

Background

- This policy complies with the exception to the Rehabilitation of Offenders Act 1974 and with the Disclosure and Barring Service Code of Practice.
- This policy replaces all previous policies, decisions and/or precedents relating to criminal records checks for Faversham Town Councillors and coopted members.

General Principles

- Faversham Town Council is committed to protecting the wellbeing of the public and those individuals in its care who are considered to be especially vulnerable or at risk - children, and vulnerable adults. We will undertake:
 - not to knowingly employ in regulated activity or use as a volunteer a barred person
 - to refer individuals who have been dismissed, or we cease to use, to the Disclosure & Barring Service if we believe they have harmed or pose a risk of harm to children or vulnerable adults (this will be carried out in accordance with the referral process outlined by the DBS).
- The principles of this policy apply to all employees, volunteers, applicants, and others engaged in council service provision with children or vulnerable adults. The council has a statutory duty of care to vulnerable members of society; this duty will be carried out with due regard to all other relevant legislation, and the council undertakes to treat all individuals fairly.

Costs

- Quotes have been sourced from various providers. Because Councillors will be helping in a voluntary capacity, only an administration charge would normally be payable. As an example, TotalCRB have provided a quote of £16 per candidate for an enhanced DBS check and have an online facility for the Town Council to be able to upload the required information.

Recommendation

- That all staff and elected councillors on Faversham Town Council agree to a basic or enhanced DBS check