

AGENDA ITEM

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VALUATION JOINT BOARD FOR CENTRAL SCOTLAND

Subject: Disclosure Scotland Policy
Meeting: Central Scotland Valuation Joint Board
Date: 1st February, 2008
Author: Iain Macgregor, Assistant Assessor

1.0 INTRODUCTION

This report relates to the disclosure check of members of Valuation Joint Board staff and updates the Joint Board as to progress.

2.0 BACKGROUND

At the meeting on 7th September, 2007 the Joint Board approved a policy whereby staff who visit properties where children and vulnerable adults are resident or likely to be present must have had appropriate disclosure checks carried out. The Policy was to be implemented following a period of appropriate staff guidance.

3.0 STAFF GUIDANCE

Following a meeting of the Assessor's Management Team in August 2007 the relevant members of staff were advised that it was considered appropriate that each of them should be disclosure checked and any observations would be welcomed. No observations were received.

Prior to the meeting of the Joint Board in September all relevant staff were given sight of the draft policy document. Again, observations were invited but none was received.

When Disclosure Scotland application forms were distributed to staff in mid-October a number of issues were raised. These ranged from practical difficulties in providing the necessary documentation in support of the application to a view that the integrity of staff was being doubted. In an effort to allay these concerns Tom Denovan of Clackmannanshire Human Resources was invited to address the staff on 14 November 2007. The

explanations and guidance offered by Mr Denovan were understood and accepted by staff.

4.0 THE PRESENT POSITION

The relevant staff have all now submitted Disclosure Scotland application forms with relevant supporting documentation. All but two certificates DS certificates have now been returned and none advises any relevant convictions. It is not anticipated that the remaining two certificates have been delayed for other than administrative reasons.

5.0 RECOMMENDATION

It is recommended that the Valuation Joint Board approves this Report.

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Iain Macgregor
Assistant Assessor (East Division)
Date: 22nd January, 2008