

Report

Report to:	Lanarkshire Valuation Joint Board
Date of Meeting:	13 March 2017
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 Rolling Registration

Invitation to register forms (ITRs) generated as a result of new Council Tax liabilities information received by LVJB continue to be issued.

3.1.2 Individual Electoral Registration

A bid for extra funding has been made to the Cabinet Office to cover additional expenditure as a result of the introduction of Individual Electoral Registration, in particular in relation to the costs incurred carrying out the annual canvass exercise.

3.1.3 Postal Voting Security Arrangements

As part of the requirement to maintain postal voting security arrangements, letters are issued every five years to electors who have a postal vote, seeking an updated version of their signature. Around 6,000 letters have been issued and the refresh exercise is timed to be completed before the issue of poll cards for the forthcoming Local Government elections.

3.1.4 Elections Held Since Last Board Meeting

There have been no elections held since the last meeting of the Board.

Preparations continue for the Local Government elections, in consultation with the staff of the respective Returning Officers. The Electoral Management Board held a joint seminar with the Electoral Commission on 12 January 2017 in Glasgow City Chambers which addressed a range of issues related to the planning and delivery of this year's elections.

3.2 Non Domestic Valuation

A summary of information in this area can be found in Appendices 1.1 to 1.4.

3.2.1 Changes to the Valuation Roll (Running Roll)

These are highlighted in Appendices 1.1 and 1.2 for the period 1 April 2016 to 1 February 2017.

3.2.2 2005 Valuation Roll Outstanding Appeals (Revaluation and Running Roll)

A summary of the position with outstanding 2005 Revaluation and Running Roll appeals is contained in Appendix 1.3.

3.2.3 2010 Revaluation Appeals

A summary of the position with 2010 Revaluation appeals is contained within table 1 of Appendix 1.4.

3.2.4 2010 Valuation Roll Outstanding Appeals (Running Roll)

A summary of the position with 2010 running roll appeals is contained within table 2 of Appendix 1.4. Appeal decisions continue to be uploaded to the Lanarkshire Valuation Appeal Panel website – www.lvap.org

3.2.5 2017 Non Domestic Revaluation

Revaluation notices are on schedule to be issued in time for the revised values coming into effect on 1 April 2017. Late representation by industry representatives in connection with Electricity related subjects have been made. Such subjects, including transmission and distribution networks, are both complex to value and of high value. Discussions have also included the Scottish Government to feed into their budgetary preparations, given the high value level of the electricity undertakings. The 2017 revaluation continues to be managed via LVJB's Revaluation Strategy Group.

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 2016 to 1 February 2017 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. Number of appeals outstanding at any one time have begun to reduce once again, however, the increase in payments from band E and above, together with any increase from constituent authorities in council tax, is likely to result in more proposals being received.

4. Staffing

4.1. 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 for the Board meeting, two complaints have been received and investigated, a summary of which is as follows:

Service Area	Nature of Complaint	Outcome
Council Tax (ref: 2016/17 – 11)	Complaint against an increase in band following alteration to the property and its subsequent sale.	Letter issued explaining that actions were in accordance with legislation and were carried out timeously. Letter also informed complainant that the appeal would be cited for the first available hearing of a committee of the local Valuation Appeal Panel.
Council Tax (ref: 2016/17 – 12)	Complaint in respect of the content of a meeting and to the validity of a withdrawal of an appeal.	Letter issued explaining the possible misunderstanding at the meeting and further explaining that the previous appeal was in fact withdrawn.

5.2 Complaints to the Ombudsman

No decisions have been issued by the Scottish Public Services Ombudsman since the last progress update report to the Board.

6. Employee Implications

6.1. See paragraph 4 above.

7. Financial Implications

7.1. None.

8. Other Implications

8.1. There are no implications for risk or 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.

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

9.3. The 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. Thanks to the Board

10.1. I would like to take this opportunity to thank all Board members for their support over the last five years, not least to Councillor Cairney who I have much admiration for with regards to the professional manner in which he has performed his duties as Board Convener.

The period over which the current Board have presided has probably been the most challenging since the inception of Lanarkshire Valuation Joint Board, a period which has seen several major undertakings for our organisation including: the introduction of Individual Electoral Registration, the biggest change to how people register to vote in over 100 years; major electoral events resulting in unprecedented registration activity, including the referendum on Scottish Independence, and the more recent referendum on membership of the European Union; and of course the revaluation of all non domestic properties, the first time in seven years that such an undertaking has been required. These major activities have of course required to be undertaken against the backdrop of continual budgetary pressures. The staff and myself recognise and acknowledge how supportive the Board members have been during this challenging period and wish each member all the very best for the future, whatever that may hold.

Gary Bennett BSc MSc AEA (Cert-Scotland) MRICS IRRV (Hons)
Assessor and Electoral Registration Officer
16 February 2017

Previous References

Progress Update Report for Board meeting of 5 December 2016

List of Background Papers

None.

