

Report

Report to:	Lanarkshire Valuation Joint Board
Date of Meeting:	4 September 2023
Report by:	Assessor and Electoral Registration Officer

Subject:	Progress Update
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide an overview of the service to members
- ◆ outline current issues and service priorities
- ◆ provide an update on performance
- ◆ highlight issues affecting the future direction of the Joint Board

2. Recommendation(s)

2.1. The Board is asked to approve the following recommendation(s):-

- (1) that the content of the report be noted.

3. Service Overview and Priorities

3.1. Electoral Registration

3.1.1. Annual Canvass

The 2023 canvass is now well under way. National matching and local matching against DWP and Council Tax records respectively matched over 253,000 households of a total of almost 319,000 with canvass communication letters being issued to each of these matched properties.

Canvass forms were issued to the remaining 65,199 properties on 1 August which requires a response to be made. Where no response is made, reminders will be issued week beginning 28 August 2023 with the door-to-door element of the canvass expected to commence around 20 September 2023. Staff are currently engaged in securing temporary employment of these canvassers.

3.1.2. UK Parliamentary Boundary Review

Following the laying of the Boundary Commission's final recommendations on 28 June, Lanarkshire Valuation Joint Board (LVJB) staff are currently working to administer the relevant changes to our electronic records. To ensure accuracy, a short-life working group of Electoral Registration Officer (ERO) staff has been created who have scheduled meetings with the staff of the Returning Officers of both North and South Lanarkshire. Revised registers will be published on 1 December 2023 in the new UK Parliamentary constituencies.

3.1.3. **Elections Act 2022**

The UK Government has introduced a number of changes to electoral registration through The Elections Act 2022 for UK Parliamentary elections. The first change saw the introduction of a new ERO Portal to administer Voter Authority Certificates in January 2023.

The Act introduces further changes which will come into force from July 2023 onwards in tranches. The next major changes will be to the absent vote process due to be introduced on 31 October 2023 which involves a new online service and an extension of the franchise for overseas electors from January 2024.

LVJB's management team continue to implement the changes required as a result of the introduction of the Act.

3.1.4. **Elections Held Since Last Board Meeting**

15 June – North Lanarkshire Council – Ward 15 Bellshill

6 July – South Lanarkshire Council – Ward 9 East Kilbride

Additionally, the Rutherglen and Hamilton West recall petition was administered in the 6-week period to 31 July 2023 with the result now leading to a further by-election later this year.

This recall petition was the first electoral event in Scotland under which voter ID was required. Electors without an accepted form of photo ID were required to apply to the ERO via the digital service or by completing a paper application for a Voter Authority Certificate (VAC) free of charge. Only 9 applications were made for this constituency in the period from the recall petition being announced.

3.2. **Non-Domestic Valuation**

A summary of information in this area can be found in Appendices 1.1 to 1.5.

3.2.1. **Changes to the 2023 Valuation Roll (Running Roll)**

These are highlighted in Appendices 1.1 and 1.2 for the period 1 April 2023 to 1 August 2023.

3.2.2. **2005 Valuation Roll Appeals (Revaluation and Running Roll)**

A summary of the position with 2005 Revaluation and Running Roll appeals is contained in Appendix 1.3. The outstanding 7 appeals from this revaluation period relate to subjects which now fall to be dealt with by the Renfrewshire Valuation Joint Board under the terms of the designated Assessors' regime.

3.2.3. **2010 Valuation Roll Appeals (Revaluation and Running Roll)**

A summary of the position with 2010 Revaluation and Running Roll appeals is contained in Appendix 1.4. It should be noted that all appeals relevant to the 2010 revaluation period have been settled.

3.2.4. **2017 Valuation Roll Appeals (Revaluation and Running Roll)**

A summary of the position with regards to 2017 Revaluation and Running Roll appeals is contained in Appendix 1.5. Table 2 continues to include the exceptionally large numbers of appeals received in connection with the coronavirus pandemic.

The Scottish Courts and Tribunals Service and the Scottish Government are aware of the large number of COVID-19 appeals still to be dealt with across the country and following a consultation exercise, the Scottish Government has now legislated for the extension of the disposal date for such appeals by 12 months to 31 December 2024.

The vast majority of the outstanding appeals appeal shown at Appendix 1.5 have been transferred from the Lanarkshire Valuation Appeal Panel to the newly created Local Taxation Chamber of the Scottish Courts and Tribunals Service who have written to the appellants or their professional agent to advise if they wish to maintain these appeals for a future hearing.

A further 56 appeals have been transferred from the Lands Tribunal for Scotland to the Upper Tribunal for Scotland. Again, the appellants will be written to, seeking confirmation of their intention to maintain the appeal.

