



Standing Committee (Audit and Risk)

Item 10.3 refers

Attachment 3

2020 Compliance Audit Return

Creating opportunities





Belmont - Compliance Audit Return 2020

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.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
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 2020?	N/A	No major land transactions entered into in 2020	Eleanor Whiteley
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	N/A	No major land transactions entered into in 2020	Eleanor Whiteley
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	N/A	No major land transactions entered into in 2020	Eleanor Whiteley
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 2020?	N/A	No major land transactions entered into in 2020	Eleanor Whiteley
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	No major land transactions entered into in 2020	Eleanor Whiteley



Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	No delegation to Committees	Eleanor Whiteley
2	s5.16	Were all delegations to committees in writing?	N/A	No delegation to Committees	Eleanor Whiteley
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A	No delegation to Committees	Eleanor Whiteley
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	No delegation to Committees	Eleanor Whiteley
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	Yes	OCM 23/6/2020 Item 12.6	Eleanor Whiteley
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes	OCM 23/6/2020 Item 12.6	Eleanor Whiteley
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	OCM 23/6/2020 Item 12.6	Eleanor Whiteley
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	OCM 23/6/2020 Item 12.6	Eleanor Whiteley
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	ECM Folder 11/005	Eleanor Whiteley
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	OCM 25/2/20 12.9 DA 25	Eleanor Whiteley
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	ECM Folder 11/005 Physical Register Maintained by Compliance Administrator in Compliance Area	Eleanor Whiteley
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes	OCM 25/2/20 12.9 DA 25 OCM 23/6/2020 Item 12.6 Sub delegations reviewed ELT May 2020	Eleanor Whiteley
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 Admin Reg 19?	Yes	Exercise of Delegation Register maintained in Compliance Area ECM Folder 11/005	Eleanor Whiteley

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent



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

No	Reference	Question	Response	Comments	Respondent
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, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	N/A	No financial/indirect interests disclosed by Elected members	Eleanor Whiteley
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 by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	N/A	No financial/indirect interests disclosed by Elected members	Eleanor Whiteley
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes	OCM 22/9/20 J Christie (14.1) ABF 15/9/20 Christie (14.1) (12.3) IF 1/12/2020 J Christie (6.3)	Eleanor Whiteley
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	Administrative delay in requesting Officer to complete Primary Return. By no fault of the relevant person. No operational requirement for sub-delegation to be in place - was not exercised and has since been removed.	Eleanor Whiteley
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes	ECM Folder 163/001 Physical Register maintained by Compliance Administrator and held in Compliance Area	Eleanor Whiteley
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes	ECM Folder 163/001 Physical Register maintained by Compliance Administrator and held in Compliance Area	Eleanor Whiteley
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?	Yes	ECM Folder 164/001 Physical Register maintained by Compliance Administrator and held in Compliance Area	Eleanor Whiteley
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, in the form prescribed in Admin Reg 28?	Yes	ECM DSID 4773809	Eleanor Whiteley



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No	Reference	Question	Response	Comments	Respondent
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes	All returns that have been removed from the Register are maintained by the records unit in accordance with the General Disposal Authority for Local Government Records (To be destroyed 7 years after the employee or elected member separates from the organisation. Electronic Versions are moved to 163/002 Expired Disclosures	Eleanor Whiteley
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) 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	All returns that have been removed from the Register are maintained by the records unit in accordance with the General Disposal Authority for Local Government Records (To be destroyed 7 years after the employee or elected member separates from the organisation. Electronic Versions are moved to 163/002 Expired Disclosures	Eleanor Whiteley
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, in the form prescribed in Admin Reg 28A?	Yes	ECM DSID 4849014	Eleanor Whiteley
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	ECM DSID 4849014	Eleanor Whiteley
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes	Register is checked bimonthly by Compliance Administrator with former employees records removed and forwarded to Records for disposal	Eleanor Whiteley



