

## Fraud and Corruption Policy

### Objectives

The objective of this Policy is to demonstrate the Town's commitment to the prevention, detection and response to suspected fraudulent or corrupt conduct. The Town has zero tolerance for fraud or corruption and will take all reasonable steps necessary to prevent fraud and corruption occurring.

### Scope

This Policy applies to:

- (a) Employees;
- (b) Council Members; and
- (c) External parties.

### Definitions

**'Employees'** for the purposes of this Policy include employees of the Town of Bassendean, contractors, secondments, volunteers, work experience students, trainees and interns.

**'External parties'** for the purposes of this Policy means persons involved in the provision of goods or services to the Town, including contractors, consultants and outsourced providers and suppliers.

### Policy statement

1. This Policy together with the Town's Fraud and Corruption Control Plan are core elements of good governance and establish an effective structure to address fraud and corruption risks and to detect and respond to incidences of suspected fraud and corruption in accordance with the best practice principles outlined in Australian Standard AS8001-2021 – 'Fraud and Corruption Control'.
2. The Fraud and Corruption Control Plan is a comprehensive plan to assist the Town to prevent, detect and respond to incidences of fraud or corruption. The Fraud and Corruption Control Plan prescribes roles and responsibilities for fraud and corruption control and details the required prevention, detection and response measures.
3. All employees, Council Members and external parties dealing with the Town have an obligation to support efforts to reduce the risk of fraud or corruption by demonstrating behaviours that align to the Town's values, and by acting with integrity and professionalism in undertaking their functions.

4. The Town expects employees and Council Members to act in compliance with the respective Code of Conduct and the Town's Governance Framework and behave ethically and honestly when performing their functions and in their interactions with each other, the community and stakeholders.
5. The Chief Executive Officer is responsible for implementing appropriate systems and procedures to prevent, detect and respond to incidents of suspected fraudulent or corrupt behaviour.
6. The Town is committed to building a strong anti-fraud and corruption culture by regularly raising awareness of fraud and corruption risks and the requirements of the Town's fraud and corruption control framework. The Town will ensure employees, Council Members and external parties are aware of their responsibilities in respect to the prevention, detection and reporting of suspected fraudulent or corrupt conduct.
7. The Town will provide appropriate and easily accessible reporting mechanisms for employees, Council Members and external parties to report suspected fraudulent or corrupt activity, taking all reasonable steps to protect those making disclosures from acts of victimisation or reprisal.
8. All suspected instances of fraudulent or corrupt conduct will be investigated in accordance with relevant legislation and the principles of natural justice, with the appropriate reporting, disciplinary, prosecution and recovery actions initiated, where applicable.
9. The Chief Executive Officer will review the effectiveness of the Fraud and Corruption Control Plan biennially and present the outcome of the review to the Audit and Governance Committee.

Document Control Box			
Document responsibilities:			
Owner:	Chief Executive Officer	Owner Business Unit:	Office of the Chief Executive Officer
Inception date:	OCM 14/03/22 22/03/2022	Decision maker:	Council
Review date:	December 2026	Repeal and replace:	
Compliance requirements:			
Legislation	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i> <i>Local Government (Model Code of Conduct) Regulations 1996</i> <i>Corruption, Crime and Misconduct Act 2003</i> <i>Public Interest Disclosure Act 2003</i> Fraud and Corruption Control Standards (AS8001-2021)		