



SNOWY MONARO
REGIONAL COUNCIL

Late Report

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
30 August 2017**

**ORDINARY COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS, 81 COMMISSONER STREET, COOMA NSW
2630**

**ON WEDNESDAY 30 AUGUST 2017
COMMENCING AT 5.30PM**

LATE REPORT

- | | |
|--|----|
| 15. CORPORATE BUSINESS - KEY DIRECTION 6. MANAGING DEVELOPMENT AND SERVICE DELIVERY TO RETAIN THE THINGS WE VALUE | |
| 15.1 DA 10.2016.1065.1 Rotary Markets - Amended Draft Conditions of Consent | 2 |
| 16. CORPORATE BUSINESS - KEY DIRECTION 7. PROVIDING EFFECTIVE CIVIC LEADERSHIP AND CITIZEN PARTICIPATION | |
| 16.1 Remuneration Audit, Risk and Improvement Committee 2017/2018 | 25 |

15.1 DA 10.2016.1065.1 ROTARY MARKETS - AMENDED DRAFT CONDITIONS OF CONSENT

Record No:

| | |
|--------------------------|--|
| Responsible Officer: | Director Environment & Sustainability |
| Author: | Manager Development Assessment |
| Key Direction: | 6. Managing Development and Service Delivery to Retain the Things We Value |
| Delivery Plan Strategy: | DP6.7 Ensure that Council's policy, land use planning, development assessment enhance liveability. |
| Operational Plan Action: | OP6.13 Ensure development assessment is undertaken in accordance with adopted Local Environmental Plans, Development Control Plans, Council Policy and State and Federal legislation. |
| Attachments: | <ol style="list-style-type: none"> 1. Draft conditions of consent ↓ 2. Plan showing market area ↓ 3. May Council report ↓ |

| | |
|-----------------------|--|
| Applicant Number: | DA 10.2016.1065.1 |
| Applicant: | The Rotary Club of Cooma Inc |
| Owner: | Snowy Monaro Regional Council and Land & Property Management |
| DA Registered: | 10.2016.1065.1 |
| Property Description: | Centennial Park – 91 Sharp St COOMA |
| Property Number: | 15890 |
| Area: | Cooma |
| Zone: | RE1- Public Recreation |
| Current Use: | Public Recreation |
| Proposed Use: | Event- Market |
| Permitted in Zone: | <p>2 Permitted without consent Environmental protection works</p> <p>3 Permitted with consent Car parks; Community facilities; Environmental facilities; Heliports; Information and education facilities; Kiosks; Markets; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Roads</p> <p>4 Prohibited Any development not specified in item 2 or 3</p> |
| Recommendation: | Approval- Subject to conditions |

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the use of Centennial Park for monthly markets. A report was presented to the May 2017 Council meeting providing an assessment of DA 10.2016.1065.1 which was an application to hold monthly markets in Cooma's Centennial Park.

The markets organised by the Rotary Club of Cooma had been occurring in the park once per month on a Sunday for a number of years without development consent. The application sought to regularise this use and impose a number of conditions to allow for the continued operation of the markets taking into consideration their impacts on the facility.

Concerns were raised in relation to a number of the draft conditions by members of the community and Rotary, and at that meeting it was resolved:

That Council defer Item 15.3 until the June Council Meeting pending re-engagement between the Rotary Club and Council and development of a draft MOU between the Cooma Chamber of Commerce and the Rotary Club with regard to the operation of the markets.

Subsequently, a meeting was held with Rotary, Council officers and the Chamber, and there have been some delays in finalising the information for this report.

A resolution is therefore required to determine the application, which is generally in accordance with the May Council report with some amendments to the draft conditions of consent.

.

