

Report

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Report to:	Lanarkshire Valuation Joint Board
Date of Meeting:	30 August 2010
Report by:	Treasurer to Lanarkshire Valuation Joint Board

Subject:	2009/2010 Annual Report and Accounts for Lanarkshire Valuation Joint Board
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise members of the Lanarkshire Valuation Joint Board's final accounts position as at 31 March 2010.

2. Recommendation(s)

2.1. The Board is asked to approve the following recommendations:-

- (1) that the unaudited annual accounts for Lanarkshire Valuation Joint Board for year ended 31 March 2010, be approved.

3. Background

3.1. The Annual Report and Accounts, as detailed at Appendix 1 to the report, shows the Revenue Account and Balance Sheet to 31 March 2010 for Lanarkshire Valuation Joint Board. These accounts have been passed for external audit to PricewaterhouseCoopers LLP.

3.2. The Annual Report and Accounts, as detailed at Appendix 1 to the report, comprises:

- ◆ Introduction by the Convener
- ◆ Service Outline by the Assessor
- ◆ Financial Statement by the Treasurer
- ◆ Income and Expenditure Account for the year ended 31 March 2010
- ◆ Statement of Movement on the General Fund for year ended 31 March 2010
- ◆ Statement of Recognised Gains and Losses for year ended 31 March 2010
- ◆ Balance Sheet as at 31 March 2010
- ◆ Cash Flow Statement for year ended 31 March 2010
- ◆ Notes to the Financial Statements
- ◆ Statement of Accounting Policies
- ◆ Statement of Responsibilities for the Statement of Accounts
- ◆ Statement on the System of Internal Financial Control
- ◆ Audit Arrangements

4. Financial Position

- 4.1. The accounts show that the Board's total revenue expenditure amounted to £3.635 million in 2009/10 and was met by constituent authorities' contributions of £3.611 million and other income of £0.073 million. This results in a surplus of £0.049 million. However, after implementing statutory accounting practice, the net balance on the Board's Income and Expenditure account is zero.
- 4.2. This zero balance takes into account a creditor of £0.074m which is the sum due to both constituent authorities. The two constituent authorities have agreed to the creditor being carried forward into 2010/11. This is shown in the accounts as being due to the constituent authorities rather than as a reserve, because under current legislation, Valuation Joint Boards have no statutory authority to carry forward general balances.

5. Employee Implications

- 5.1. None

6. Financial Implications

- 6.1. None

7. Other Implications

- 7.1. None

8. Equality Impact Assessment and Consultation Arrangements

- 8.1. 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.
- 8.2. There is also no requirement to undertake any consultation in terms of the information contained in the report.

Linda Hardie
Treasurer

10 August 2010

Previous References

- ◆ None

List of Background Papers

- ◆ Lanarkshire Valuation Joint Board Annual Report and Accounts 2009/10.

Contact for Further Information

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

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LANARKSHIRE VALUATION JOINT BOARD

ANNUAL REPORT & ACCOUNTS

2009-2010



LANARKSHIRE VALUATION JOINT BOARD

ANNUAL REPORT & ACCOUNTS 2009-2010

INDEX

Page	Content
1 - 2	Explanatory Foreword
3	Introduction by the Convenor of Lanarkshire Valuation Joint Board
4 - 15	Service Review 2009/2010 - Statement by the Assessor and Electoral Registration Officer
16	Financial Statement by Treasurer
17	Income & Expenditure Account
18	Statement of Movement on the General Fund
19	Statement of Recognised Gains and Losses
20	Balance Sheet
21	Cash Flow Statement
22 - 30	Notes to the Financial Statements
31 – 32	Statement of Accounting Policies
33	Statement of Responsibilities for the Statement of Accounts
34 – 35	Statement on the System of Internal Financial Control
36	Audit Arrangement
37	Glossary of Terms

EXPLANATORY FOREWORD

The purpose of the Annual Report and Accounts is to demonstrate stewardship of the public monies which fund the work of the Board.

The Statement of Recommended Practice 2009 (SORP) produce a set of core financial statements, as set out below

- Income and Expenditure Account – *summary of resources generated and consumed by the Board in the year.*
- Statement of Movement on General Fund balance – *reconciliation showing how the balance of income versus expenditure in the year linked in with statutory requirements for a balanced budget at financial year end.*
- Statement of Recognised Gains and Losses – *demonstration of how the movement in net worth in the Balance Sheet is identified to the Income and Expenditure Account balance and to other unrealised gains and losses.*

The cumulative underspend at the end of the year, which is available to the constituent authorities on 50:50 basis, will be held by the Board, on behalf of the authorities, for utilisation in future years. These monies are reflected as a creditor balance on the Balance Sheet as owing to the constituent authorities, as the Board has no statutory power to carry reserves.

Financial Position

The Income and Expenditure Account and its accompanying notes and statements summarise the costs and sources of funding in carrying out the Board's activities.

For 2009/10, the Revenue Expenditure results for the Board – a bottom line Net Operating Deficit of £0.008m. (P.15) This is negated by accounting entries which leave the Board with a balanced Income and Expenditure Account at the end of the financial year. The creditor balance brought forward from 2008/09 included £0.76m of monies owed to the constituent authorities. As a result of operating activity in 2009/10, this creditor has risen to £0.137m.

Employee Costs of £2.499m (68%) represent a significant proportion of the Board's expenditure.

To comply with the Financial Reporting Standard 17 – Retirement Benefits, the Board's Financial Statements disclose certain information concerning assets and liabilities related to pension schemes for its employees. This is explained in Note 2 to the Financial Statements.

The major element of the Board's income is in respect of the requisitions levied on North and South Lanarkshire Councils who contribute to the estimated expenditure of the Board. This contribution totalled £3.711m in 2009/2010.

There is no movement in cash for 2009/2010, as the cumulative underspend is invested in South Lanarkshire Council's Loans Fund. This reflects the practical arrangement that exists between the Board and South Lanarkshire Council where the Council's Loans Fund lends or borrows according to the required cash flow and activities of the Board.

The Statement of Accounting Policies details the policies implemented when compiling and presenting the Income and Expenditure Account, Balance Sheet and related statements. The accounting policies are those recommended by the Code of Practice on Local Authority Accounting in Great Britain.

The Statement of Responsibilities for the Statement of Accounts advises that the Director of Finance for South Lanarkshire Council is designated Treasurer to the Board and is responsible for the proper administration of the Board's financial affairs. Full details of the Treasurer's responsibilities are included in this statement.

Further information on the Board's finances can be obtained from the Treasurer to the Board, Finance and Information Technology Resources, Floor 4, Almada Street, Hamilton, ML3 0AB.

Introduction by the Convener of Lanarkshire Valuation Joint Board

In my second year as Convener of the Board I would like to express my grateful thanks to the Assessor and all related staff for their efforts during 2009/10 – the year to 31 March 2010 has again been a busy year for both Board members and staff.

North and South Lanarkshire Council Board members continue to work together to ensure that effective decision making has again been undertaken during the financial year.

As the lead authority, I would again express my thanks to the staff of South Lanarkshire Council, for continuing to provide an efficient support service to the Board.

Moving towards another year, I wish the Board every success in its efforts to effectively fulfil all of its duties to the benefit of the citizens of Lanarkshire.

