



## Victoria Park - Compliance Audit Return 2022

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

<b>Commercial Enterprises by Local Governments</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	s3.59(2)(a) F&G Regs 7, 9, 10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2022?	N/A	No major trading undertakings approved.	Manager Property Development and Leasing
2	s3.59(2)(b) F&G Regs 7, 8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2022?	N/A	No major land transactions entered into. The proposed Edward Millen land transaction is under review and negotiation may (if the proposed transaction progresses) be the subject of a business plan and s3.59 compliance, prior to any transaction being entered into. Correspondence between Town & DLGSC 5/07/2022 & 1/08/2022 - see D22/48846 & D22/43042.	Manager Property Development and Leasing
3	s3.59(2)(c) F&G regs 7, 8A, 8, 10	Has the local government prepared a business plan before entering into each land transaction that was preparatory	N/A	No land transactions entered into that were preparatory to a major land transaction.	Manager Property Development and Leasing



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		to entry into a major land transaction in 2022?			
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2022?	N/A		Manager Property Development and Leasing
5	s3.59(5)	During 2022, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Manager Property Development and Leasing

<b>Delegation of Power / Duty</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	Committees at the Town do not have delegated authority.	Manager Governance and Strategy
2	s5.16	Were all delegations to committees in writing?	N/A	Committees at the Town do not have delegated authority.	Manager Governance and Strategy
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the <i>Local Government Act 1995</i> ?	N/A	Committees at the Town do not have delegated authority.	Manager Governance and Strategy



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<b>Delegation of Power / Duty</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	Committees at the Town do not have delegated authority.	Manager Governance and Strategy
5	s5.18	Has council reviewed delegations to its committees in the 2021/22 financial year?	Yes	No delegations made to committees	Manager Governance and Strategy
6	s5.41(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ?	Yes		Manager Governance and Strategy
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes		Manager Governance and Strategy
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		Manager Governance and Strategy
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Manager Governance and Strategy
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes		Manager Governance and Strategy
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		Manager Governance and Strategy



Department of  
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<b>Delegation of Power / Duty</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2021/22 financial year?	Yes		Manager Governance and Strategy
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?	Yes		Manager Governance and Strategy

<b>Disclosure of Interest</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Manager Governance and Strategy



<b>Disclosure of Interest</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	N/A	No decisions were made in relation to participation approval.	Manager Governance and Strategy
3	s5.73	Where disclosures under section sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made?	Yes		Manager Governance and Strategy
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	No	2 primary returns were not received within three months of their start date	Manager Governance and Strategy
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2022?	No	3 annual returns were not received by 31 August 2022	Manager Governance and Strategy



<b>Disclosure of Interest</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
6	s5.77	On receipt of a primary return or annual return, did the CEO, or the mayor/resident, give written acknowledgement of having received the return?	Yes		Manager Governance and Strategy
7	s5.88(1) & 2(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ?	Yes		Manager Governance and Strategy
8	s5.88(1) & 2(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the <i>Local Government (Administration) Regulations 1996</i> , regulation 28?	Yes		Manager Governance and Strategy
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person?	Yes		Manager Governance and Strategy



<b>Disclosure of Interest</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		Manager Governance and Strategy
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	Yes		Manager Governance and Strategy
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes		Manager Governance and Strategy



<b>Disclosure of Interest</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all record relating to those people?	Yes		Manager Governance and Strategy
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes		Manager Governance and Strategy
15	5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	To the best of our knowledge.	Manager Governance and Strategy





<b>Disclosure of Interest</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	No application was made to the Minister.	Manager Governance and Strategy
17	s5.71B(6) & s5.71B(7)	Was any decision by the Minister under subsection 5.71B(6) of the Local Government Act 1995 recorded in the minutes of the council meeting at which the decision was considered?	N/A	No decision was made by the Minister as no application was made.	Manager Governance and Strategy
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	Yes	20 April 2021. No changes occurred during the Compliance Audit Return period. However, this question does not apply to the 2022 CAR.	Manager Governance and Strategy



<b>Disclosure of Interest</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
19	s5.104(3) & (4)	Did the local government adopt additional requirement in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?	No	The Council did not a adopt additional requirements to the Code of Conduct.	Manager Governance and Strategy
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Yes		Manager Governance and Strategy
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government in accordance with section 5.51A(1) of the Local Government Act 1995?	Yes	The Code of Conduct has been implemented, training rolled out to all current employees and signed off by all new employees.	Manager People and Culture



<b>Disposal of Property</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies?)	Yes		Manager Property Development and Leasing
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?	Yes		Manager Property Development and Leasing



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<b>Elections</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997	Yes		Manager Governance and Strategy
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?	Yes		Manager Governance and Strategy



Department of  
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<b>Elections</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?	Yes		Manager Governance and Strategy

<b>Finance</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995?	Yes		Manager Governance and Strategy
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the <i>Local Government Act 1995</i> , did it do so by absolute majority?	N/A	Audit and Risk Committee does not have any delegated authority.	Manager Governance and Strategy



<b>Finance</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2022 received by the local government by 31 December 2022?	No		Chief Financial Officer
4	s7.12A(3)	Where the local government determined that the matters raised in the auditor's report prepared under section 7.9(1) of the <i>Local Government Act 1995</i> required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	Auditors report not yet received by the Office of the Auditor General.	Chief Financial Officer
5	s7.12(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect of each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	Auditors report not yet received by the Office of the Auditor General.	Chief Financial Officer