RECOMMENDATION

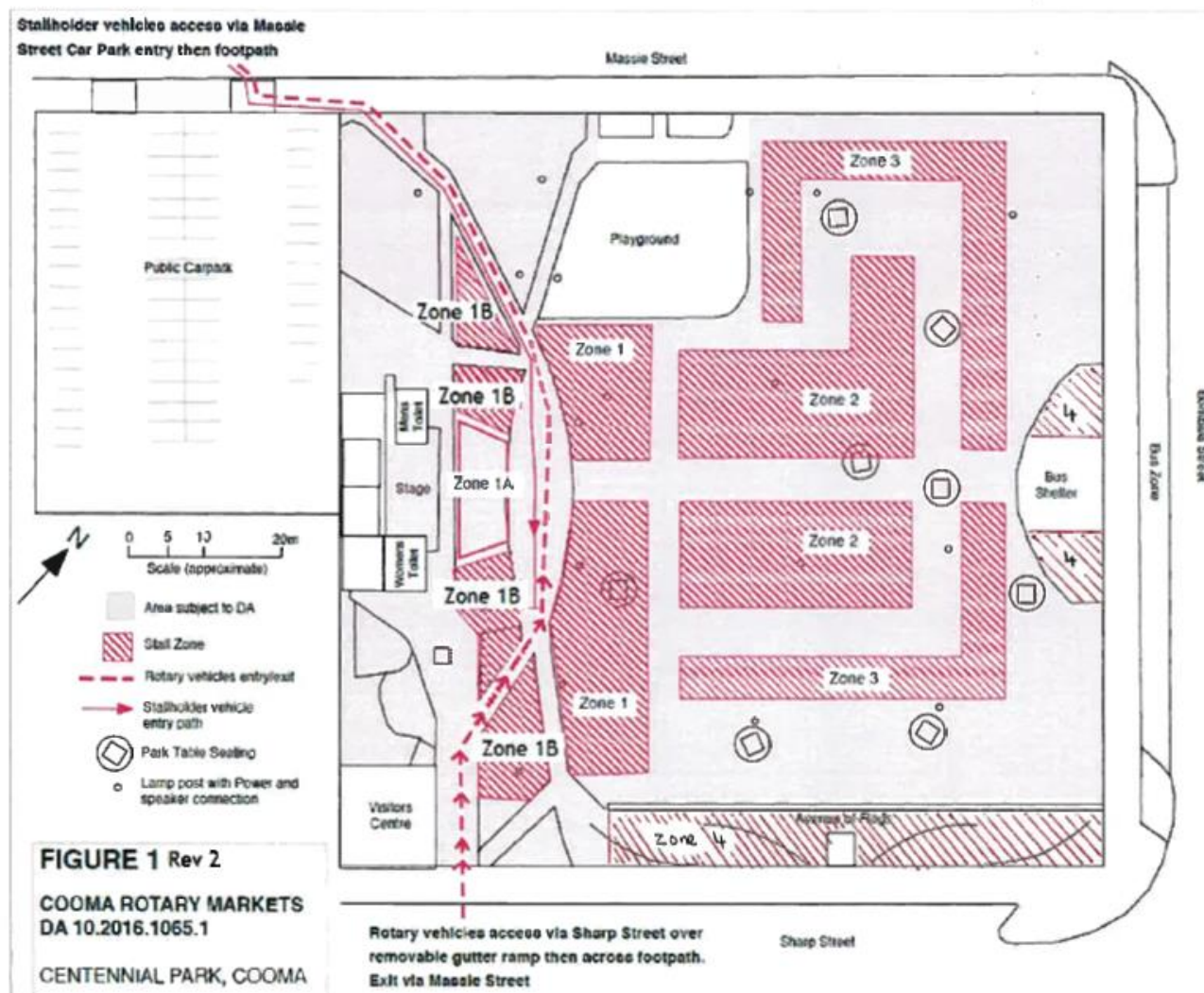
That

- A. Pursuant to section 80(1)(a) of the Environmental Planning and Assessment Act 1979 (as amended) it is recommended that consent for Markets on the public reserve known as "Centennial Park" 91 Sharp Street Cooma is granted subject to the conditions of consent attached.
- B. Those people who make submissions are notified of the outcome.
- C. Council officers are delegated to make minor administrative changes if required prior to signature.

BACKGROUND

This report should be read as an addendum to the assessment report presented to the May 2017 Council meeting as attached. This report is present amended draft conditions of consent to Council in response to the deferral of the determination by Council at its meeting in May.

Figure 1 - Revised plan showing additional areas of permitted for the use of markets within the park boundary (zone 4)



QUADRUPLE BOTTOM LINE REPORTING

1. Social

The development application has addressed the social impacts of the development, this report is provided as an addendum to the original assessment report due to deferral of the decision by Council. Further consultation has been carried out with Council and the applicant to determine more appropriate locations of vehicles within the park to ensure the ongoing use of the park for both recreational users and the market operators.

2. Environmental

The assessment report (attached) has addressed the environmental considerations of the markets being carried out on a public recreation space and the impact of vehicles being driven within the grasses areas of the park. Alternatives have been provided for the organisers to be able to situate stalls which require vehicles within areas shown on the plan as zone 4 and conditions of consent have been included to ensure that these areas are available for vehicles integral to stalls.

3. Economic

The assessment report (attached) addressed the economic impacts of the development for Council and the community. This report does not seek to further address these issues.

4. Civic Leadership

This report and the amended draft conditions are a result of further consultation with the applicant to find a compromise with the original conditions of consent some of which the applicant deemed as unpalatable. Whilst some conditions have been amended others will remain to ensure that the impacts of the development are mitigated.

Draft Conditions of Consent 10.2016.1065.1 (temporary Use Markets 3rd Sunday of the Month)

General

1. The development being carried out in accordance with the approved documents/plans listed in the Schedule below and development application except where amended by the conditions of this Consent as set out in the following conditions or by any subsequently approved Section 96 modification.

| Document/Plan Schedule | | | |
|------------------------|------------------------------------|-------------------------------------|----------|
| Ref | Description | Prepared/Drawn By | Received |
| - | Statement of Environmental Effects | Applicant | |
| | Site Plan | Applicant with amended Zone 4 shown | |

Reason: Requirement that the development is completed in accordance with Council's consent.

Limits of Consent

2. The organiser is advised that this consent is for 12 Markets per year for 5 years (consecutive) being held on the third Sunday in each Month.