Councillor Bill Shields
Convener – Lanarkshire Valuation Joint Board



OFFICE OF THE ASSESSOR & ELECTORAL REGISTRATION OFFICER

SERVICE REVIEW 2009 – 2010

STATEMENT BY THE ASSESSOR & ELECTORAL REGISTRATION OFFICER

Introduction

The following service review statement relates to the 2009/2010 financial year, which has been challenging in each of our 3 service areas, Council Tax, Non Domestic Rating and Electoral Registration.

General

All of the Joint Board's services faced significant workload challenges during 2009/2010 against a background of budgetary constraints. The Council Tax service continues to deal with the ongoing workload arising from the unprecedented increase in proposals and appeals arising during 2007/2008 and the resulting appeal hearings. The Non-Domestic Rating service successfully completed the work of revaluing all non domestic properties for 2010 against a background of significant changes in the local and national property markets as a result of the current economic downturn. The Electoral Registration service dealt with the European Elections in June, the annual canvass in autumn 2009 and in early 2010 began work on the 2010 General Election. All of these challenges have been met during 2009/2010 from within existing resources.

Council Tax

Council Tax workload since 2007 has been subject to significant challenge by an unprecedented increase in proposals to have the bands of houses reduced. This followed a media and internet campaign advising Council Taxpayers to challenge their banding. While very few of these proposals result in a band decrease every one requires staff to carry out a check on the original banding. A significant number of these proposals result in appeals which require determination by the local Valuation Appeal Panel for Lanarkshire. Dealing with these appeal hearings was a significant challenge in 2009/10 but significant progress has been made in reducing the numbers to be dealt with.

Once again there was an increase in the number of properties appearing on the Valuation (Council Tax) List although the number of new houses completed and added to the List fell by around 30%. The time taken in entering these new houses on to the List exceeded the 6 month target set at the beginning of the year but fell below the target percentage set for adding entries within 3 months. This reflected the volume of work associated with the 2010 Revaluation and the continuing high workload associated with appeal disposals.

Non-Domestic Rating

The valuation work associated with producing the 2010 Revaluation Roll was completed in time and the new Roll came into force on 1 April 2010. Following completion of the 2005 Revaluation the new Valuation Roll was published on 1st April 2005. The old Valuation Roll closed on 31 March 2010 with a Rateable Value on £690,742,527. The new Valuation Roll was came into force with 18,315 entries with a combined Rateable value of £973,876,420, an increase of £283,133,893. Most of this increase was attributable to the Revaluation of electricity lands and heritages which became the responsibility of the Assessor for Lanarkshire in 2005 and continues to be a growing area of workload.

The work associated with completion of the 2010 Revaluation was the principle factor leading to an increase in the amount of time taken to make changes to the Valuation Roll during 2008/09.

Electoral Registration

In Electoral Registration significant areas of work included the workload associated with the European Parliament election in June 2009 and preparations for the 2010 General Election.

The publication of the revised Electoral Registers on 1 December 2009 was achieved and a more proactive approach to Rolling Registration was introduced.

Performance

During 2009/2010 the Board continued with its commitment to its 'Vision' and 'Mission' statements and its 'Aims and Objectives'. These statements are set out below. They illustrate our continuing emphasis on the services provided by the Joint Board to the people of Lanarkshire and reflect our commitment to continuous improvement in accordance with the Best Value process and measured against Key Performance Indicators which have been agreed with the Scottish Executive and Performance Standards introduced by the Electoral Commission.

I should like to take this opportunity to thank the staff for all their hard work and commitment over what was a challenging year.



MISSION, VISION AND AIMS

Mission

As an independent Local Government organisation, Lanarkshire Valuation Joint Board's mission is to provide equitable, customer focused, best value, high quality, professional valuation and electoral services for all its stakeholders.

Vision

Our vision is to efficiently achieve completeness and accuracy in all our work.

Aims and Objectives

In order that we fulfil our Mission and achieve our Vision we will:-

- Ensure that our services are delivered in accordance with all statutory requirements
- Plan service development and delivery in accordance with the principles of Best Value and continuous improvement
- Consult our stakeholders about their needs and expectations
- Recognise our employees as both stakeholders and our most important asset
- Take individual and collective responsibility for the services provided by LVJB
- Encourage innovation and recognise achievement within the organisation
- Monitor and report performance levels to stakeholders
- Integrate equalities issues into all aspects of our service provision
- Build on our achievements to date.

ELECTORAL REGISTRATION

Key Work Areas

- Delivering the service in accordance with the Joint Board's Mission, Vision and Aims and Objectives
- Revising the Electoral Register on 1 December following an efficient and effective annual canvass
- Dealing with all new applications to register under Rolling Registration
- Dealing with all applications and objections relating to the Register
- Carrying out reviews of registration in accordance with relevant legislation
- Dealing with applications for absent votes and maintenance of the relevant lists including securely holding personal identifiers
- Production, distribution and making available for sale copies of the Electoral Register in accordance with statutory direction and regulation
- Promoting registration and participation in the electoral process throughout Lanarkshire.
- Supporting the Returning Officers in the delivery of elections.

PERFORMANCE DURING 2009/2010

Preparations for the European Parliament elections which were held on 4 June 2009 gave rise to an increased workload. This related in particular to the collection and processing of personal identifiers for postal voters. This was a new responsibility introduced by the Electoral Administration Act 2006. This election was the first time in Scotland this information was used at a major election.

The annual Electoral Registration canvass was carried out in line with the statutory timescale. There was a net fall in the numbers of electors shown on the Electoral Register this was the result of an exercise carried out between canvasses to identify electors who were no longer resident in the area to prepare for deletion of their names during the canvass period.

Electors as at 1 st December 2005	483,416
Electors as at 1 st December 2006	485,745
Electors as at 1 st December 2007	488,362
Electors as at 1 st December 2008	497,207
Electors as at 1 st December 2009	490,674

The statutory deadline for publishing the Electoral Registers by 1 December 2009 was achieved.

Under Rolling Registration 18,645 changes (additions & deletions) were processed between 1 December 2008 – 1 September 2009. (This excludes the canvass period, 1 September 2009 – 1 December 2009 when rolling registration is suspended).

During 2008/09 the Electoral Commission introduced Performance Standards for Electoral Registration. 2009/10 was the second year of their use.

The 10 performance standards are set out under 4 main headings:

- 1. Completeness and accuracy of electoral registration records**
- 2. Integrity**
- 3. Participation**
- 4. Planning and organisation**

Of the 10 performance standards LVJB was assessed as:

measure	2008/09	2009/10
Not yet meeting the performance standard	4	2
Meeting the performance standard	3	5
Above the performance standard	3	3

The failure to meet 2 of the performance standards was an improvement of the previous year and it is anticipated that the remaining standards will be met or exceeded in 2010/11.

NON DOMESTIC RATING

Key Work Areas

- Delivering the service in accordance with the Joint Board's Mission, Vision and Aims & Objectives
- Disposing of the 136 Non-Domestic Revaluation and Running Roll appeals lodged as a result of the 2005 Revaluation which remain outstanding awaiting hearings by the Lands Tribunal for Scotland.
- Completion of the 2010 Revaluation and preparing for the resulting appeal workload.
- Timeous compilation and maintenance of the Valuation Roll in accordance with the relevant legislation, to take account of new properties, properties which should no longer enter the Roll, properties which have been altered, appeal settlements, changes to the parties shown in the Roll, and other changes arising from statute or decisions of the Courts
- The issue of Valuation Notices to the appropriate parties shown in the Valuation Roll
- Targeting the time taken between the date on which amendments to the Valuation Roll are effective and the date a Valuation Notice is issued
- Publication of the Valuation Roll, making it available to the rating authority, the Keeper of Records, and other interested parties
- Dealing with appeals by discussion with ratepayers or their agents or by hearing of appeals before the appropriate Valuation Appeal Courts.

