



Renfrewshire Valuation Joint Board

Report to: Renfrewshire Valuation Joint Board

Meeting on: 16th August 2019

Subject: Performance Report

Author: Assistant Assessor & 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 2019 to 30th June 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	258	250	96.90%	7	2.71%	99.61%	1	0.39%
East Renfrewshire	62	58	93.55%	3	4.84%	98.39%	1	1.61%
Inverclyde	28	25	89.29%	0	0.00%	89.29%	3	10.71%
RVJB totals	348	333	95.69%	10	2.87%	98.56%	5	1.44%

This performance exceeds our target of 95% within three months but unfortunately, we have narrowly missed our target of 99.5% within 6 months as our performance was 98.56%. This slight dip in performance of less than 1% does not give us cause for concern as the new functional based workforce has only been in place since December 2018. In addition, a number of the new properties added to the Valuation (Council Tax) List had not been notified to the Board until the dwellings had been occupied for a period of time.

In the period from 1st April 2019 to 30th June 2019, the average number of days taken to add a house was as follows:

Council Area	No. Added	Average No. of Days
Renfrewshire	258	25.84
East Renfrewshire	62	38.74
Inverclyde	28	49.88
RVJB Totals	348	30.07

This measure is within 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 2019 to 30th June 2019

Council Area	No. Deleted 2018	No. Deleted 2019
Renfrewshire	16	1
East Renfrewshire	4	13
Inverclyde	6	37
RVJB Total	26	51

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. 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 30th June 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	112	107	95.54%	1	0.89%	96.43%	4	3.57%
East Renfrewshire	45	45	100.00%	0	0.00%	100.00%	0	0.00%
Inverclyde	48	47	97.92%	0	0.00%	97.92%	1	2.08%
RVJB totals	205	199	97.07%	1	0.49%	97.56%	5	2.44%

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.

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5th August 2019

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