Note – As this consent rests with the land, this condition may be amended by Snowy Monaro Regional Council as the owner of the land on which the event is to be held thereby having the effect of cancelling the event should it deem necessary the organiser will be provided one month's notification of revocation of owners consent.

Hours of Operation

3. The hours of operation of the market are limited to the following (this includes the set up and removal of any structures)
6.30 am to 3.00 pm.

Inconsistency between documents

4. In the event of any inconsistency between conditions of this consent and the drawings/documents referred to above, the conditions of this consent prevail.

Insurance

5. The organiser is to ensure that they hold public liability with the following requirements:

Any insurance coverage for this event must note Snowy Monaro Regional Council as an interested party and is covered for the dates of the festivities and activities. minimum of twenty (20) million dollars covering the dates of the event.

A copy of the current policy is to be submitted to Council 14 days prior to the

event.

6. The organiser shall ensure that any food stall holders and operators of amusement devices hold the relevant insurances and registrations. Public liability Insurances in this respect must be a minimum of twenty (20) million dollars covering the dates of the event.

A copy of these current policies are to be submitted to Council 14 days prior to the event.

Damage to Council Property

7. A dilapidation report is to be completed by Council and the Market Organisers prior to the commencement of the first market of each year approved under this consent. This report will be updated monthly by Council. The report shall include all areas on which the markets are to be held and indicate the condition of the park prior to the use commencing.
8. Council will inspect the area within the two business days following each market to ensure that no damage to infrastructure (including grass surface, equipment and paved areas) has occurred, should any rectification works be required then the market organiser shall pay for such works at the full commercial rate. Council will undertake the works and issue an invoice for the recovery of these costs

Bond

9. The market organiser shall pay a bond of \$3000.00 to be held by Council to ensure any damage to the park is paid for by the organiser. Should the amount for rectification exceed that which is held in bond then the organiser shall pay Council that amount prior to the market continuing.
10. Should the event proceed for a 12month period without impact to Council infrastructure then the bond will be refunded at the amount of \$1000 for each successful period. If damage does occur the market organiser will be required to "top up" the bond to the full amount and the 12 month period will recommence.

Food Vending

11. All temporary food stalls selling food during the Market shall comply with the NSW Food Authority – Guidelines for Food Businesses at Temporary Events.
Reason: To ensure guideline requirements are met.

12. All Mobile Food Vending vehicles selling food at the Market shall comply with the NSW Food Authority – Guidelines for Mobile Food Vending Vehicles.

Reason: To ensure compliance with the Mobile Food Vending Guidelines.

13. All for-profit food stalls or mobile food vending vehicles must submit to Council a copy of their food business registration from their usual local government area place of trade. If Snowy Monaro Regional Council is the stall holder usual place of trade, the stall holder must notify their business details with Snowy Monaro Regional Council prior to selling food.

Reason: To ensure compliance Food Act 2003.

Waste Facilities

14. Council will provide waste and recycling bins in a compound behind the band shell. The applicant is responsible to distribute the waste and recycling bins for waste and recycling generated by the monthly special event attendees and stall holders. The applicant is also responsible for managing the waste and recycling bin levels during the event and returning the bins to the compound at the completion of the event.

Reason: To ensure adequate Waste Management is provide for the community during each special event.

Location of Stalls

15. Stalls are permitted with the areas shown on the approved plan numbered 1 to 4 with the exception of Zone 1A which shall be used for the purposes of entertainment, performances or presentations only.

Note - These locations may be changed with the written approval of Council without the requirement for a formal modification of this development application under s96 of the Act.

Pedestrian and Vehicle Movement

16. Light vehicles integral to a stall will be permitted to park in Zone 1B which a mixture of paved and non-paved areas (*shown in figure 1 Rev 2*) with a maximum of four (4) vehicles per market allowed in these areas. These vehicles must not be moved between 8:00am and 2:00pm.

Council considers that a vehicle integral to a stall is that in which the vehicle forms part of the stall but does not include vehicles that are merely used for storage of additional stall goods (whether these be of a heavy nature or not).

Vehicles shall not be parked or driven on or across any other non-paved areas of the park.

The non-paved areas approved may be subject to change and Council will notify the Market organiser of any restrictions by the Friday before the Market is due to be held.

The location of these areas may be changed with the written approval of Council without the requirement for a formal modification of this development application under s96 of

the Act.

Reason: To provide a location for parking of vehicles and ensure public safety and to maintain the integrity of the facility.

17. Light vehicles may park on the hard paved area using designated path shown in figure 1 (Rev 2) for set up or pack down from 6:30am to 8:00am and 2:00pm to 3:00pm on the day of the proposed special event.

Reason: To provide on-site parking for stallholders and ensure vehicles are not left on site after set up or pack down times.

18. Medium / Heavy vehicles shall only be permitted to park within Centennial Park for the purposes of displaying community activities. Approval is required for these vehicles, in advance, from Council's Facilities Management Department.

Reason: To maintain the integrity of the facility.