PERFORMANCE DURING 2009/2010

2005 Revaluation Appeals

The process of disposing of the appeals caseload arising from the 2005 Revaluation commenced in the last quarter of 2005/2006. A programme of Valuation Appeal Committee hearings was planned for to December 2008 to facilitate the disposal of all of these appeals. All appeals other than 80 were disposed of by 31 December 2008. The remaining appeals were referred to the Lands Tribunal for Scotland (78) or have been further appealed to the Lands Valuation Appeal Court (2). This reflects the highly technical and/or complex nature of many of these appeals. 25 of these more complex appeals were resolved during 2009/10 with the remainder awaiting citation by the Lands Tribunal.

Number of revaluation appeals received	7,069
Number disposed of during 2005/2006	<u>425</u>
Number outstanding as at 1 April 2006	6,644
Number disposed of during 2006/2007	<u>3,936</u>
Number outstanding as at 1 April 2007	2,708
Number disposed of during 2007/2008	<u>2,085</u>
Number outstanding as at 1 April 2008	623
Number disposed of during 2008/2009	<u>543</u>
Number outstanding as at 1 April 2009	80
Number disposed of during 2009/2010	<u>25</u>
Number outstanding as at 1 April 2010	55

Running Roll Appeals

Good progress has also been made in disposing of Running Roll appeals over the year to 31 March 2010. There was however a significant increase in workload in this area primarily as a result of the effect of the economic downturn on property values in part of Lanarkshire.

Number outstanding as at 1 April 2006	333
Number received during year to 31 March 2007	503
Number disposed of during 2006/2007	<u>298</u>
Number outstanding as at 1 April 2007	538
Number received during year to 31 March 2008	440
Number disposed of during 2007/08	<u>364</u>
Number outstanding as at 1 April 2008	614
Number received during year to 31 March 2009	647
Number disposed of during 2008/09	<u>733</u>
Number outstanding as at 1 April 2009	528
Number received during year to 31 March 2010	586
Number disposed of during 2009/10	<u>808</u>
Number outstanding as at 1 April 2010	306

Changes to the Valuation Roll during 2009/2010

The inclusion of Electricity subjects in the Lanarkshire Valuation Roll has contributed both, to an increase in the number of subjects, and a significant increase in the total Rateable Value dealt with by the Joint Board and continues to be a significant area of new workload since its introduction in 2005. Under the terms of the 'The Non-Domestic Rating (Valuation

of Utilities) (Scotland) Order 2004', electricity subjects in Scotland which are in the same occupation, but which are located in more than one valuation area, require to be valued by the assessor for Lanarkshire Valuation Joint Board and entered in the Lanarkshire Valuation Roll. The Valuation of these subjects was the primary reason for the significant increase in Rateable Value at the 2010 Revaluation.

Number of entries as a 31 March 2007	17,923
Additions during year to 31 March 2008	695
Deletions during year to 31 March 2008	<u>516</u>
Number of entries as a 31 March 2008	18,102
Additions during year to 31 March 2009	638
Deletions during year to 31 March 2009	<u>470</u>
Number of entries as a 31 March 2009	18,270
Additions during year to 31 March 2010	407
Deletions during year to 31 March 2010	<u>307</u>
Number of entries as a 31 March 2010	18,370

Total Rateable Value as at 31 March 2007	£671,224,876
Total Rateable Value as at 31 March 2008	£683,776,182
Total Rateable Value as at 31 March 2009	£687,629,223
Total Rateable Value as at 31 March 2010	£690,742,527
Total Rateable Value as at 1 April 2010	£973,876,420

The Joint Board's Key Performance Indicator in relation to non-domestic valuation has been defined as the time taken from the date on which amendments to the Valuation Roll are effective to the date a Valuation Notice is issued. I am disappointed to report that the results which have been achieved this year are below the targets which were set and are down on last year's performance. This is partly explained by the increased workload resulting from the rise in Council Tax proposals received, partly by work associated with completion of the 2010 Revaluation and partly by a decision to delay the filling of vacancies which arose during 2008/09 and during 2009/10. The following table sets out the target and actual performance information for 2009/2010 compared with the actual figures for 2005/2006, 2007/2008 & 2008/2009.

During the year to 31 March 2010 1,172 alterations were made to the Valuation Roll within the following periods:-

Period	Target 2009/2010	Actual 2009/10	Actual 2008/09	Actual 2007/2008	Actual 2006/2007	Actual 2005/2006
0-3 months	80%	40.35%	61.10%	84.90%	90.28%	81.43%
3-6 months	10%	19.37%	16.17%	7.70%	5.32%	13.27%
>6 months	10%	41.28%	22.72%	7.40%	4.40%	5.30%

COUNCIL TAX

Key Work Areas

- Delivering the service in accordance with the Joint Board's Mission, Vision and Aims and Objectives
- Timeous compilation and maintenance of the Valuation List in accordance with the relevant legislation, dealing with new properties, properties which no longer should enter the List, properties which have been altered and sold, proposal/appeal settlements, and other changes arising from statute or decisions of the Courts
- Issuing Notices of Banding to the appropriate parties
- Publishing the Valuation List, making it available to the rating authority, the Keeper of Records and other interested parties
- Dealing with proposals/appeals by discussion with taxpayers or their agents or by hearing of appeals before the appropriate Valuation Appeal Courts.

PERFORMANCE DURING 2009/2010

Continuing, albeit reduced, activity in the housing market during the year to 31 March 2010 has resulted in a net increase in the number of dwellings shown in the Council Tax List.

Number of entries as at 1 April 2007	306,273
Additions during year to 31 March 2008	3,098
Deletions during year to 31 March 2008	<u>611</u>
Number of entries as at 1 April 2008	308,760
Additions during year to 31 March 2009	2,823
Deletions during year to 31 March 2009	<u>467</u>
Number of entries as at 1 April 2009	311,117
Additions during year to 31 March 2010	1,967
Deletions during year to 31 March 2010	<u>208</u>
Number of entries as at 1 April 2010	312,876

The Joint Board's Key Performance Indicator in relation to new houses has been defined as the time taken from the date on which the house is completed to the date a Council Tax Banding Notice is issued. This year's performance has exceeded both the 3 months and 6 months targets which we set and has almost maintained the very high level achieved in recent years. This is a very significant achievement in light of the increased workload resulting from the unprecedented increase in proposals received during 2007 & 2008 which led to a significant increase in the number of appeal hearings required during 2008/2009 & 2009/10. The following table sets out the target and actual performance information for 2009/2010 compared with the actual figures for 2005/2006, 2006/2007 & 2008/2009.

