Appendix C:
Review scope and method

Scope of this review

Who we examined

We examined the following agencies:

Agency	Their key responsibilities
DEECA	Publishing data to VU and managing the website
EPA	Collecting and providing most of VU's datasets

Our review objective

To determine if DEECA (formerly the Department of Environment, Land, Water and Planning) and EPA's publicly available contaminated land data in Victoria is accurate, current and fit for purpose.

What we examined

We examined if the government's actions to improve how it collects, collates and makes contaminated land data accessible have addressed known gaps and performance issues.

We focused on VU, which is the government's first contaminated land database.

We chose to do this as a limited assurance engagement because in our pre-planning we assessed the risk of finding significant issues as low.

Conducting this review

Assessing performance

To form our conclusion against our objective we used the used the following lines of inquiry and associated evaluation criteria:

Line of inquiry		Criteria	
1.	Does DEECA and EPA ensure the datasets that inform VU comply with the Victorian Data Quality Standard and Protective Data Security Framework?	1.1	There is a data quality statement or equivalent process in place for the datasets used in VU.
		1.2	There is a data quality management plan or equivalent in place for the datasets used in VU.
		1.3	There is a clear understanding of roles and responsibilities for each of the datasets used in VU (the owner, delegated owner, custodian and administrator of the data).
		1.4	There is a security risk profile assessment in place for the datasets that inform VU.
		1.5	There is a protective data security plan for the datasets that inform VU.
2.	Is VU fit for purpose?	2.1	VU is accessible and provides appropriate information for the user to easily understand the contamination status of a site.

Our methods

As part of the review we:

- reviewed the Standard and Guideline
- analysed DEECA's and EPA's project documentation for VU
- assessed DEECA's and EPA's processes and procedures for VU
- reviewed DEECA's and EPA's data quality processes and documentation
- reviewed VU's website
- interviewed key staff.

Compliance

We conducted our review in accordance with the *Audit Act 1994* and ASAE 3500 *Performance Engagements* to obtain limited assurance to provide a basis for our conclusion.

We also provided a copy of the report to the Department of Premier and Cabinet and the Department of Treasury and Finance.

We complied with the independence and other relevant ethical requirements related to assurance engagements.

Cost and time

The full cost of the review and preparation of this report was $250,000.

The duration of the review was 6 months from initiation to tabling.