19. The applicant shall ensure adequate traffic management processes are in place at all times.

Vehicular access from Sharp St along the designated path shown is figure 1 (Rev 2), shall only be used from 6:30am to 8:00am on the morning of the proposed special event.

Vehicular access from Massie St along the designated path shown is figure 1 (Rev 2), shall only be used from 6:30am to 8:00am or 2:00pm to 3:00pm on the day of the proposed special event.

During the nominated time for the vehicular access adequate traffic control measure to be in place as per the Section 138 approval.

Reason: To ensure safety of stall holders and the public.

20. The applicant shall ensure pedestrian access paths, as identified on the site plan, remain free and clear at all time.

An Emergency Management Plan is to be developed and submitted to Council for review and approval.

Reason: To ensure safety of stall holder and general public during an emergency.

21. A water service is available for stall holders use, this tap is located adjacent to the Band shell at the front of the park only. This service is available for all stall holders to use and the applicant shall ensure that all stall holders have access to this water source. The applicant to ensure that stall holders do not use taps in other locations.

The applicant shall ensure that water use is minimised, and only used for essential requirements directly related to the stall holder on that day.

Reason: To ensure water supply is available to all stall holders during the event.

Information to be provided to Stall Holders

22. The applicant shall ensure that stall holders are made aware of the conditions of this consent by providing them access to the document either via hard or digital copy prior to their first market attendance.

Reason: To ensure all stall holders are aware of their obligations to meeting conditions.

Inclement Weather Provisions

23. The applicant to liaise with Council staff during times of inclement weather. Generally Council staff will assess all parks and fields in the area in accordance with Council policy and determine if they are 'open' and therefore can be used.

If the park is deemed to be 'closed' because of wet weather the applicant shall cancel or relocate the event to an alternative approved venue.

Reason: To ensure the ongoing integrity of the facility, and public safety using the facility.

Temporary Structures

24. The event organiser/co-ordinator is to ensure all temporary buildings and structures, vendors' stalls, tents, marquees, and the like are erected in accordance with the manufacturers' details/instructions and are secured to the ground and structurally sound at all times.

Reason: To ensure temporary structures do not constitute a safety hazard to the public, volunteers and stallholders using the site.

25. The maximum combined floor area of all temporary structures, being tents, booths and marquees, is limited to 1000m². Any individual tent, booth or marquee must meet the requirements of Clause 2.120 of *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.

Note- if additional temporary structures are required at any time during the period of this Consent, the applicant may request a Modification of the Consent.

Reason: To ensure minimal environmental impact from the event, based on the information provided in the application.

Design Related Conditions

26. The location of Zone 3 is to be adjusted so, where possible, it aligns with the active verge of Centennial Park.

Reason: To ensure development is in keeping with the Cooma CBD Structure Plan 2009.

Conditions to be met prior to commencement of work

27. All for-profit temporary food stalls and mobile food vans selling potentially hazardous food (i.e. requires temperature control), ready-to-eat and any unpackaged (i.e. **NOT** sold and served in the suppliers original packaging) must appoint a Food Safety Supervisor. A copy of the certificate must be kept at the stall.

Reason: To ensure compliance with Food Act 2003.

28. The applicant shall obtain a Section 138 (Roads Act 1993) consent from Council for the following works:

Working within a road reserve, including using road reserve as an access point.