3.3. Council Tax

A summary of information in this area can be found in Appendices 2.1 to 2.4.

3.3.1. New Houses

A summary of the position for the period 1 April 2023 to 1 August 2023 is contained at Appendix 2.2.

3.3.2. Proposals and Appeals

Appendices 2.3 and 2.4 contain information on Council Tax proposals and appeals.

4. Staffing

- 4.1. Since the last Board meeting two members of the Audit and Information Management Team have vacated their posts, one leaving the organisation and the other taking up the vacant post of electoral services section leader. The two resultant vacant posts in the Audit and Information Management Team were filled by external candidates following a successful recruitment and selection process, with start dates yet to be agreed.

The vacant post of Assistant Assessor and Electoral Registration Officer has been offered to an external candidate following a successful interview and the subsequent steps of the recruitment process are now being undertaken by South Lanarkshire Council Personnel Services.

A Divisional Assessor retired from the organisation and a recruitment and selection process is now underway to appoint a replacement. A trainee valuer has also tendered her resignation to take up a post with North Lanarkshire Council

LVJB's management team continue to actively monitor staffing requirements in relation to service provision needs.

- 4.2. Staff absence levels for the last year are summarised in Appendix 3.0.

5. Other Matters

5.1. Complaints Received and Dealt with Since Last Progress Update Report

Since the last update provided to the Board, there have been no complaints received by the organisation.

5.2. Complaints to the Ombudsman

No decisions have been received from the Scottish Public Services Ombudsman (SPSO) since the last meeting of the Board.

6. Employee Implications

6.1. See 4 above.

7. Financial Implications

7.1. None.

8. Climate Change, Sustainability and Environmental Implications

8.1. There are no climate change, sustainability, or environmental implications in terms of the information contained in this report.

9. Other Implications

9.1. There are no implications for risk in terms of the information contained in this report.

10. Equality Impact Assessment and Consultation Arrangements

10.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function, or strategy and, therefore, no impact assessment is required.

10.2. There is no requirement for consultation in respect of this report.

11. Privacy Impact Assessment

11.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

Renzo Pacitti BSc MRICS

Assessor and Electoral Registration Officer

28 August 2023

Previous References

♦ Progress Update Report for Board meeting of 6 March 2023

List of Background Papers

♦ None

Contact for Further Information

If you require further information, please contact:-

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Alterations made to the Valuation Roll (including appeal adjustments) between 01/04/2023 and 01/08/2023

Area	AS AT 01/04/2023		ADDED		DELETED		ALTERED		AS AT 01/08/2023	
	SUBJECTS	RV	SUBJECTS	RV	SUBJECTS	RV	SUBJECTS	RV	SUBJECTS	RV
North Lanarkshire	10,507	304,958,720	554	2,014,325	164	643,625	25	-36,100	10,897	306,329,420
South Lanarkshire	11,072	809,007,634	591	2,178,120	60	241,445	81	-1,125,500	11,603	810,944,309
LVJB total	21,579	£1,113,966,354	1,145	£4,192,445	224	£885,070	106	- £1,161,600	22,500	£1,117,273,729

Summary of time taken to make alterations (excluding appeal adjustments) to the Valuation Roll

Period : 1 April 2023 to 1 August 2023

Area	Total altered	altered < 3 months		altered 3 to 6 months		altered > 6 months	
	No.	No.	%age	No.	%age	No.	%age
North Lanarkshire	735	722	98.23%	13	1.77%	0	0%
South Lanarkshire	722	721	99.86%	1	0.14%	0	0%
LVJB totals	1457	1443	99.04%	14	0.96%	0	0%

Valuation Roll Appeals: Revaluation and Running Roll 2005

1. Revaluation Appeals

Area	Appeals received since 2005 Valuation Roll	Appeals resolved as at 1 August 2023	Appeals heard but awaiting stated case for appeal to Lands Valuation Appeal Court	Rateable Value of Appeals in process of appeal to LVAC	Appeals outstanding awaiting determination by the Upper Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination by the Upper Tribunal for Scotland	Appeals Outstanding as at 1 August 2023
North Lanarkshire	3,921	3,918	0	£0	3	£76,150	3
South Lanarkshire	3,148	3,147	0	£0	1	£50,800	1
LVJB total	7,069	7,065	0	£0	4	£126,950	4