During the year to 31 March 2009 1,967 new entries were added to the Valuation List within the following periods:-

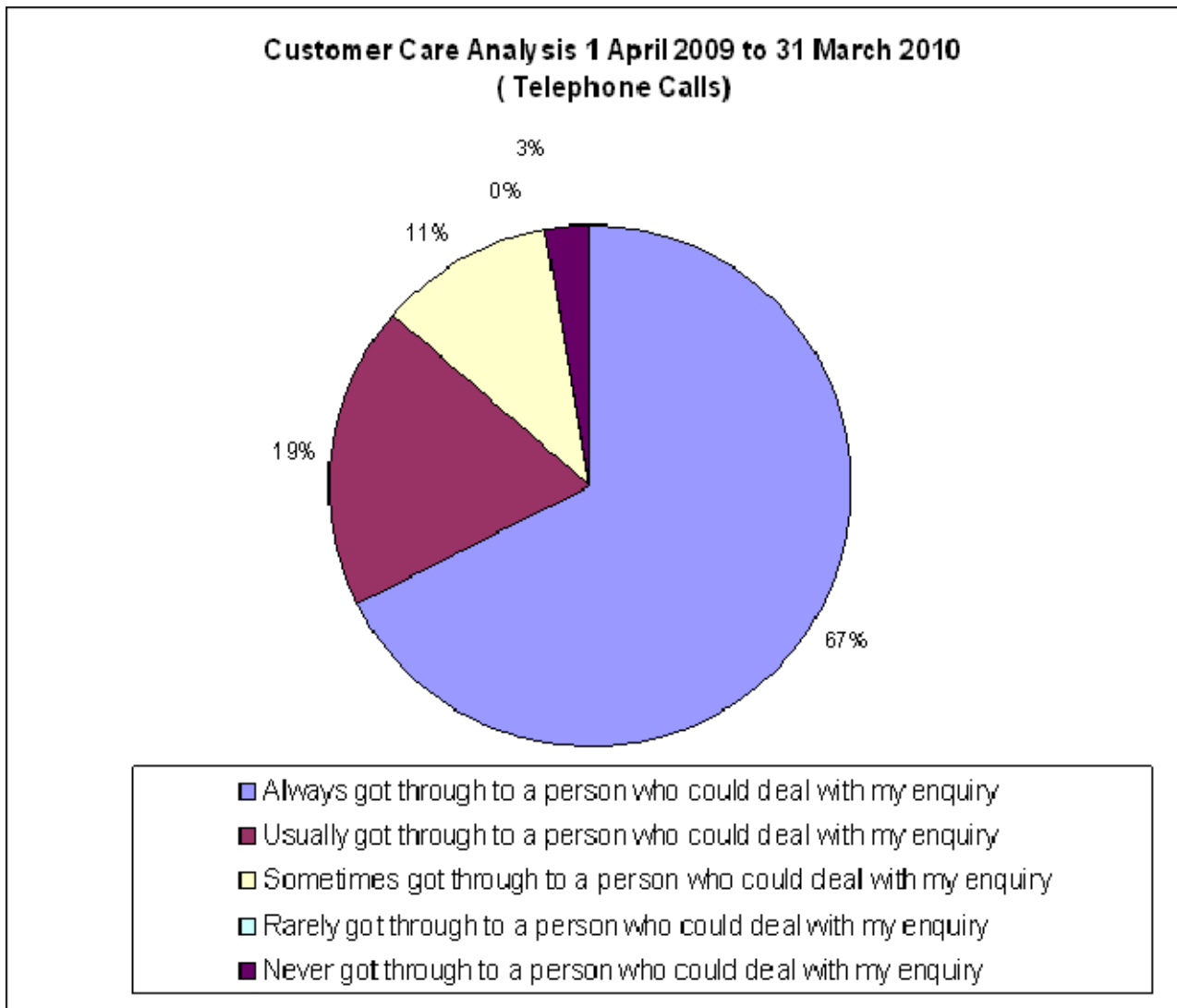
Period	Target 2009/2010	Actual 2009/2010	Actual 2008/2009	Actual 2007/2008	Actual 2006/2007	Actual 2005/2006
0-3 months	90%	82.10%	90.72%	96.64%	97.84%	92.52%
3-6 months	7%	15.15%	8.29%	3.03%	1.67%	5.81%
>6 months	3%	2.75%	0.99%	0.32%	0.49%	1.67%

CUSTOMER SATISFACTION

Users of the Joint Board's services are sampled at random for their comments on the service we provide.

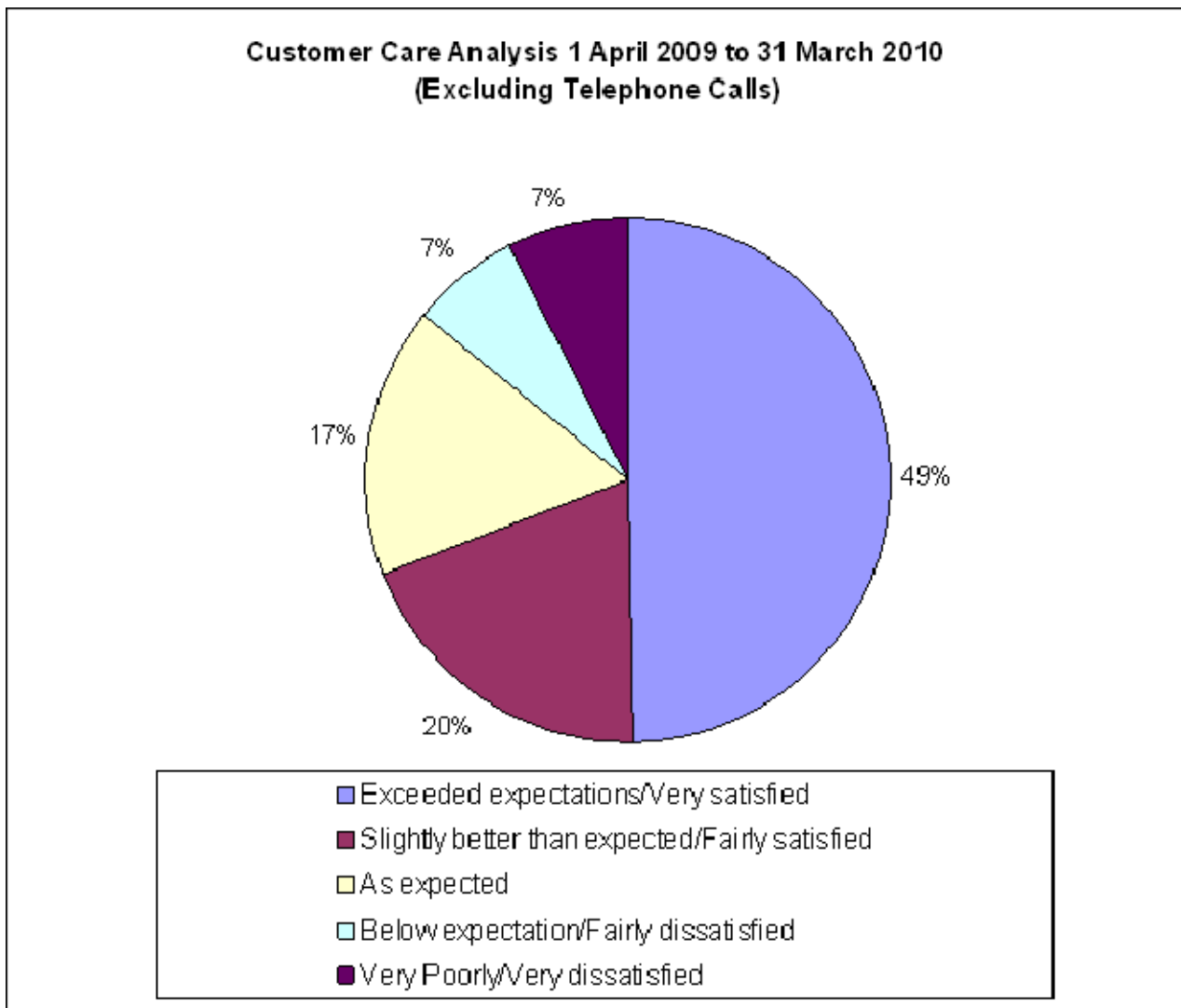
Contact by telephone

Results from the 2009/2010 Customer Satisfaction Survey have fallen on last year with 86% of respondents advising that they "usually" or "always" got through to a person who could deal with their enquiry, as shown on the chart below. This compares with an equivalent figure for 2008/2009 of 92%.