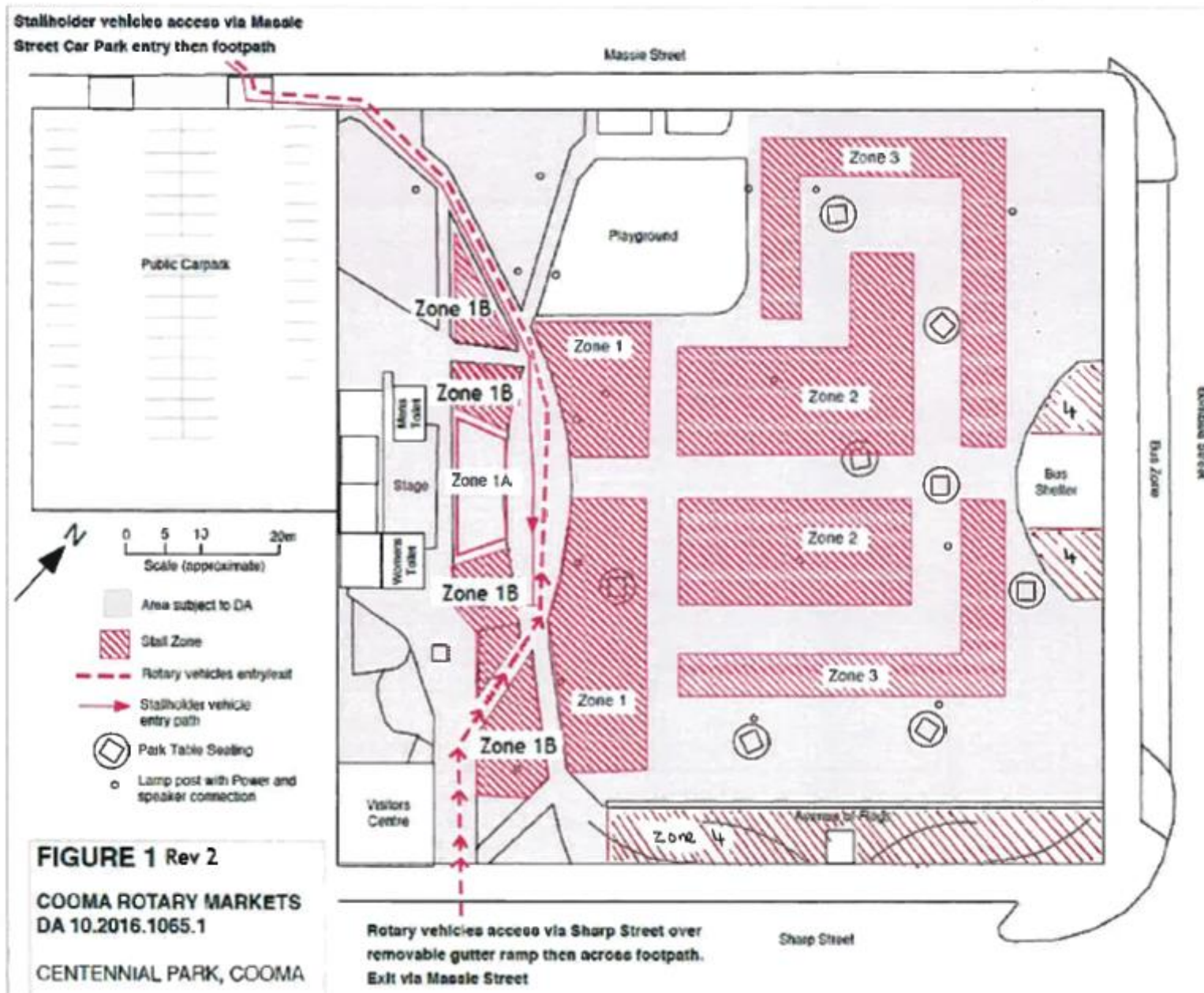
The applicant shall make application to Council for approval under Section 138 of the Roads Act 1993 using the Application for Works within a Road Reserve form. All works shall be in accordance with former Cooma-Monaro Shire Council Development Control Plan 2014, Specification for Engineering Works and Conditions of this Consent.

The Section 138 approval must be sought prior to commencement of the works.
All works shall be carried out in accordance with the Section 138 Approval.

Reason: In accordance with Roads Act 1993.

29. The application under Section 138 of the Roads Act is to include the following details:
- Design details of the proposed vehicular footpath crossing complying with Council
 - A Traffic Control Plan authorised by an accredited person
 - A plan for the safe management of pedestrians past the access points during the utilisation.

Reason: To ensure effective traffic management and pedestrian interface.



15.3 DA 10.2016.1065.1 ROTARY MARKETS

Record No:

| | |
|--------------------------|---|
| Responsible Officer: | Planning Manager |
| Author: | Urban and Rural Planner |
| Key Direction: | 6. Managing Development and Service Delivery to Retain the Things We Value |
| Delivery Plan Strategy: | DP6.7 Ensure that Council's policy, land use planning, development assessment enhance liveability. |
| Operational Plan Action: | OP6.13 Ensure development assessment is undertaken in accordance with adopted Local Environmental Plans, Development Control Plans, Council Policy and State and Federal legislation. |
| Attachments: | 1. Plans (<i>Under Separate Cover</i>) - Confidential 2. Proposed Determination |

Further Operational Plan Actions:

| | |
|-----------------------|--|
| Applicant Number: | |
| Applicant: | The Rotary Club of Cooma Inc |
| Owner: | Snowy Monaro Regional Council and Land & Property Management |
| DA Registered: | 10.2016.1065.1 |
| Property Description: | Centennial Park – 91 Sharp St COOMA |
| Property Number: | 15890 |
| Area: | Cooma |
| Zone: | RE1- Public Recreation |
| Current Use: | Public Recreation |
| Proposed Use: | Event- Market |
| Permitted in Zone: | <p>2 Permitted without consent Environmental protection works</p> <p>3 Permitted with consent Car parks; Community facilities; Environmental facilities; Heliports; Information and education facilities; Kiosks; Markets; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Roads</p> <p>4 Prohibited Any development not specified in item 2 or 3</p> |
| Recommendation: | Approval- Subject to conditions |

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with the information to make a determination of the proposed development under the *Environmental Planning and Assessment Act 1979 (the Act)*. The proposed development is for a monthly market event to be held in Centennial Park. This

application is being submitted to council as it is considered to be an application of community importance and some conditions proposed may require changes to the organising of the event which has been operating in excess of twenty years.

RECOMMENDATION

That Council adopt the attached draft consent as its determination of the development application subject to minor administrative changes (if necessary) prior to signature.

BACKGROUND

This development application is for the Rotary Club of Cooma's monthly markets held in Centennial Park; these markets have been in operation for over twenty years; however, this is the first formal application lodged for their running.

