Lanarkshire Valuation Joint Board

Fraud Whistle Blowing for Third Parties
August 2024

1. Introduction

1.1 Lanarkshire Valuation Joint Board (LVJB) is committed to ensuring probity and accountability in all its activities. LVJB adopts South Lanarkshire Councils Counter Fraud, Bribery and Corruption Policy Statement and Strategy that requires individuals and organisations which the council deals with to behave toward the Council & LVJB with integrity.

1.2 LVJB is also committed to dealing, on a confidential basis, with any allegation of material fraud or malpractice brought to its attention by any contractor, supplier, organisation, or by the general public. Such allegations may concern the conduct of those acting in the name of LVJB or contractors, suppliers, or members of the public, where they involve the misuse of LVJB assets or budget.

1.3 Examples of employee concerns which should be reported include but are not limited to:

- Profiting from an official position;
- Disclosure of official activities or information for advantage;
- Accepting or seeking value from third parties by virtue of official position or duties;
- Theft or misuse of LVJB property, facilities or services.

1.4 External organisations actions which should be reported include but are not limited to:

- Bribes or inducements offered by a supplier;
- Misuse of grant funding.

1.5 This Fraud Whistle Blowing Policy for third parties lays down the procedures whereby such matters can be brought to the attention LVJB. Disclosures by LVJB employees are dealt with under Confidential Reporting Procedures.

2. Handling Reported Incidents

2.1 LVJB will take seriously, all material matters raised in good faith by third parties.

2.2 Once a concern has been raised, LVJB will assess the action that should be taken in line with our investigate protocols and procedures.

2.3 If the person raising the concern has provided contact details, they will be informed within five days how the matter is being handled, and whether further assistance will be required from them.

2.4 It is not necessary for the person raising the concern to provide contact details as all concerns raised in good faith will be taken seriously. However, it may be helpful to the successful conclusion of the investigation if the person reporting a concern is able to provide further details if required. Their identity will not be revealed outside of the investigation team.

2.5 If the person raising the concern has any personal interest in the matter they must tell LVJB at the outset. If they do not, and the interest becomes apparent later, the failure to declare an interest may affect LVJB's conclusions to the investigation.

2.6 Feedback will be provided to the person raising the concern where appropriate, provided their identity is known.

2.7 If requested, LVJB will provide a written update o the progress of the investigation within 21 days of notification of the concern. Notification will also be given when the investigation is complete.

2.8 Please be aware that LVJB may not be able to divulge the precise action taken, or give detailed results of an investigation, where this might:

- Infringe a duty of confidence owned by LVJB to another person or organisation or
- Prejudice the investigation or
- Result in a breach of either the Human Rights Act or Data Protection legislation.

3. Raising a Concern

3.1 Concerns should be raised, either:

- In writing, addressed the The Assessor and ERO, David Dale House, 45 John Street, Blantyre, GLASGOW G72 0AA.
- By telephoning LVJB – 01698 476000

3.2 If a correspondent wishes their concern to be treated in confidence, this should be intimated at the outset, so that the appropriate arrangements for anonymity can be made.

4. Further Action

4.1 LVJB hopes that this policy give assurance to anyone who has raided a concern in good faith that It has been fully and impartially investigated. While LVJB cannon guarantee that it will respond to all matters in the waythat the person raising it might with, it will try to handle any concern expressed by a third party fairly and properly. However, should anyone be dissatisfied by the response to their concerns they can contact:

Scottish Public Services Ombudsman	or	Audit Scotland
Bridgeside House		4th Floor
99 McDonald Road		102 West Port
Edinburgh		Edinburgh
EH7 4NS		EH3 9DN