Contact in person or in writing

Results from the 2008/2009 Customer Satisfaction Survey have also fallen since last year with 86% of respondents stating that LVJB staff performed 'as expected', 'slightly better than expected' or 'exceeded expectations' in terms of personal or written contact. This compares with an equivalent figure for 2009/2010 of 92%. The figure for those who believe they were "very poorly" treated or who were "very dissatisfied" with the service received is up for the same period from 6% to 7%. Customers who believed their house was in the wrong band and who were not successful in having the band reduced have tended to be unhappy with this outcome and this tends to be reflected in the above figures. The results are shown in the chart below.



CONCLUSION AND OUTLOOK

As is clear from this review, 2009/2010 has proved to be a very challenging year in terms of our overall performance. The significant improvements achieved in non-domestic rating and council tax in recent years were tested by the additional workload from Council Tax proposals and completion of the 2010 Revaluation and the need to deliver this within existing resources. The growing workload associated with the responsibility to survey and value electricity subject throughout Scotland is now impacting significantly on performance in other areas of valuation workload and will be an ongoing challenge. Performance held up well in the circumstances. We face a similar challenges this year with the possibility of a number of major appeal hearings before the Lands Tribunal for Scotland. In addition many appeals are still being lodged against entries in the old Valuation Roll on the grounds of material change of circumstance caused by the economic downturn and the 2010 Revaluation will lead to further appeal workload.

We also intend to build on the work carried out at the 2008 & 2009 canvasses of electors with a view to improving both the accuracy and completeness of the electoral register and in particular meeting or exceeding all 10 performance standards set by the Electoral Commission.

In accordance with the principles of Best Value we are constantly striving to put in place more efficient working practices and procedures. To this end we will continue to host Joint Electoral & Finance forums with colleagues in North & South Lanarkshire Councils with a view to identifying areas where we can work together to improve service delivery to the benefit of the citizens of Lanarkshire.

We also intend to participate in the further development of the Assessors' Portal which continues to receive widespread acclaim as a key central public source of information for Assessors' information. As part of our delivery of the 2010 Revaluation of non domestic properties we have provided summary valuations for the majority of properties to ratepayers through this medium.

Edward P. Duffy
Assessor & Electoral Registration Officer, 30 June 2010

FINANCIAL STATEMENT BY TREASURER

As in previous years in carrying out my duties as Treasurer, I have enjoyed the support of staff in the Assessor's Office and the full commitment of my own staff in South Lanarkshire Council. The ongoing co-operation of North Lanarkshire Council Finance Staff is appreciated, and has been fundamental in ensuring consensus on the financial direction of the Board.

For the financial year 2009/2010, the Board set a total budget of £3.710m and I am pleased to report that this budget has been effectively used in providing services to both Councils during the year.

The escalation of Council Tax Appeals during 2007/08 has continued at this higher level for subsequent financial years, and it is to the credit of the Lanarkshire Valuation Board staff, working in conjunction with Finance & Information Technology Resources' personnel, that this increase in workload has been effectively managed within existing resources. I am committed to developing the services of the Lanarkshire Valuation Joint Board for the benefit of the people of Lanarkshire.

Linda Hardie
Treasurer - Lanarkshire Valuation Joint Board

Income & Expenditure Account for year ended 31 March 2010

2008/2009 Actual £000		2009/2010 Actual £000	notes
2,369	Employee Costs	2,499	1, 2
339	Property Costs	335	3
186	Supplies and Services	120	
724	Administration Costs	648	3, 4
8	Payment to Other Bodies	13	
16	Financing Charges	20	
3,642	Total Expenditure	3,635	
(3,733)	Income	(3,684)	
(91)	Net Cost / (Return) of Service	(49)	
(661)	Return on Pension Assets	(508)	2
603	Interest Cost on Pensions	565	2
(149)	Net Operating Expenditure (Deficit / (Surplus))	8	

Statement of Movement on the General Fund Balance

2008/09 £000		2009/10 £000	notes
(149)	(Surplus) / Deficit for the Year on Income & Expenditure Account	8	
149	Net additional amount required by statute and non-statutory proper practices to be debited or (credited) to the General Fund Balance for the year	(8)	7
0	(Increase) / Decrease in Cumulative Underspend / General Fund Balance for the year ended 31 March 2010	0	
0	General Fund Balance Brought Forward	0	
0	General Fund Balance Carried Forward	0	

Statement of Total Recognised Gains & Losses

This statement brings together all the gains and losses of the Board for the year and shows the aggregate increase in its net worth. In addition to the deficit reflected in the Income & Expenditure Account, it reflects the re-measurement of the net liability to cover the cost of retirement benefits.

2008/09 £000		2009/10 £000
(149)	Deficit/(Surplus) on the Income & Expenditure Account	8
1,071	Actuarial (gains)/losses on Pension Fund Assets & Liabilities	3,865
922	Total recognised (gains) / losses for the year	3,873

Balance Sheet as at 31 March 2010

2008/2009 £000		2009/2010 £000	notes
	<u>Long Term Assets</u>		
0	Pension Asset	0	
		0	
	<u>Current Assets</u>		
0	Debtors	2	
76	Investment in South Lanarkshire Council Loans Fund	137	8
		139	
76	<u>Total Assets</u>	139	
	<u>Current Liabilities</u>		
(76)	Creditors and Accruals	(139)	9
(76)	Total Current Liabilities	(139)	
0	Total Assets less Current Liabilities	0	
	<u>Long Term Liabilities</u>		
(396)	Pension Liability	(4,269)	2
(396)	Total Assets less Liabilities	(4,269)	
	Financed by :		
(396)	Pension Reserve	(4,269)	
(396)		(4,269)	

Linda Hardie
Treasurer
30 June 2010

Cash Flow Statement 2009/2010

2008/2009 £000		notes	2009/2010 £000
	Revenue Activities		
	Cash Outflows		
2,369	Cash paid to and on behalf of employees		2,499
1,397	Other operating cash payments		1,197
3,766	Total Cash Outflows		3,696
	Cash Inflows		
3,603	Other operating cash receipts		3,711
29	Cash received for goods and services		45
3,632	Total Cash Inflows		3,756
(134)	Net Cash Inflow/(Outflow) from Revenue Activities	10	60
	Returns on Investment and Servicing of Finance		
	Cash Outflows		
0	Interest Paid		0
	Total Cash Outflows		
	Cash Inflows		
4	Interest Received		1
	Total Cash Inflows		
4	Net Cash Inflow(Outflow) from Servicing of Finance		1
	Capital Activities		
	Cash Outflows		
	Total Cash Outflows		
	Cash Inflows		
	Total Cash Inflows		
	Net Cash Outflow from Capital Activities		
(130)	Net Cash Inflow Before Financing		61
	Management of Liquid Resources		
	Net increase in short term deposits		
130	Net increase decrease in other liquid assets		(61)
130	Net Cash (Outflow) from the Management of Liquid Resources	11	(61)
	Financing		
	Cash Outflows		
0	Total Cash Outflows		0
	Cash Inflows		
0	Total Cash Inflows		0
0	Net Cash Outflow from Financing		0
0	Net (Decrease)/Increase in Cash	12	0

Notes to the Financial Statements

1 Officers Remuneration

The following schedule details the number of employees who received emoluments over £50,000 (including any benefits detailed on form P11D) in bands of £10,000.