ASSESSMENT

The application has been assessed against the provisions of the following documents:

| | |
|--|--|
| State Environment Planning Policies (SEPPs) | Nil |
| Local Environmental Plan (LEP) (including draft LEPs) | Cooma Monaro Local Environment Plan 2013 |
| Development Control Plans | Cooma Monaro Development Control Plan 2014 |

SECTION 79C

| | |
|---------------------|--|
| Application: | 10.2016.1065.1 |
| Officer: | Quinn Maguire |
| Date: | 12/05/2017 |
| Land: | Centennial Park/91 Sharp Street COOMA 2630 Lot: 701 DP: 1023496 |
| Zone: | RE1 - Public Recreation |
| Proposal: | Markets (3rd Sunday of Month) |

1 Existing Site Features

| | |
|----------------------------------|--|
| Location | Centennial Park/91 Sharp Street COOMA 2630 - Lot: 701 DP: 1023496 |
| Site Inspection | 19/12/2017 |
| Size | 9948.186 |
| Topography | The site is relatively level, with little to no slope |
| Existing buildings | Band stand, bus shelter and playground equipment |
| Existing vegetation cover | Maintained lawn grasses, mature established trees and minimal shrubs |

| | |
|--|---|
| Access arrangements | No formal access locations, site has frontage to Sharp St, Massie St and Bombala St. Proposed access via Sharp st over paved section of park. |
| Existing/available utility services | Existing connections to power, Council water and Council sewage |
| Any easements and/or restrictions of note | Site is identified as being a heritage item |
| Crown ownership | Yes- Lot: 701 DP: 1023496 is Crown Owned Land |
| Other | Site for development is owned and maintained by Council |
| Surrounding development | Located within the Cooma CBD, predominantly business and community development surrounding |

2 Proposal

The proposed development is for the Cooma Rotary Markets, which are to take place on Lot: 701 DP: 1023496 (known as Centennial Park), a Council-managed recreation area. The markets are proposed to be held in Centennial Park on the 3rd Sunday of the Month 8:30am-1:30pm (including setup and pack down 6:30am-2:00pm).

3 Background/History

The site of the proposed market events is known as Centennial Park, this site is Crown reserve which is managed by Council as an area for public recreation. The Rotary Markets have occurred on this site in excess of two decades, this is the first formal development application that has been assessed for this use on the site.

4 Consideration of Threatened Species (S.5A)

Council is required under Section 79C to make an assessment of whether the proposed development will have a significant impact on any threatened species, populations, or ecological communities, or their habitats. Such threatened species in NSW may be protected under the NSW Threatened Species Conservation Act 1995 (TSC Act) or under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act). The assessment process under the EPBC Act can occur outside the NSW planning system and requires input from the Federal Department of Environment. Any EPBC Act requirements associated with this proposal are discussed later in this section.

Section 5A of the Act sets out what must be considered in determining whether a proposed development will have a significant impact. Section 5A requires the consideration of the following:

- any assessment guidelines applicable to the species, population, or ecological communities, or their habitats, and
- the application of the 'seven-part test' described in the Section.

The site is not predicted to contain terrestrial biodiversity. The site is a community park, a highly modified environment in an urban area, there are no predicted impacts on any threatened species, populations, or ecological communities, or their habitats due to the proposed development.

5 Compulsory Consultations and referrals to other bodies (S.79B, 79BA, 91)

Concurrence requirements

Nil

Bushfire consultation

Section 79BA requires an assessment to be made of the proposal against the requirements of the Rural Fire Service document 'Planning for Bushfire Protection 2006'. The Act allows this assessment to be made by the Council or the RFS. Assessments under Section 79BA against the PBP 2006 need to be made for most development on bushfire prone land which does not require an approval under the Rural Fires Act 1997 as integrated development.

The site is not identified as bushfire prone land.

Integrated development

Some types of development require approvals under multiple Acts before they can commence. Section 91 of the Act lists certain approvals under other Acts which may be obtained as part of the development application process. The development is not integrated development

6 Provision of any Environmental Planning Instruments (S79C(1)(a)(i))

No SEPPs apply to this proposal.

However, it should be noted that the construction or installation of a tent, marquee or booth used for a community event may often be considered 'exempt development' if the requirements of *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* (Codes SEPP) are met.

Currently under the Codes SEPP which stipulates - 2.120 (a) for all tents, marquees and booths being used at the same time – the development must not have a total floor area exceeding 300m² it would only be possible to accommodate one (1) marquee measuring 12 x 6 metres, four (4) food stalls measuring 4 x 6 metres and only eleven (11) market stalls measuring 3 x 4 metres.

As an objective of the Rotary Markets is to increase patronage over time, and the difficulty in determining the exact number of stall holders, visitors etc. each year, it is therefore proposed to stipulate the maximum number and dimensions of the temporary structures that may be erected during the event to fifteen (14) food stalls measuring 4 x 6 metres and fifty five (55) market stalls measuring 3 x 4 metres. If additional temporary structures are required in the future, the applicant may request a Modification of the Consent.

