conclusions

The performance levels detailed above are in line with our expectations.

5.0 Recommendations

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

Jacqueline Murgatroyd
Divisional Assessor & Assistant ERO
17 October 2017

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



Renfrewshire Valuation Joint Board

Report to : Renfrewshire Valuation Joint Board

Meeting on : 17th November 2017

Subject : Canvass/ Electoral Update Report

Author : Assessor & Electoral Registration Officer

1.0 Introduction

This report is to provide members with an update on the ongoing Electoral Registration Annual Canvass and if necessary any other electoral issues facing the Board.

2.0 Annual Canvass

Under IER the Canvass has the following stages:

2.1 Issue of Household Enquiry Forms (HEFs):

The first stage of the Canvass was issue of HEFs to all properties in the Joint Board area. These forms invited those at each house to complete and return the form, to respond by telephone or internet and new electors to register online. This year we introduced a change to our issue date and brought it forward from August to 12th July 2017, to see what effect, if any, this had on response rates. The numbers issued were as follows, I have shown 2016 Data to allow for comparisons to be made.

Council	Household Enquiry Form 2016	Household Enquiry Form 2017
East Renfrewshire	38,352	38,654
Inverclyde	38,807	38,793
Renfrewshire	84,923	85,561
Total	162,082	163,008

Any changes notified by post, telephone or internet resulted in the issue of an invitation to register (ITR) which could be completed on-line by using the Government Registration Portal or by personal application via post or telephone call.

2.2 Issue of Reminders:

Where no response had been made to the initial issue of HEFs, reminders were issued on 14th August 2017. The numbers issued were as follows:

Council	2016	2016	2017	2017
	1 st Reminder	2 nd Reminder	1 st Reminder	2 nd Reminder
East Renfrewshire	16,141	10,774	16,485	10,657
Inverclyde	18,519	13,668	20,141	13,960
Renfrewshire	41,216	30,407	43,556	30,912
Total	75,876	54,949	80,182	55,529

The issue of Second Reminders was incorporated with the Door-to-Door Canvass.

2.3 Door-to-Door Canvass:

IER mandates that at least one visit will be made to properties with electors who have made no response. This will be carried out as part of the Second Reminder exercise.

For this Canvass, we had to arrange a door-to-door visit for properties where we had no response. Temporary Canvassers have been working round these since 25th September 2017.

This is the information we supplied to the EC when providing our canvass update:

The availability of time, funding and canvassers forced us to look closely again at how to deal with the 2nd reminder stage for this year's canvass. We decided to split the 55,529 non returned HEF's into 2 categories:-

Firstly households with recent occupier information (around 20,000) and

Secondly households where we were less confident with the information held as it was either old or there was no occupier information (around 35,000).

We then focused on the 35,000 households with no/old information and sent a canvasser to door knock each household. The 20,000 with recent occupier information were treated as lower priority and were posted as we believed that this was a more efficient way of dealing with them. We first introduced this practice at last year's canvass and we found that we had a better response to these posted Second reminders than we had from the door knock by a canvasser. I intend to monitor returns from those posted again this year and follow-up if necessary.

2.4 Local Secondary Checks:

Under the legislation in force, local data held by Councils and other bodies including Council Tax Billing records, lists of social tenancies and lists of private tenancies cannot be used for this Canvass. This continues to add to the complexity and cost of the Canvass.

2.5 Publication of Registers:

This takes place on 1st December 2017.

2.6 Boundary Review:

The 2018 Review of UK Parliament Constituencies is at present out for consultation which is due to end in mid December. We will be working closely with our three councils to implement any changes required.

2.7 Costs:

This is the third “business as usual” Canvass since the introduction of IER. This type of canvass and the ongoing business as usual issue of HEF’s and ITR’s throughout the year is more expensive than the previous style of canvass. The UK Government has stated in the past that they will fund the extra expense of running this new version. Given the expensive nature of the canvass the UK Government set up pilot programs in England last year, with a further 2 being added in Scotland this year, to look at ways of reducing the ongoing costs of the annual canvass. Any permanent changes which may be suggested from these pilots will require legislative changes and securing parliamentary time for debating any such legislation, given the current pressures on parliamentary time, may prove problematic. I think it prudent therefore to continue to budget for the existing cost of the canvass and ensure we receive the “top up” funding from the UK Government as previously discussed.

3. The Next Year:

3.1 Elections:

There are no scheduled elections for next year at present. However, we need to be prepared should a snap election or by election be called at short notice.

General Conclusions

I would like to take this opportunity to thank the staff for their continuing hard work and effective management of the Annual Canvass.

Recommendations

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

Kate A Crawford - 8th November 2017

For further information please contact Kate Crawford on 0141-618-5903
Or via e-mail at kate.crawford@renfrewshire-vjb.gov.uk