Contact for Further Information

If you require further information, please contact:-

Gary Bennett, Assessor and Electoral Registration Officer

Phone: 01698 476078

E-mail: assessor@lanarkshire-vjb.gov.uk

Alterations made to the Valuation Roll (including appeal adjustments) between 01/04/2016 and 01/02/2017

Area	AS AT 01/04/16		ADDED		DELETED		ALTERED		AS AT 01/02/2017	
	SUBJECTS	RV	SUBJECTS	RV	SUBJECTS	RV	SUBJECTS	RV	SUBJECTS	RV
North Lanarkshire	9,803	298,894,516	147	1,241,040	111	921,270	164	-239,315	9,847	298,974,971
South Lanarkshire	9,851	648,993,567	164	2,284,510	155	2,470,490	152	-11,834,155	9,860	636,973,432
LVJB total	19,654	£947,888,083	311	£3,525,550	266	£3,391,760	316	-£12,073,470	19,707	£935,948,403

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

Period : 1 April 2016 to 1 February 2017

Area	Total altered	altered < 3 months		altered 3 to 6 months		altered > 6 months	
	No.	No.	%age	No.	%age	No.	%age
North Lanarkshire	380	313	82.37%	54	14.21%	13	3.42%
South Lanarkshire	394	343	87.06%	28	7.11%	23	5.84%
LVJB totals	774	656	84.75%	82	10.59%	36	4.65%

Valuation Roll Appeals: Revaluation and Running Roll 2005

1. Revaluation Appeals

Area	Appeals received since 2005 Valuation Roll	Appeals resolved as at 1 February 2017	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 of Lands Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination of LT	Appeals Outstanding as at 1 February 2017
North Lanarkshire	3,921	3,916	0	£0	5	£95,600	5
South Lanarkshire	3,148	3,146	0	£0	2	£82,400	2
LVJB total	7,069	7,062	0	£0	7	£178,000	7

2. Running Roll Appeals

Area	Appeals received since 2005 Valuation Roll	Appeals resolved as at 1 February 2017	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 of Lands Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination of LT	Appeals Outstanding as at 1 February 2017
North Lanarkshire	2,023	2,005	0	£0	18	£3,019,536	18
South Lanarkshire	1,695	1,678	0	£0	17	£4,678,250	17
LVJB total	3,718	3,683	0	£0	35	£7,697,786	35

Valuation Roll Appeals: Revaluation and Running Roll 2010

1. Revaluation Appeals

Area	Appeals received since 2010 Valuation Roll	Appeals resolved as at 1 February 2017	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 of Lands Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination of LT	Appeals Outstanding as at 1 February 2017
North Lanarkshire	4,460	4,447	0	£0	13	£3,866,600	13
South Lanarkshire	3,103	3,092	0	£0	11	£3,979,550	11
LVJB total	7,563	7,539	0	£0	24	£7,846,150	24

2. Running Roll Appeals

Area	Appeals received since 2010 Valuation Roll	Appeals resolved as at 1 February 2017	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 of Lands Tribunal for Scotland	Rateable Value of Outstanding Appeals awaiting determination of LT	Appeals Outstanding as at 1 February 2017
North Lanarkshire	5,243	5,109	0	£0	30	£19,141,395	134
South Lanarkshire	6,589	6,425	0	£0	31	£85,600,920	164
LVJB total	11,832	11,534	0	£0	61	£104,742,315	298

Council Tax Subjects as at 01/02/2017

BAND	ENTRIES AS AT 01/04/16			ADDITIONS			DELETIONS			CURRENT ENTRIES			BAND 'D' EQUIVALENT		
	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL	NORTH	SOUTH	TOTAL
A	53702	36423	90125	29	31	60	99	35	134	53632	36419	90051	35756	24281	60037
B	37185	30107	67292	31	94	125	6	9	15	37210	30192	67402	28942	23483	52425
C	19204	25411	44615	92	163	255	6	5	11	19290	25569	44859	17147	22728	39875
D	16045	19998	36043	265	264	529	5	9	14	16305	20253	36558	16305	20253	36558
E	15669	18742	34411	195	205	400	7	5	12	15857	18942	34799	19380	23151	42531
F	8188	11242	19430	273	180	453	9	6	15	8452	11416	19868	12208	16489	28697
G	2782	5903	8685	37	84	121	1	3	4	2818	5984	8802	4697	9974	14670
H	131	482	613	0	26	26	0	2	2	131	506	637	262	1012	1274
TOTAL	152906	148308	301214	922	1047	1969	133	74	207	153695	149281	302976	134698	141371	276068
'D' EQUIV.	133717	140233	273950	1085	1205	2290	104	68	172	134698	141371	276068			

