



AYRSHIRE VALUATION JOINT BOARD PERFORMANCE REPORT 2012/2013

The Assessor and Electoral Registration Officer for Ayrshire Valuation Joint Board is responsible for the preparation and maintenance of the Valuation List, Valuation Roll and Electoral Register for the whole of Ayrshire, including the areas covered by East Ayrshire Council, North Ayrshire Council and South Ayrshire Council.

COUNCIL TAX VALUATION LIST

The Council Tax Valuation List gives the address and Council Tax Band of all dwelling houses. Council Tax bills are based on these bands. The present Valuation List came into effect on 1st April, 1993 and contains an entry for each dwelling house and domestic garage or lockup in Ayrshire.

The total number of new houses entered onto the valuation lists within the three Unitary Authorities for the years 2008/2009 up to 2012/2013 can be seen in the following table:

Year	Total Number of Council Tax Entries	Total Number of dwellings	No. of New Entries Added
2008/2009	183,090	175,146	1,396
2009/2010	184,153	176,209	1,491
2010/2011	184,901	176,997	1,069
2011/2012	185,452	177,550	987
2012/2013	186,229	178,359	922

A further breakdown of changes to the Valuation list for the past two years can be seen from the table below:

Year	East Ayrshire			North Ayrshire			South Ayrshire		
	Added Entry	Deleted Entry	Amended Entry	Added Entry	Deleted Entry	Amended Entry	Added Entry	Deleted Entry	Amended Entry
2011/12	291	81	38	383	114	39	313	82	85
2012/13	403	112	43	283	134	62	236	61	36

It is important that the Valuation List is maintained in an up-to-date way to include all new houses and changes to existing entries. It is also desirable that new properties are placed on the Council Tax List as soon as possible to avoid large backdated bills, to minimise any delay in collecting Council Tax and to improve the cash flow situation the three Ayrshire Councils.

We therefore measure our performance relating to the speed at which new properties are added to the list. We base our targets on previous achievements, the pressures on resources and the volume of work anticipated in other areas. For 2012/13 we set a target of 70% of new houses being entered in the List within 3 months and a target of 90% within the first 6 months. These targets were increased from last year but, due to the increased workload from non-domestic appeal work, performance fell just below the targets set. Our actual performance is shown in the table below, together with the performance we achieved over the previous 4 years:

Year	Key Performance Indicators			
	Number	< 3 Months	3 - 6 Months	> 6 Months
2008/09	1,396	85.4%	11.7%	2.9%
2009/10	1,491	89.0%	7.6%	3.4%
2010/11	1,069	89.3%	9.4%	1.3%
2011/12	987	79.3%	16.8%	3.9%
2012/13	922	68.7%	19.8%	11.5%
Target		70.0%	20.0%	10.0%

VALUATION ROLL FOR NON-DOMESTIC SUBJECTS

The Valuation Roll contains an entry and value for every non-domestic property in the area. It is published after each Revaluation and is in force for five years.

The actual number of Valuation Roll entries and respective rateable values can be seen from the table below, along with the number of actual alterations made to the Roll (excluding appeal settlements):

Year	Total Number of Valuation Roll entries	Total Rateable Value	No. of Alterations to the Valuation Roll
2007/08	13,383	£256,455,253	1,116
2008/09	13,356	£252,887,445	1,074
2009/10	13,068*	£277,861,296*	1,016
2010/11	13,420	£298,968,348	1,109
2011/12	13,460	£299,508,800	929
2012/13	13,581	£304,565,045	1,062

* figures exclude Salmon Fishings

A further breakdown of the changes to the Valuation Roll for the past two years can be seen from the table below:

Year	East Ayrshire			North Ayrshire			South Ayrshire		
	Added Entry	Deleted Entry	Amended Entry	Added Entry	Deleted Entry	Amended Entry	Added Entry	Deleted Entry	Amended Entry
2011/12	85	75	115	99	110	135	83	68	159
2012/13	108	90	143	113	98	133	134	90	153

Two separate Performance Indicators have been established for Non-Domestic Rating.