As Council will be permitting a floor area for stalls, tents and booths that is greater than the maximum 300m² floor area required to meet the exempt provisions of the Codes SEPP, clause 12 of the SEPP (Miscellaneous Consent Provisions) 2007 has been considered. This is shown below:

12 Matters for consideration

Before granting consent to the erection of a temporary structure, the consent authority must consider the following matters:

- (a) *whether the number of persons who may use the structure at any one time should be limited,*
- (b) *any adverse impact on persons in the vicinity of any noise likely to be caused by the proposed erection or use of the structure and any proposed measures for limiting the impact,*
- (c) *whether the hours during which the structure is used should be limited,*
- (d) *any parking or traffic impacts likely to be caused by the erection of the structure or its proposed use,*
- (e) *the principles for minimising crime risk set out in Part B of the Crime Prevention Guidelines,*
- (f) *whether the proposed location of the structure is satisfactory in terms of the following:*
 - (i) *the proposed distance of the structure from public roads and property boundaries,*

- (ii) *the location of underground or overhead utilities,*
- (iii) *vehicular and pedestrian access,*
- (g) *whether it is necessary to provide toilets and washbasins in association with the use of the structure,*
- (h) *whether the structure is proposed to be erected on land that comprises, or on which there is:*
 - (i) *an item of environmental heritage that is listed on the State Heritage Register, or that is subject to an interim heritage order, under the [Heritage Act 1977](#), or*
 - (ii) *a place, building, work, tree, relic or Aboriginal object that is described as an item of environmental heritage or as a heritage item in another environmental planning instrument, or*
 - (iii) *land identified as a heritage conservation area, an archaeological site or a place of Aboriginal heritage significance in another environmental planning instrument,*
- (i) *the duration for which the structure should be permitted to remain on the land concerned,*
- (j) *whether any conditions should be imposed on the granting of consent in relation to the dismantling or removal of the structure in view of any safety issues.*

The proposed structures will be permitted on a temporary basis and have limited hours, the park is considered to have adequate space for the structures to be positioned without significant impact to public roads and property boundaries, underground or overhead utilities, or vehicular and pedestrian access. In this way the structures are deemed to be compliant with the provisions of the SEPP.

Cooma Monaro Local Environmental Plan 2013

The proposed development site is zoned RE1 Public Recreation under the Cooma-Monaro Local Environmental Plan 2013 (LEP). The proposed Rotary Markets are deemed to meet the definition of a 'market' (under the CMLEP 2013) which is permitted with consent. The definition of a market is:

market means an open-air area, or an existing building, that is used for the purpose of selling, exposing or offering goods, merchandise or materials for sale by independent stall holders, and includes temporary structures and existing permanent structures used for that purpose on an intermittent or occasional basis.

In accordance with Clause 2.3 of the LEP before determining a development application the consent authority is to have regard to the objectives for development in a zone. The objectives of the RE1 zone read as follows:

Zone RE1 Public Recreation

1 Objectives of zone

- *To enable land to be used for public open space or recreational purposes.*
- *To provide a range of recreational settings and activities and compatible land uses.*
- *To protect and enhance the natural environment for recreational purposes.*

The proposed development is considered to be in character with the surrounding town development and consistent with the objectives of the RE1 Public Recreation zone. The proposed marked event is considered to be a recreational use and in this way the development is considered to be compliant with the provisions of the CMLEP 2013. However, access to the site via the use of vehicles such as cars, is not considered to comply with the objective "*to protect and enhance the natural environment for recreational purposes*", because of this and due to comments made by referring officers it will be conditioned that vehicles may enter the site and park on the paved areas but they shall not traverse or park on any grassed areas.

Also applicable to this application is **Clause 6.10 Essential Services** which states:

Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:

- (a) *the supply of water,*
- (b) *the supply of electricity,*
- (c) *the disposal and management of sewage,*
- (d) *stormwater drainage or on-site conservation,*
- (e) *suitable vehicular access.*

Water is currently available on site which utilises Council's reticulated water system, electricity is available onsite via existing connection and power points, public toilets are present on site (it will

be conditioned that if patronage is expected to exceed a certain amount that additional facilities be provided by applicant), stormwater drainage is not considered an issue for an monthly one-day event on a public recreation area. The existing vehicular access from Sharp St and Massie St is considered suitable (subject to conditions and traffic control plan) for organisers and stall holders to gain access to site. In this way the development is deemed compliant.

7 Provision of any proposed Environmental Planning Instruments (S.79C(1)(a)(ii))

The Department of Planning has directed in Circular PS 08-013 issued on 13 November 2008 that for the purposes of this subsection Council is only required to consider proposed environmental planning instruments which have been publicly exhibited within the last three years.

In accordance with the above direction, there are no other proposed environmental planning instruments applying to this site which are relevant to the proposed development.

8 Provision of any Development Control Plan (S.79C(1)(a)(iii))

Cooma-Monaro Development Control Plan 2014

Cooma-Monaro Development Control Plan 2014 (Amendment 1) (DCP) is applicable to Lot 701 DP 1023496 and outlines a number of general development standards that require consideration of all applications. Upon review it was determined that there are no provisions relating to 'markets' and none of the General Development Controls identified in Chapter 2 .