2. Running Roll Appeals

Area	Appeals received since 2005 Valuation Roll	Appeals resolved as at 1 August 2023	Appeals heard but awaiting stated case for appeal to Lands Valuation Appeal Court	Rateable Value of Appeals in process of appeal to LVAC	Appeals outstanding awaiting determination by the Upper Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination by the Upper Tribunal for Scotland	Appeals Outstanding as at 1 August 2023
North Lanarkshire	2,023	2,022	0	£0	1	£36,500	1
South Lanarkshire	1,695	1,693	0	£0	2	£90,050	2
LVJB total	3,718	3,715	0	£0	3	£126,550	3

Valuation Roll Appeals: Revaluation and Running Roll 2010

1. Revaluation Appeals

Area	Appeals received since 2010 Valuation Roll	Appeals resolved as at 1 August 2023	Appeals heard but awaiting stated case for appeal to Lands Valuation Appeal Court	Rateable Value of Appeals in process of appeal to LVAC	Appeals outstanding awaiting determination by the Upper Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination by the Upper Tribunal for Scotland	Appeals Outstanding as at 1 August 2023
North Lanarkshire	4,460	4,460	0	£0	0	£0	0
South Lanarkshire	3,103	3,103	0	£0	0	£0	0
LVJB total	7,563	7,563	0	£0	0	£0	0

2. Running Roll Appeals

Area	Appeals received since 2010 Valuation Roll	Appeals resolved as at 1 August 2023	Appeals heard but awaiting stated case for appeal to Lands Valuation Appeal Court	Rateable Value of Appeals in process of appeal to LVAC	Appeals outstanding awaiting determination by the Upper Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination by the Upper Tribunal for Scotland	Appeals Outstanding as at 1 August 2023
North Lanarkshire	5,480	5,480	0	£0	0	£0	0
South Lanarkshire	6,727	6,727	0	£0	0	£0	0
LVJB total	12,207	12,207	0	£0	0	£0	0

Valuation Roll Appeals: Revaluation and Running Roll 2017

1. Revaluation Appeals

Area	Appeals received since 2017 Valuation Roll	Appeals resolved as at 1 August 2023	Appeals heard but awaiting stated case for appeal to Lands Valuation Appeal Court	Rateable Value of Appeals in process of appeal to LVAC	Appeals outstanding awaiting determination by the Upper Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination by the Upper Tribunal for Scotland	Appeals Outstanding as at 1 August 2023
North Lanarkshire	4,726	4,714	0	£0	12	£2,715,975	12
South Lanarkshire	4,553	4,536	0	£0	17	£80,070,775	17
LVJB total	9,279	9,250	0	£0	29	£82,786,750	29

2. Running Roll Appeals

Area	Appeals received since 2017 Valuation Roll	Appeals resolved as at 1 August 2023	Appeals heard but awaiting stated case for appeal to Lands Valuation Appeal Court	Rateable Value of Appeals in process of appeal to LVAC	Appeals outstanding awaiting determination by the Upper Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination by the Upper Tribunal for Scotland	Appeals Outstanding as at 1 August 2023
North Lanarkshire	4,672	3,268	0	£0	2	£21,125	1,404
South Lanarkshire	5,044	3,239	0	£0	25	£804,010,575	1,805
LVJB total	9,716	6,507	0	£0	27	£803,750,000	3,209

Council Tax Subjects as at 01/05/2023

BAND	ENTRIES AS AT 01/04/2023			ADDITIONS			DELETIONS			CURRENT ENTRIES			BAND 'D' EQUIVALENT		
	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL
A	53052	36034	89086	26	49	75	182	7	189	52896	36076	88972	35266	24052	59318
B	38020	30807	68827	27	37	64	6	6	12	38041	30838	68879	29588	23986	53574
C	20210	26973	47183	132	82	214	5	2	7	20337	27053	47390	18078	24047	42125
D	18002	22138	40140	100	107	207	3	2	5	18099	22243	40342	18099	22243	40342
E	17377	20736	38113	59	54	113	3	3	6	17433	20787	38220	22905	27312	50217
F	10287	13714	24001	78	120	198	2	0	2	10363	13834	24197	16840	22480	39320
G	3108	7042	10150	13	51	64	0	1	1	3121	7092	10213	6112	13888	20000
H	167	585	752	2	0	2	0	1	1	169	584	753	414	1431	1845
TOTAL	160223	158029	318252	437	500	937	201	2	223	160459	158507	318966	147302	159439	306741
'D' EQIV.	146952	158854	305806	490	607	1097	141	21	162	147302	159439	306741			

JOINT BOARD TOTALS

		01/04/23	01/08/23	Increase
TOTAL CHARGEABLE ENTRIES	North	160223	160459	236
	South	158029	158507	478
	Total	318966	318966	714
BAND 'D' EQUIVALENT	North	146952	147302	350
	South	158854	159439	585
	Total	305806	306741	935