1st Indicator

The first indicator measures how quickly we respond to property changes by amending the Valuation Roll. This is important to Ratepayers, who are in the main local businesses and employers, and have a keen interest in changes being made as soon as possible to avoid having a large backdated rates bill. Similarly the three Ayrshire Councils desire to avoid unnecessary billing delays to improve their cash flow.

We base our targets on previous year's achievements, the pressures upon resources and the anticipated workloads in other areas. A target of 50% of alterations being reflected in the Roll within 3 months was set for the year 2011/12, and a target of 80% within the first 6 months. The targets set were the same as last year and reflect the increased workload from non domestic appeal work. All the targets were achieved despite the heavy workload experienced dealing with appeals.

The actual performance achieved over the past 5 years can be seen from the table below:

Year	Key Performance Indicators			
	Number	< 3 Months	3 - 6 Months	> 6 Months
2008/09	1,074	64.4%	18.7%	16.9%
2009/10	1,016	75.9%	12.4%	11.7%
2010/11	1,109	81.9%	11.5%	6.6%
2011/12	929	54.1%	21.3%	24.5%
2012/13	1,062	53.4%	26.9%	19.7%
Target		50.0%	30.0%	20.0%

2nd Indicator

The second indicator measures the amount of Rateable Value lost from the Valuation Roll as a result of Revaluation appeal settlements within each financial year. The targets and actual performance on appeal loss can be seen from the table below:

Appeal Settlement			
Year	No of Settled Appeals	Loss Target	Loss Achieved
2010/11	61	1.10%	0.03%
2011/12	2,452	1.10%	0.91%
2012/13	912	1.10%	0.66%

ELECTORAL REGISTRATION

The Electoral Registration Officer is required to maintain the Register of Electors and to do this we carry out an annual canvass of all properties. The 2012 canvass was the twelfth complete postal canvass for the Joint Board area.

Notwithstanding that there are many external factors out-with the control of the Registration Officer which can influence the return percentage of canvassed properties we continue to measure the return rate. The table below shows the return for the Joint Board area for 2011 and 2012:

Constituency	No of Properties Canvassed		Positive Response		% Achieved	
	2011	2012	2011	2012	2011	2012
AYR	37,477	37,603	30,436	31,074	81.21%	82.64%
CUNNINGHAME NORTH	36,811	36,870	28,199	28,943	76.60%	78.50%
CUNNINGHAME SOUTH	30,334	30,460	23,272	23,393	76.72%	76.80%
CARRICK, CUMNOCK & DOON VALLEY	35,534	35,663	28,376	28,846	79.86%	80.88%
KILMARNOCK & IRVINE VALLEY	38,183	38,450	29,660	30,261	77.68%	78.70%
Total	178,339	179,046	139,943	142,517	78.47%	79.60%

The percentage 2012 return increased in comparison with the previous year. These figures constitute a total return of just under 80% for the Joint Board Area. Using secondary information available the return percentage was increased to just under 94.6%.

In order to make it easier for electors to make their canvass return, we operate a telephone and internet registration system. This system allows people with no changes to their registration to respond via a freephone telephone line or secure internet site. A breakdown of the different methods of return is noted below:

No of Properties Canvassed 2012		Positive response			% Achieved		
		Postal	Telephone	Internet	Postal	Telephone	Internet
Constituency							
AYR	37,603	16,175	9,210	5,689	43.02%	24.49%	15.13%
CUNNINGHAME NORTH	36,870	15,672	8,342	4,929	42.51%	22.63%	13.37%
CUNNINGHAME SOUTH	30,460	11,990	7,326	4,077	39.36%	24.05%	13.38%
CARRICK, CUMNOCK & DOON VALLEY	35,663	16,134	8,471	4,241	45.24%	23.75%	11.89%
KILMARNOCK & IRVINE VALLEY	38,450	15,612	9,424	5,225	40.60%	24.51%	13.59%
Total	179,046	75,583	42,773	24,161	42.21%	23.89%	13.49%

For further information on these performance figures or any aspect of the responsibilities of the Ayrshire Valuation Joint Board contact:-

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