



Renfrewshire Valuation Joint Board

Report to : Renfrewshire Valuation Joint Board
Meeting on : 18th January 2019
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 2018 to 31st December 2018

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	745	728	97.73%	15	2.01%	99.74%	2	0.26%
East Renfrewshire	155	149	96.13%	6	3.87%	100%	0	0.00%
Inverclyde	140	136	97.14%	4	2.86%	100%	0	0.00%
RVJB totals	1040	1,013	97.40%	25	2.40%	99.80%	2	0.20%

This performance exceeds our target of 95% within three months and our target of 99.5% within 6 months.

In the period from 1 April 2018 to 31st December 2018, the average number of days taken to add a house was as follows:

Council Area	No. Added	Average No. of Days
Renfrewshire	745	28.58
East Renfrewshire	155	34.46
Inverclyde	140	33.70
RVJB Totals	1040	30.14

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 2017 and 2018

Council Area	No. Deleted 2017	No. Deleted 2018
Renfrewshire	20	170
East Renfrewshire	9	16
Inverclyde	48	92
RVJB Total	77	278

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 2018 to 31st December 2018

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	228	178	78.07%	46	20.18%	98.25%	4	1.75%
East Renfrewshire	76	61	80.26%	10	13.16%	93.42%	5	6.58%
Inverclyde	109	84	77.06%	17	15.60%	92.66%	8	7.34%
RVJB totals	413	323	78.21%	73	17.68%	95.89%	17	4.11%

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 target of having 80 % of alterations actioned within 3 months has been narrowly missed. However, performance over the 6 months period has recovered the position as the target of 95% of alterations completed within this time period has been achieved.

4.0 General Conclusions

Valuation staff have been heavily involved in discharging the statutory duty of disposing of the 2017 Revaluation appeals throughout 2018 and aim to have disposed of approximately 70% of these appeals by the 1st April 2019.

Disposal of revaluation appeals is resource intensive and the appeals for the 2017 Revaluation have been particularly challenging. In addition, there have been two long term staff absences, and 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. This has led to only one target being missed and the fact that the overall level of performance in all other sectors of business has continued at such high levels is a testament to the staffs' commitment.

The performance levels are in line with our expectations at this time in the 2017 Revaluation cycle.

5.0 Recommendations

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

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