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No	Reference	Question	Response	Comments	Respondent
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	All returns that have been removed from the Register are maintained by the records unit in accordance with the General Disposal Authority for Local Government Records (To be destroyed 7 years after the employee or elected member separates from the organisation. Electronic Versions are moved to 163/004 Expired Gift and Hospitality Disclosures	Eleanor Whiteley
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes	ECM DSID 4762214	Eleanor Whiteley
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes	ECM DSID 4762214	Eleanor Whiteley
17	s5.70(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	ECM DSID 4762214	Eleanor Whiteley
18	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 s5.71A(1) 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 submissions made to Minister	Eleanor Whiteley
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A	No submissions made to Minister	Eleanor Whiteley
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes	ECM DSID 1535691 City as a Code of Conduct that applies to Staff, Elected Members & Committee Members	Eleanor Whiteley
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes	ECM DSID 4860251	Eleanor Whiteley



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Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
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) (unless section 3.58(5) applies)?	Yes	4794646 - 14 Cleaver Terrace and 5 Kemp Place Rivervale; Advert DSID 4794646. 4713280 – HACC Vehicles; Advert DSID 4722298 4616836 – 232 Fulham Street Cloverdale Advert DSID 4665200 Public (proofs of both ads 4900385 4634641, 16A Tidewater Way, Ascot Advert DSID 4634641	Eleanor Whiteley
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Eleanor Whiteley

Elections					
No	Reference	Question	Response	Comments	Respondent
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?	N/A	No election 2020	Eleanor Whiteley
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?	N/A	No election 2020. 2019 items removed.	Eleanor Whiteley
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 Elect Reg 30G(6)?	Yes	2019 Election Gift Register	Eleanor Whiteley

Finance					
No	Reference	Question	Response	Comments	Respondent



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No	Reference	Question	Response	Comments	Respondent
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 Act?	Yes	SCM 21/10/19. ECM Doc Set ID 4480916	Eleanor Whiteley
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	No delegation vested in Committees	Eleanor Whiteley
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A	No appointment during 2020 as the City's auditor is now the Office of the Auditor General.	Eleanor Whiteley
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	N/A	No appointment during 2020 as the City's auditor is now the Office of the Auditor General.	Eleanor Whiteley
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	Yes	13/11/2020. ECM Doc Set ID 4842609	Eleanor Whiteley
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	No matters raised in the report required action to be taken.	Eleanor Whiteley
7	s7.12A(4)(a)	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 to each of those matters?	No	No matters raised in the report required action to be taken.(Financial Accounts) OAG Performance Audits relating to Waste Service Delivery (SC (AR) 10/11/2020 Item 11.4) OCM 15/12/20 Item 12.3 & Information Systems Local Government SC (AR) 10/11/20 Item 11.5 OCM 15/12/20 Item 14.1)	Eleanor Whiteley
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	No	Waste Report Sent Dec 2020 (Received 20/8/20 Due 20 November) IT report Sent Dec 2020 following consideration by Council at 15/12/2020 (Received 25/6/20 Due September)	Eleanor Whiteley
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes	Waste Action Plan 5/1/2021 DSID 4887621 Information Systems DSID 4885757 4/1/2021	Eleanor Whiteley



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No	Reference	Question	Response	Comments	Respondent
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes	18/02/2020. ECM Doc Set ID 4887982	Eleanor Whiteley
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes	Audit concluded late Nov 20, Report received 13/11/20	Eleanor Whiteley

Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
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	Item 12.3 - OCM 28/04/2020 (Major Review 2020-2040)	Eleanor Whiteley
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?	No	The review was delayed due to the requirement to align the budget as a result of COVID-19 impacts. Was adopted on Item 12.3 - OCM 24/11/2020 (Major Review 2020-2024)	Eleanor Whiteley
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes	Strategic Community Plan & Corporate Business Plan underwent major reviews in 2020. All actions now align resources, assets, workforce & financials over the course of the Plan life cycles. Actions are in accordance with the City's Integrated Planning & Reporting Framework.	Eleanor Whiteley



Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	No CEO recruitment undertaken in 2020	Eleanor Whiteley
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A	No CEO Recruitment and the City does not have senior employees.	Eleanor Whiteley
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	No CEO recruitment in 2020.	Eleanor Whiteley
4	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)?	N/A	No CEO recruitment in 2020.	Eleanor Whiteley
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	City does not have senior employees as defined under the Act	Eleanor Whiteley
6	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	City does not have senior employees as defined under the Act	Eleanor Whiteley

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	No	The CEO is the complaints officer	Eleanor Whiteley
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes	ECM DSID 4773290	Eleanor Whiteley
3	s5.121(2)	Does the complaints register include all information required by section 5.121 (2)?	Yes	ECM DSID 4773290	Eleanor Whiteley
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	ECM DSID 4773290	Eleanor Whiteley

Optional Questions					



Department of
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No	Reference	Question	Response	Comments	Respondent
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 Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	Yes	SC (AR) Feb 2019 SC(AR) Minutes accepted by Council OCM March 2019	Eleanor Whiteley
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 Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	Yes	SC (AR) Feb 2019 SC(AR) Minutes accepted by Council OCM March 2019	Eleanor Whiteley
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	N/A	No gifts above threshold	Eleanor Whiteley
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	N/A	No gifts above threshold	Eleanor Whiteley
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	No	Policy Drafted – due for consideration by Council at 23 February 2021 OCM	Eleanor Whiteley
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	No	As above	Eleanor Whiteley
7	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)?	Yes		Eleanor Whiteley
8	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	ECM DSID 4762214	Eleanor Whiteley
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes	ECM DSID 4773154 Elected Members Mandatory Training Register	Eleanor Whiteley
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes	ECM DSID 4793602	Eleanor Whiteley



Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	ECM Ref 1894704 Council Policy BEXB7.1	Eleanor Whiteley
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	No	Non-compliance with the City's purchasing policy for required number of quotes. An instance of annual spend for a supplier being above the threshold for required quotes – consideration that the multiple purchases constitute one contract. This has been addressed with the relevant business unit and the process calling for written quotes is underway.	Eleanor Whiteley
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes	See ECM folder 114/2020	Eleanor Whiteley
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes	ECM# 4666564, 4647591, 4765404	Eleanor Whiteley
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	N/A		Eleanor Whiteley
6	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 documents or each acceptable tenderer notice of the variation?	Yes	ECM# 4711785, 4711805, 4711784	Eleanor Whiteley
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes	ECM 4531311 Tender Register contains this information.	Eleanor Whiteley
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	https://www.belmont.wa.gov.au/about-us/our-city/tenders	Eleanor Whiteley



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No	Reference	Question	Response	Comments	Respondent
9	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?	Yes	ECM# 4620460	Eleanor Whiteley
10	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	ECM# 4702847, 4682206, 4830592	Eleanor Whiteley
11	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	Successful Letters ECM# 4711811, 4683174, 4831034 Unsuccessful Letters ECM# 4711350, 4711360, 4711370, 4711357, 4711376, 4711373, 4711364, 4711381, 4710561, 4683155	Eleanor Whiteley
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	Yes	ECM# 4692105	Eleanor Whiteley
13	F&G Reg 23(1) & (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		Eleanor Whiteley
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	Yes	ECM# 4752914	Eleanor Whiteley
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	Yes	ECM# 4744239	Eleanor Whiteley
16	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 F&G Reg 24?	Yes	ECM# 4753643, 4753645	Eleanor Whiteley
17	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 F&G Reg 24AD(4) and 24AE?	N/A		Eleanor Whiteley
18	F&G Reg 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?	N/A		Eleanor Whiteley



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No	Reference	Question	Response	Comments	Respondent
19	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 F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A		Eleanor Whiteley
20	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 F&G Reg 24AG?	N/A		Eleanor Whiteley
21	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?	N/A		Eleanor Whiteley
22	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?	N/A		Eleanor Whiteley
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A		Eleanor Whiteley
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	N/A		Eleanor Whiteley

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

Signed Mayor/President, Belmont

Signed CEO, Belmont