Banding	No. of Employees 2009/2010	No. of Employees 2008/2009
£50,000 - £59,999	3	3
£60,000 - £69,999	0	0
£70,000 - £79,999	0	0
£80,000 - £89,999	1	1
£90,000 - £99,999	0	1
£100,000 - £109,999	1	0

2 Employee Pension Scheme

Unfunded Pension payment of £23,740 relates to Unfunded Pension Payments and Enhanced Payments to Strathclyde Pensions Fund, this all relates to recurring costs.

In accordance with Financial Reporting Standard 17 – Retirement Benefits (FRS 17) the Valuation Board is required to disclose certain information concerning assets and liabilities related to pension schemes for its employees.

The Valuation Board is required to follow UK GAAP in accounting for pension costs. FRS 17 is therefore incorporated into the Local Authority Statement of Recommended Practice. (“SORP”)

The assets and liabilities of the Board are provided for by the Board’s Actuary (Hymans and Robertson). Future rates of employer contributions to the Scheme are also dictated by the Actuary and contained within Actuarial Valuation Reports.

Under the direction of the Accounting Code Of Practice (ACOP) the Board is required to disclose additional information in relation to Pension Costs as set out below.

Participation in Pensions Schemes

As part of the terms and conditions of employment of its Officers and other employees, the Board offers retirement benefits. Although these benefits will not actually be payable until employees retire, the Board has a commitment to make the payments that needs to be disclosed at the time that the employees earn their future entitlement.

The Board participates in the Local Government Pension Scheme (Strathclyde Pension Fund) for civilian employees, administered by Glasgow City Council – this is a funded scheme, meaning that the Board and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets.

Transactions Relating to Retirement Benefits

We recognise the cost of retirement benefits in the Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. The following transactions have been made in the Income and Expenditure Account and Statement of Movement in the General Fund Balance during the year:

Fair value of employer assets		
Year Ended:	31 Mar 2010	31 Mar 2009
	£(000)	£(000)
Equities	8,376	5,610
Bonds	1,414	1,230
Property	761	615
Cash	326	231
Total	10,877	7,686
The above asset values as at 31 March 2010 are at bid value as required under FRS17.		
The bid value of assets were estimated by applying an adjustment of -0.4% to the Employer's mid market value asset share as at 31 March 2010.		
Balance sheet		
Year Ended:	31 Mar 2010	31 Mar 2009
	£(000)	£(000)
Fair Value of Employer Assets	10,877	7,686
Present Value of Funded Liabilities ¹	(14,805)	(7,846)
Net (Under) / Overfunding in Funded Plans	(3,928)	(160)
Present Value of Unfunded Liabilities	(341)	(236)
Unrecognised Past Service Cost	-	-
Net Asset / (Liability)	(4,269)	(396)
Amount in the Balance Sheet		
Assets		
Liabilities	4,269	396
Net Asset / (Liability)	(4,269)	(396)

Recognition in the profit or loss				
Year Ended:	31 Mar 2010		31 Mar 2009	
	£(000)	% of pay	£(000)	% of pay
Current Service Cost	193	11.2%	223	14.0%
Interest Cost	565	32.7%	603	37.9%
Expected Return on Employer Assets	(508)	(29.4%)	(661)	(41.6%)
Past Service Cost / (Gain)	92	5.3%	-	-
Losses / (Gains) on Curtailments and Settlements	-	-	-	-
Total	342	19.8%	165	10.3%
Actual Return on Plan Assets	2,937		(1,939)	
Reconciliation of defined benefit obligation				
Year Ended:	31 Mar 2010		31 Mar 2009	
	£(000)		£(000)	
Opening Defined Benefit Obligation	8,082		8,668	
Current Service Cost	193		223	
Interest Cost	565		603	
Contributions by Members	129		96	
Actuarial Losses / (Gains)	6,291		(1,357)	
Past Service Costs / (Gains)	92		-	
Losses / (Gains) on Curtailments	-		-	
Liabilities Extinguished on Settlements	-		-	
Liabilities Assumed in a Business Combination	-		-	
Exchange Differences	-		-	
Estimated Unfunded Benefits Paid	(13)		(12)	
Estimated Benefits Paid	(193)		(139)	
Closing Defined Benefit Obligation	15,146		8,082	
Reconciliation of fair value of employer assets				
Year Ended:	31 Mar 2010		31 Mar 2009	
	£(000)		£(000)	
Opening Fair Value of Employer Assets	7,686		9,194	
Expected Return on Assets	508		661	
Contributions by Members	129		96	
Contributions by the Employer	321		302	
Contributions in respect of Unfunded Benefits	13		12	
Actuarial Gains / (Losses)	2,426		(2,428)	
Assets Distributed on	-		-	

Settlements		
Assets Acquired in a Business Combination	-	-
Exchange Differences	-	-
Estimated Unfunded Benefits Paid	(13)	(12)
Estimated Benefits Paid	(193)	(139)
Closing Fair Value of Employer Assets	10,877	7,686

Amounts for the current and previous accounting periods

Year Ended:	31 Mar 2010	31 Mar 2009
	£(000)	£(000)
Fair Value of Employer Assets	10,877	7,686
Present Value of Defined Benefit Obligation	(15,146)	(8,082)
Surplus / (Deficit)	(4,269)	(396)
Experience Gains / (Losses) on Assets	2,426	(2,428)
Experience Gains / (Losses) on Liabilities	(5)	532

Year Ended:	31 Mar 2008	31 Mar 2007	31 Mar 2006
	£(000)	£(000)	£(000)
Fair Value of Employer Assets	9,194	8,855	7,899
Present Value of Defined Benefit Obligation	(8,668)	(9,915)	(9,872)
Surplus / (Deficit)	526	(1,060)	(1,973)
Experience Gains / (Losses) on Assets	(930)	7	1,226
Experience Gains / (Losses) on Liabilities	(305)	284	301

Amount Recognised in Statement of Total Recognised Gains and Losses (STRGL)

Year Ended:	31 Mar 2010	31 Mar 2009
	£(000)	£(000)
Actuarial Gains/(Losses) Increase/(Decrease) in Irrecoverable Surplus from Membership	(3,865)	(1,071)
Actuarial Gains/(Losses) recognised in STRGL	(3,865)	(1,071)
Cumulative Actuarial Gains and Losses	(3,956)	(91)