**JOINT BOARD
TOTALS**

		01/04/2016	01/2/2017	Increase
TOTAL CHARGEABLE ENTRIES	North	152906	153695	789
	South	148308	149281	973
	Total	301214	302976	1762
BAND 'D' EQUIVALENT	North	133717	134698	980
	South	140233	141371	1138
	Total	273950	276068	2118

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

Period: 1 April 2016 to 1 February 2017

Area	Total added	added < 3 months		added 3 to 6 months		added > 6 months	
	No.	No.	%age	No.	%age	No.	%age
North Lanarkshire	922	905	98.16%	13	1.41%	4	0.43%
South Lanarkshire	1047	999	95.42%	37	3.53%	11	1.05%
LVJB totals	1969	1904	96.70%	50	2.54%	15	0.76%

Summary of Council Tax Proposals/Appeals received and dealt with as at 1 February 2017

Valid	Proposals/Appeals outstanding @ 1 April 2016	Proposals/Appeals received since 1 April 2016	Proposals/Appeals completely resolved 01/04/2016 to 01/02/2017	Outstanding balance
North Lanarkshire	10	33	25	18
South Lanarkshire	49	48	51	46
LVJB total	59	81	76	64

Invalid	Proposals/Appeals outstanding @ 1 April 2016	Proposals/Appeals received since 1 April 2016	Proposals/Appeals completely resolved 01/04/2016 to 01/02/2017	Outstanding balance
North Lanarkshire	26	42	51	17
South Lanarkshire	61	57	109	9
LVJB total	87	99	160	26

Combined	Proposals/Appeals outstanding @ 1 April 2016	Proposals/Appeals received since 1 April 2016	Proposals/Appeals completely resolved 01/04/2016 to 01/02/2017	Outstanding balance
North Lanarkshire	36	75	76	35
South Lanarkshire	110	105	160	55
LVJB total	146	180	236	90

Summary of resolution of Council Tax Proposals/Appeals Between 1 April 2016 and 1 February 2017

Valid	Proposals/Appeals completely resolved 01/04/2016 to 01/02/2017	Number withdrawn	Number abandoned	Number adjusted	Number dismissed by VAC	Number adjusted by VAC
North Lanarkshire	26	14	0	1	11	0
South Lanarkshire	51	27	0	4	20	0
LVJB total	77	41	0	5	31	0

Invalid	Proposals/Appeals completely resolved 01/04/2016 to 01/02/2017	Number withdrawn	Number abandoned	Number adjusted	Number dismissed by VAC	Number adjusted by VAC
North Lanarkshire	50	1	40	0	9	0
South Lanarkshire	109	2	87	0	20	0
LVJB total	159	3	127	0	29	0

Combined	Proposals/Appeals completely resolved 01/04/2016 to 01/02/2017	Number withdrawn	Number abandoned	Number adjusted	Number dismissed by VAC	Number adjusted by VAC
North Lanarkshire	76	15	40	1	20	0
South Lanarkshire	160	29	87	4	40	0
LVJB total	236	44	127	5	60	0

ABSENCE MANAGEMENT STATISTICS

Month	Self Certified		Medically Certified		Unauthorised Absence		Total			Total			
	No of Days	%	No of Days	%	No of Days	%	No of Days	Work Days Avail	%	Month	No of Days	Work days available	%
February 2016	28	2.1%	1	0.1%	Nil	0.0%	29	1358	2.1%	February 2015	34	1318	2.6%
March 2016	9	0.6%	28	1.9%	Nil	0.0%	37	1481	2.5%	March 2015	19	1449	1.3%
April 2016	8	0.6%	21	1.6%	Nil	0.0%	29	1350	2.1%	April 2015	14	1444	1.0%
May 2016	14	1.0%	23	1.6%	Nil	0.0%	37	1397	2.6%	May 2015	6	1376	0.4%
June 2016	24	1.7%	38	2.8%	Nil	0.0%	62	1382	4.5%	June 2015	34	1419	2.4%
July 2016	28	1.7%	36	2.8%	Nil	0.0%	64	1304	4.9%	July 2015	24	1472	1.6%
August 2016	12	0.8%	46	3.1%	Nil	0.0%	58	1462	4.0%	August 2015	18	1342	1.3%
September 2016	16	1.1%	58	3.9%	Nil	0.0%	74	1489	5.0%	September 2015	45	1416	3.2%
October 2016	6	0.4%	42	3.0%	Nil	0.0%	48	1403	3.4%	October 2015	49	1420	3.5%
November 2016	26	1.8%	50	3.4%	Nil	0.0%	76	1461	5.2%	November 2015	36	1375	2.6%
December 2016	19	1.3%	40	2.8%	Nil	0.0%	59	1450	4.1%	December 2015	20	1505	1.3%
January 2017	27	1.9%	29	2.0%	Nil	0.0%	56	1450	3.9%	January 2016	20	1379	1.5%
Averages for 12 months	18	1.3%	34	2.4%	Nil	0.0%	52	1416	3.7%		27	1410	1.9%