Summary of time taken to enter new houses in Valuation (Council Tax) List

Period: 1 April 2023 to 1 August 2023

Area	Total added	added < 3 months		added 3 to 6 months		added > 6 months	
North Lanarkshire	437	409	93.59%	18	4.12%	10	2.29%
South Lanarkshire	500	486	97.20%	4	0.80%	10	2.00%
LVJB totals	937	895	95.52%	22	2.35%	20	2.13%

Summary of Council Tax Proposals/Appeals received and dealt with as at 1 August 2023

Valid	Proposals/Appeals received since 1 April 2023	Proposals/Appeals completely resolved 01/04/2023 to 01/08/2023	Outstanding Proposals/Appeals
North Lanarkshire	8	11	14
South Lanarkshire	27	36	21
LVJB total	35	47	35

Invalid	Proposals/Appeals received since 1 April 2023	Proposals/Appeals completely resolved 01/04/2023 to 01/08/2023	Outstanding Proposals/Appeals
North Lanarkshire	14	43	16
South Lanarkshire	41	61	28
LVJB total	55	104	44

Combined	Proposals/Appeals received since 1 April 2023	Proposals/Appeals completely resolved 01/04/2023 to 01/08/2023	Outstanding Proposals/Appeals
North Lanarkshire	22	54	30
South Lanarkshire	68	97	49
LVJB total	90	151	79

Summary of resolution of Council Tax Proposals/Appeals Between 1 April 2023 and 1 August 2023

Valid	Proposals/Appeals completely resolved 01/04/2023 to 01/08/2023	Number withdrawn	Number abandoned	Number adjusted	Number dismissed by VAC/LTC	Number adjusted by VAC
North Lanarkshire	11	5	0	6	0	0
South Lanarkshire	36	28	0	8	0	0
LVJB total	47	33	0	14	0	0

Invalid	Proposals/Appeals completely resolved 01/04/2023 to 01/08/2023	Number withdrawn	Number abandoned	Number adjusted	Number dismissed by VAC/LTC	Number adjusted by VAC
North Lanarkshire	43	0	42	1	0	0
South Lanarkshire	61	5	52	0	4	0
LVJB total	104	5	94	1	4	0

Combined	Proposals/Appeals completely resolved 01/04/2023 to 01/08/2023	Number withdrawn	Number abandoned	Number adjusted	Number dismissed by VAC/LTC	Number adjusted by VAC
North Lanarkshire	54	5	42	7	0	0
South Lanarkshire	97	33	52	8	4	0
LVJB total	151	38	94	15	4	0

ABSENCE MANAGEMENT STATISTICS

Month	Self Certified		Medically Certified		Unauthorised Absence		Total			Total			
										Month	No of Days	Work days available	%
	No of Days	%	No of Days	%	No of Days	%	No of Days	Work Days Avail	%				
August 2022	20	1.4%	90	6.4%	Nil	0.0%	110	1401	7.9%	August 2021	74	1356	5.5%
September 2022	16	1.2%	77	5.6%	Nil	0.0%	93	1373	6.8%	September 2021	55	1383	4.0%
October 2022	6	0.4%	63	4.7%	Nil	0.0%	69	1335	5.2%	October 2021	65	1367	4.8%
November 2022	13	0.9%	51	3.7%	Nil	0.0%	64	1378	4.6%	November 2021	95	1404	6.8%
December 2022	18	1.3%	62	4.5%	Nil	0.0%	80	1384	5.8%	December 2021	96	1459	6.6%
January 2023	12	0.9%	28	2.0%	Nil	0.0%	40	1369	2.9%	January 2022	52	1344	3.9%
February 2023	22	1.8%	28	2.3%	Nil	0.0%	50	1226	4.1%	February 2022	66	1262	5.2%
March 2023	11	0.8%	46	3.3%	NIL	0.0%	57	1397	4.1%	March 2022	102	1402	7.3%
April 2023	19	1.6%	17	1.4%	Nil	0.0%	36	1225	2.9%	April 2022	49	1262	3.9%
May 2023	6	0.4%	26	1.8%	Nil	0.0%	32	1417	2.3%	May 2022	24	1345	1.8%
June 2023	10	0.8%	20	1.5%	Nil	0.0%	30	1306	2.3%	June 2022	99	1347	7.3%
July 2023	3	0.2%	21	1.7%	Nil	0.0%	24	1240	1.9%	June 2022	90	1277	7.0%
Averages for 12 months	13	1.0%	44	3.3%	Nil	0.0%	57	1338	4.3%		95	1404	6.8%