Year Ended:	31 Mar 2008	31 Mar 2007	31 Mar 2006
	£(000)	£(000)	£(000)
Actuarial Gains and Losses	1,369	1,300	(27)
Increase/(decrease)	1,369	1,300	(27)
Cumulative Actuarial Gains and Losses	980	(1,689)	(1,689)

Long-term expected rate of return on assets in the scheme	2009/10	2008/09
Equity Investments	7.8%	7.0%
Bonds	5.0%	5.4%
Property	5.8%	4.9%
Cash	4.8%	4.0%
Mortality Assumptions		
Longevity at 65 for current pensioners		
Men	20.6 years	20.3 years
Women	23.9 years	23.2 years
Longevity at 65 for future pensioners		
Men	22.6 years	21.7 years
Women	25.0 years	24.6 years
Rate of inflation / pension increase rate	3.8%	3.1%
Rate of Increase in salaries	5.3%	4.6%
Rate for discounting scheme liabilities	5.5%	6.9%
Take up option to convert annual pension into retirement lump sum	50%	50%

3 Payments to South and North Lanarkshire Councils

The Board makes payments to both Councils : to South Lanarkshire Council for the rental of property and administration/support services and to North Lanarkshire Council for administration costs.

	2009/2010 £000	2008/2009 £000
Apportionment of Central Support Expenses - Property		
South Lanarkshire Council:		
Office Accommodation	335	339
Total Payments :	335	339
Apportionment of Central Support Expenses - Administration		
South Lanarkshire Council:		
Information Technology	104	101
Chief Executive	26	26
Personnel	13	13
Finance	20	18
Convenor's Allowances & Expenses	4	4
	167	162
North Lanarkshire Council :		
Vice Convenor's Allowances & Expenses	3	3

Total Payments :	170	165
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4 **Members Allowances & Expenses**

As shown in note 3, members' allowances and expenses of £7,000 were paid. Convenor and Vice Convenor Allowances and Expenses include National Insurance Contributions payable by the Board. These are analysed as follows :

	2009/2010	2008/2009
	£000's	£000's
Convenor's Allowance & Expenses	4	4
Vice Convenor's Allowance & Expenses	3	3
	7	7

5 **Auditors Remuneration**

In financial year 2008/09 £8,000 was the agreed remuneration to Audit Scotland in respect of external audit services undertaken in accordance with the Code of Practice.

	2009/2010	2008/2009
	£000	£000
Auditors Remuneration		
Fees payable to Audit Scotland with regard to external audit services carried out by the appointed auditor (PricewaterhouseCoopers LLP)		
Fixed Element	1	1
PricewaterhouseCoopers Element	7	7
	8	8

6 **Local Authorities (Goods and Services) Act 1970**

Joint Boards must keep separate account of agreements entered into under this legislation. Income and Expenditure on services during 2009/10 amounted to £3.611m and £0.505m respectively. Details of the public bodies are listed below

	Income	Expenditure
	£000	£000
South Lanarkshire Council	1,855	502
North Lanarkshire Council	1,856	3
	3,611	505

7

Note of Reconciling Items for the Statement of Movement on the General Fund Balance

£000		£000	£000
	Amounts included in the Income & Expenditure Account but required by statute to be excluded when determining the Movement on the General Fund Balance / Cumulative Underspend for the year		
(165)	Net Charges made for Retirement Benefits in Accordance with FRS17	(342)	
(165)			
	Amounts not included in the Income & Expenditure Account but required to be included by Statute when determining the Movement on the General Fund Balance / Cumulative Underspend		
314	Employer's Contributions payable to the Strathclyde Pension Fund and retirement benefits payable to actual pensioners	334	
314			
149	Net Additional Amount required to be debited or (credited) to the General Fund Balance / Cumulative Underspend for the year		(8)

8 Financial Instruments

The Investment disclosed in the Balance Sheet is classified within in the following financial instrument category:

	Total 31/3/10 £000	Total 31/3/09 £000
Investments		
Maturing within 12 Months	137	76

For Investments prevailing benchmark rates have been used to provide the fair value. Where an instrument has a maturity of less than 12 months the fair value is taken to be the principal outstanding.

As the investment is held within South Lanarkshire Council this investment has been given a AAA credit risk rating.

9 Creditors and Accruals

The Creditors figure is analysed as follows :-

	2009/2010	2008/2009
	£000	£000
Valuation Appeal Panel Fees – Final Quarter	46	34
Convenor Expenses – North Lanarkshire Council	4	4
Legal Advice – Faculty Services	2	4
FRS17 Administration Charges	1	1
Election Campaign Postcard Issue	9	0
Balance of Ministry of Justice Funding		29
Balance held on behalf of both North Lanarkshire Council and South Lanarkshire Council	74	4
Standard Mail Postage	3	0
	139	76

10 Reconciliation of Revenue Account Underspend to Revenue Activities Cash Flow

2008/09		2009/10
£000		£000
0	Surplus/(Deficit) for the Year	
	Non Cash Transactions	
(4)	Non Cash Movements Relating to Loans Fund	(1)
	Items on an Accruals Basis	
0	(Decrease)/Increase in Debtors	(2)
(130)	Decrease/(Increase) in Creditors	63
(134)	Net Cash Flow from Revenue Activities	60

11 Reconciliation of Movements in Liquid Assets

	Opening Balance 01/04/2009	Closing Balance 31/03/2010	Movement in Liquid Assets
	£000	£000	£000
Investment in South Lanarkshire Council Loans Fund	76	137	61

12 Reconciliation of Movement in Cash to Movement in Net Debt

The net cash movement of the Lanarkshire Valuation Joint Board is nil, as any overspends are funded from the Boards holdings in South Lanarkshire Council's Loans Fund. This is shown on the Cash Flow Statement and the Balance Sheet respectively. The Lanarkshire Valuation Joint Board has no loan debt.

13 **Financing and Management Of Liquid Resources**

Liquid Resources are held by South Lanarkshire Council as lead authority and are available to the Board as required.

14 **Going Concern**

As at the end of March 2010, the Balance Sheet of the Board shows a Net Liability position of £4.269m. This is made up of a Long Term liability of £15.146m offset in part by a Long Term Asset of £10.877m.

Statutory arrangements for funding the long term deficit, means that:

- The deficit on the local government scheme will be made good by increased contributions from the Board over the remaining working life of employees, as assessed by Hymans Robertson, the independent actuary for the scheme, to ensure that benefits can be paid.
- Finance is only required to be raised to cover employee pensions when the pensions are actually paid
- Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality, salary levels etc. Hymans Robertson has assessed Strathclyde Pension Fund liabilities. Estimates are based on the latest full valuation of the scheme as at 31 March 2008.

15 **Date of Signing of Annual Accounts**

The accounts were authorised by the Executive Director, Finance and Information Technology on 30 June, Treasurer to the Lanarkshire Valuation Joint Board.

16 **Post Balance Sheet Events**

The accounts were authorised for approval by the Executive Director, Finance and Information Technology Resources, Treasurer to the Lanarkshire Valuation Joint Board on 30 June 2010. There were no events that occurred between 1 April 2010 and the date that the accounts were authorised for approval.

Statement of Accounting Policies

(a) General

The general policies adopted in compiling and presenting the Accounts are those recommended by the Code of Practice on Local Authority in Great Britain issued jointly by the Chartered Institute of Public Finance and Accountancy (C I P F A) and the Local Authority (Scotland) Accounts Advisory Committee (L A S A A C). There are no significant departures from those recommendations.