<b>Finance</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
6	s7.12A(5)	Within 14 days after the local government gave a report to the minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , di the CEO publish a copy of the report on the local government's official website?	N/A	Auditors report not yet received by the Office of the Auditor General.	Chief Financial Officer
7	Audit Reg 10(1)	Was the auditor's report for the financial year ended 30 June 2022 received by the local government within 30 days of completion of the audit?	N/A	Auditors report not yet received by the Office of the Auditor General.	Chief Financial Officer

<b>Integrated Planning and Reporting</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	12 April 2022	Manager Governance and Strategy



<b>Integrated Planning and Reporting</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	19 July 2022	Manager Governance and Strategy
3	Admin Reg 19DA(2) and (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 19DA(2) & (3)?	Yes		Manager Governance and Strategy

<b>Local Government Employees</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and / or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?	N/A	No CEO or senior employee vacancies were advertised.	Manager People and Culture
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	CEO position was not advertised.	Manager People and Culture





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<b>Local Government Employees</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ?	N/A	CEO position was not advertised.	Manager People and Culture
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	Town has no designated senior employees.	Manager People and Culture
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	Town has not designated senior employees.	Manager People and Culture

<b>Official Conduct</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	s5.120	Has the local government designated an employee to be its complaint officer?	N/A	CEO is complaints officer in the absence of a designation as per the <i>Local Government Act 1995</i> .	Manager Governance and Strategy



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<b>Official Conduct</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which record all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ?	Yes		Manager Governance and Strategy
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ?	Yes		Manager Governance and Strategy
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		Manager Governance and Strategy



<b>Optional Questions</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three years prior to 31 December 2022? If yes, please provide the date of council's resolution to accept the report.	Yes	Last review undertaken in June 2020, Ordinary Council Meeting 21 July 2020, item 15.2.	Chief Financial Officer
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2022? If yes, please provide date of council's resolution to accept the report.	No	The last Regulation 17 review was undertaken in three parts commencing 16 April 2019 (legislative compliance) and completed on 17 September 2019 (internal controls) and 17 December 2019 (risk management). The reviews were therefore completed during 2018-19 and 2019-20 financial years. The Town's next regulation 17 review is about to commence and is anticipated to be presented to Council prior to the end of the 2022-23 financial year.	A/Manager Governance and Strategy



Department of  
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<b>Optional Questions</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	No	1 out of 4 disclosures were made outside 10 days. All 4 disclosures were completed as per section 5.87C of the Local Government Act 1995	Manager Governance and Strategy
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes		Manager Governance and Strategy
5	S5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3) and (4) of the <i>Local Government Act 1995</i> ?	No	Town' has not published on its website a report on the type, and the amount or value, of any fees, expenses or allowances paid to each council member during a financial year beginning on or after 1 July 2020 (reg 29C(2)(f) Admin). The Town's website now details the required reports for the last two financial years.	A/Manager Governance and Strategy



<b>Optional Questions</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes		Manager Governance and Strategy
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2021/2022 financial year and publish it on the local government's official website by 31 July 2022?	Yes		Manager Governance and Strategy
8	s6.4(3)	By 30 September 2022, did the local government submit to its auditor the balanced accounts and annual financial report for the year ended 30 June 2022?	Yes		Chief Financial Officer
9	s6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes		Chief Financial Officer



<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods and service where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Chief Financial Officer
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11A(2), did the local government invite tenders for all contracts for supply of goods and services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	Yes		Chief Financial Officer



<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
3	F&G Regs 11(1), 12(2), 13 & 14(1), (3) and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	Yes		Chief Financial Officer
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, regulation 12 when decided to enter into multiple contracts rather than a single contract?	N/A		Chief Financial Officer
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender document or each acceptable tenderer notice of the variation?	Yes		Chief Financial Officer



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<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	Yes		Chief Financial Officer
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	No	While the Town maintained a Tender register for public inspection, updated details of this register were not uploaded to the Town's website. This has been rectified.	Chief Financial Officer
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A	The Town did not receive any tenders after the closing date and time in the invitation for tender, and therefore a response is not applicable.	Chief Financial Officer





<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes		Chief Financial Officer
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Chief Financial Officer
11	F&G Regs 21 and 22	Did the local government's advertising and expression of interest processes comply with the requirement of the Local Government (Functions and General) Regulations 1996, regulations 21 and 22?	N/A	No EOI's in 2022	Chief Financial Officer
12	F&G Reg 23(1) and (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	No EOI's in 2022	Chief Financial Officer



<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
13	F&G Reg 23(3) and (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	N/A	No EOI's in 2022	Chief Financial Officer
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, regulation 24?	N/A	No EOI's in 2022	Chief Financial Officer
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996 regulations 24AD(4) and 24AE?	Yes		Chief Financial Officer



<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
16	F&G Regs 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes		Chief Financial Officer
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes		Chief Financial Officer



Department of  
**Local Government, Sport  
and Cultural Industries**

<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, regulation 24AG?	N/A	Panel contract currently undergoing evaluation	Chief Financial Officer
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	No		Chief Financial Officer
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes	Panel contract currently undergoing evaluation	Chief Financial Officer
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	Panel contract currently undergoing evaluation	Chief Financial Officer



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<b>Tenders for Providing Goods and Services</b>					
<b>No.</b>	<b>Reference</b>	<b>Question</b>	<b>Response (Yes, No, N/A)</b>	<b>Comment</b>	<b>Service Area</b>
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996 regulation 24E and 24F?	N/A	Regional price preference isn't given by the Town.	Chief Financial Officer

I certify this Compliance Audit Return has been adopted by council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor/President, Victoria Park

\_\_\_\_\_  
Signed CEO, Victoria Park