

# Report

Report to:	<b>Lanarkshire Valuation Joint Board</b>
Date of Meeting:	<b>5 December 2011</b>
Report by:	<b>Depute Assessor and Electoral Registration Officer</b>

Subject:	<b>Lanarkshire Valuation Joint Board 2011 – 2015 Service Plan – Update</b>
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## **1. Purpose of Report**

1.1. The purpose of the report is to:-

- ◆ Provide members with an update on LVJB's Service Plan covering the period 2011 - 2015.

## **2. Recommendation(s)**

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

- (1) that the contents of the report are noted.

## **3. Background**

- 3.1. A Service Plan for LVJB covering the period 2011 – 2015 was approved at the Board meeting of 6 June 2011.
- 3.2. An undertaking to provide updates to Board members on key business areas and progress on specific projects contained within the Service Plan was given at the June meeting.

## **4. Key Business Areas**

- 4.1. The Service Plan sets out the key business areas identified for LVJB over the coming four year period and highlights ownership of key tasks with a view to ensuring that LVJB's services are delivered as effectively and efficiently as possible to service users.
- 4.2. LVJB's new Service Plan includes an updated Mission and Vision statement, reaffirming that LVJB seeks to achieve completeness and accuracy in all work undertaken. This includes production of:-
- a complete Electoral Register which includes all eligible electors in Lanarkshire, accurately named at their qualifying address
  - a complete Valuation Roll which includes all relevant lands and heritages with accurate rateable values
  - a complete Valuation (Council Tax) List which includes all dwellings with accurate bands

## **5. Key Challenges - Update**

5.1 The report provides updates on key challenges identified within the three key business areas of the Board, namely - Electoral Registration, Non-Domestic Rating, and Council Tax.

## **6. Employee Implications**

6.1 None.

## **7. Financial Implications**

7.1 Financial issues in relation to the Service Plan are covered annually as part of the budgetary process and discussions with the Treasurer to the Board.

## **8. Other Implications**

8.1 The full implementation of the Service Plan is dependent upon a number of key issues including available resources and adequate level of funding of the Board to deliver on key business areas.

8.2 There are no implications for sustainability in terms of the information contained in this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

9.1 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. Privacy Impact Assessment**

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.

**Gary Bennett**

**Depute Assessor and Electoral Registration Officer**

17 November 2011

## **Previous References**

LVJB Service Plan 2011 – 2015, approved at Joint Board meeting of 6 June 2011.

## **List of Background Papers**

None

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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