(b) Debtors and Creditors

Accruals basis

The income and expenditure account is compiled on an accruals basis. Where goods have been sold but the income not received by end 31 March 2010 or goods have been received but not paid for by end March 2010 then the income and expenditure account has been amended to reflect the outstanding amounts.

(i) Debtors

All specific and material sums payable to the Board have been brought into account.

(ii) Creditors

All salaries and wages earned up to 31st March 2010 are included in the Accounts irrespective of when actual payments were made.

Sundry Creditors are accrued on the basis of payments made during the first three weeks following 31st March 2010, together with specific accruals in respect of further material items.

(iii) Pension Costs

The Board participates, through South Lanarkshire Council, in the Local Government Superannuation Scheme, which is managed by Glasgow City Council.

The cost of providing pensions for employees is charged to the revenue account in accordance with the statutory requirements governing the particular pension schemes to which the Board contributes.

The requirements of FRS 17 have been fully applied in the current year, including recognition of the net liability and a pensions reserve in the Balance Sheet and entries in the Consolidated Revenue Account for movements in the liability relating to the scheme. Previous year budget and expenditure information has been provided to allow comparability.

In assessing liabilities for retirement benefits for the 2009/10 Statement of Accounts, discount rate based on the current rate of return on a high quality corporate bond of equivalent currency and term to the scheme was used. The Actuary has advised that a rate of 5.5% per annum is appropriate. (2008/09 6.9%).

(c) Allocation of Central Support Expenses

The allocation of Central Support Expenses is the cost of those South Lanarkshire central support departments which provide a service to the Board. The individual support departments are Chief Executive's, Personnel, Information Technology and Finance Services. The method of allocation is determined by each individual department and in most instances is a time based allocation of employee costs or the recharge of actual costs incurred. The recharge is made on a consistent basis.

(d) Borrowing Facilities

The Board is a separate legal entity and has South Lanarkshire Council as its lead authority. The loans' fund of South Lanarkshire Council acts as banker to the Board and consequently lends or borrows according to the required cash flow and activities of the Board.

(e) Financial Instruments

For Investments due within 12 months prevailing benchmark rates have been used to provide the fair value. Where an instrument has a maturity of less than 12 months the fair value is taken to be the principal outstanding.

Creditors due within 12 months are not classed as a financial instrument.

Statement of Responsibilities for the Statement of Accounts

The Lanarkshire Valuation Joint Board's responsibilities

The Lanarkshire Valuation Joint Board is required to :

- make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this Board, that officer is the Treasurer
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets

The Treasurer's responsibilities

The Treasurer is responsible for the preparation of the Board's statement of accounts in accordance with proper accounting practices set out in the CIPFA/LASAAC *Code of Practice on Local Authority Accounting in the United Kingdom* (the "Code of Practice").

In preparing this statement of accounts, the Treasurer has:

- selected suitable accounting policies and applied them consistently
- made judgements and estimates that were reasonable and prudent
- complied with the Code of Practice

The Treasurer has also:

- kept proper accounting records which were up to date
- taken reasonable steps for the prevention and detection of fraud and other irregularities

This statement of accounts presents fairly the financial position of the authority at 31 March 2010 and its income and expenditure for the year ended 31 March 2010.

Linda Hardie
Treasurer – Lanarkshire Valuation Joint Board
30 June 2010

Statement on The System of Internal Financial Control

1. The statement is given in respect of the Statement of Accounts for Lanarkshire Valuation Joint Board. I acknowledge my responsibility for ensuring that an effective system of internal financial control is maintained and operated in connection with the resources concerned.
2. The system of internal control can provide only reasonable and not absolute assurance that assets are safeguarded, that transactions are properly recorded, and that material errors or irregularities are either prevented or would be detected within a timely period.
3. The system of internal financial control is based on a framework of regular management information, financial regulations, administrative procedures (including segregation of duties), management supervision, and a system of delegation and accountability. Development and maintenance of the system is undertaken by managers within the Board. In particular, the system includes:
 - Appropriate budgeting systems
 - Regular reviews of periodic and annual financial reports which indicated financial performance against the forecasts
 - Setting targets to measure financial and other performance
 - The preparation of regular financial reports which indicate actual expenditure against the forecasts
 - Defined capital expenditure guidelines; and
 - As appropriate, formal project management disciplines.
4. The role of Internal Audit is key to providing comfort that the core elements of the internal control framework are adhered to. Lanarkshire Valuation Joint Board purchases an Internal Audit Service from South Lanarkshire Council under the terms of a Service Level Statement. Findings are independently reported to myself, the Assessor and Electoral Registration Officer, the Treasurer, the Clerk to the board and the full board.

A programme of work is undertaken to cover exploration of key financial and operational systems used in the Valuation Joint Board, to investigate reported frauds and assist in management of risks. Sound and useful recommendations result, which help management to improve their control environment as well as providing an assessment of the adequacy of existing systems and procedures. This is provided in a year-end report to the Board. Work is programmed to areas of greatest risk to the Valuation joint Board.

I understand that the Internal Audit Service is bound by the CIPFA Code of Practice and monitors its own performance through a system of indicators.

5. My review of the effectiveness of the system of internal financial control is informed by:
 - The work of managers within the Board;
 - The work of internal auditors as described above; and
 - The external auditors in their annual audit letter and other reports.

6. It is my view that the systems for internal control were reasonably effective during 2009/10 and will be improved through implementation of the recommended actions from Internal and External Audit Reports.

Edward Duffy
Assessor & Electoral Registration Officer
Lanarkshire Valuation Joint Board
30 June 2010

Audit Arrangements

Under arrangements approved by the Commission for Local Authority Accounts in Scotland ("The Accounts Commission"), the auditor with overall responsibility for the audit of the accounts of the Lanarkshire Valuation Joint Board for the year ended 31 March 2010 is :

PricewaterhouseCoopers LLP
141 Bothwell Street
Glasgow
G2 7EQ

30 June 2010

Glossary of Terms

Much of the terminology used in this Report is intended to be self-explanatory, however, the following additional definition and interpretation of terms used may be helpful:-

1. Employee costs

This includes salaries, wages, overtime, bonus, enhancements, employer's pension and national insurance, travelling and subsistence expenses and other staff allowances.

2. Property costs

This includes rent and rates, property insurance, repair and maintenance of property, upkeep of grounds, heating and lighting, furnishings and fittings and allocations of accommodation costs.

3. Supplies and services

This includes materials, books, uniforms and protective clothing, the purchase and maintenance of equipment and tools and various services carried out by external contractors.

4. Administration costs

This includes printing and stationery, advertising, postages, telephone costs and central support services allocations for administration.

5. Payments to other bodies

This includes payments to other organisations and agencies providing services complementing or supplementing the work of the Board.

6. Financing charges

This represents the operating leasing costs for cars.

7. Borrowing Facilities and temporary interest on revenue balances

The loans fund of South Lanarkshire Council lends or borrows according to the cash flow of the Board. This temporary interest credited/debited to the Board's Income and Expenditure Account reflects the interest earned or charged to the Board for funds lent to or borrowed from the loans fund of South Lanarkshire Council.

8. Sales Fees and Charges

This is income from charges to citizens and organisations for the direct use of the Board's Services or for the purchase of goods from the Board e.g. copies of the electoral roll.