8.1 Variations to Development Standards

Nil

9 Provision of any Planning Agreement (S.79C(1)(a)(iia))

There are no planning agreements in place in relation to the proposed development.

10 Provision of the Regulations (S.79C(1)(a)(iv))

This subsection refers to clauses 92-94A of the Regulations. None of these clauses directly apply to the proposal.

11 Impacts of the Development – Environmental, Social & Economic (S.79C(1)(b))

| | |
|----------------------------|---|
| Context and setting | Centennial Park is a Council managed and maintained asset, used for public recreation located within the town's central business district. The context and setting is deemed suitable for a market development. |
|----------------------------|---|

| | |
|--|--|
| <p>Access, transport and traffic</p> | <p>There is direct access to the site via paved pathways along the boundaries of Sharp St, Bombala St and Massie St- this is considered suitable for pedestrians</p> <p>The issue of vehicles traversing the site has been assessed by Council officers including the Deputy Director for Service Delivery and the Recreation & Property Manager. The site has no formal driveways or means of access for vehicles, the existing pathways are considered to be for pedestrian use only and in normal use of the park no vehicle access is allowed (unless expressly permitted by council). It has been noted that in documentation provided by the applicant that <i>"limiting or banning vehicle access from the park will be severely detrimental to the ongoing viability of the markets"</i>; however, as there are currently very minimal restrictions set by council for this particular event it is considered to be reasonable that due to the potential impacts of vehicles to the site that conditions are to included as part of consent.</p> |
| <p>Public domain</p> | <p>The proposed markets are to be conducted on the Crown Reserve (Centennial Park) and are not envisaged to have a negative impact on pedestrian movements or access to public open space. Any potential impacts are foreseen to be mitigated by the updated site plan provided by the applicant which includes clear areas on site which provide access to the existing public amenities from Massie St, Sharp St and Bombala St (including the bus stop).</p> |
| <p>Impacts on supply of utilities</p> | <p>Water, sewer and electricity are available to the site. No impact on the supply of utilities is envisaged.</p> |
| <p>Heritage</p> | <p>Centennial Park is noted as being a heritage listed item (#1117); because of this the development was referred to council's heritage officer. Due to the nature of the item it is considered that the use of the site for markets will not have a negative impact on its heritage value, instead it is deemed to be a continuation of the site's use for public recreation purposes.</p> <p><i>"The operation of Markets in Centennial Park is appropriate from a heritage perspective. The only concern, and one that has been identified by others, is the risk of compaction and damage to grass. Ideally, vehicles would be limited to only those with a genuine need to access the park, and those vehicles should remain on the hardstand paved area. Furthermore, the need for vehicle use should not be used to pressure Council to enlarge the area of paving that presently exists."</i> - Council's Heritage Officer</p> |
| <p>Soils</p> | <p>Referring Council officers have expressed concerns over potential impacts of the development on soils due to compaction from vehicular access. Currently vehicles are able to access the park for setup and pack down purposes on a discretionary basis, however, Council's Deputy Director for Service Delivery and Recreation & Property Manager have provided referrals which advise that this practice should no longer continue. In particular Council's Recreation & Property Manager has expressed that allowing vehicular access on grassed areas of the park has increased maintenance costs and wear and tear on the park which is considered to be above and beyond the amount expected during regular use. The park is considered to be one of Council's most prominent assets and it is considered that if the markets are expected to grow in stall holder number and attendance that in the future that these potential issues will only increase in severity.</p> |

| | |
|---|--|
| <i>Air quality, pollution and microclimate impacts (eg odour)</i> | Due to the nature of the development, no impacts are envisaged. |
| <i>Flora and fauna</i> | Potential impacts on flora (predominantly maintained lawn grasses) if driving/parking is permitted on the grassed area of the park, |
| <i>Waste facilities and controls</i> | Public facilities are currently utilised, it will be conditioned that in certain circumstances extra facilities are to be provided by or at a cost to the organisers. |
| <i>Energy efficiency and greenhouse gas emissions</i> | Due to the nature of the development, no significant impacts are envisaged. |
| <i>Noise and vibration</i> | Due to the nature of the development, no significant impacts are envisaged. |
| <i>Technological hazards and other risks to people, property and the environment</i> | Due to the nature of the development, no impacts are envisaged. |
| <i>Safety, security and crime prevention</i> | Any approval is to stipulate the event organisers are responsible for making satisfactory security arrangements to ensure crowd control and inform the local police of the event prior to occurrence. |
| <i>Social impact in locality</i> | The proposed markets offer an opportunity for the surrounding local residents to socialise, increase patronage to the town and advertise the local area to the broader community. |
| <i>Economic impact in locality</i> | <p>It is considered that some local businesses may lose sales to the stall holders on the day of the event, but sales may also increase due to the people visiting the town due to the markets. There is potential for increased economy for the town as a whole via the funds raised by the Association.</p> <p>It is noted that while council may consider economic impacts as part of the assessment, it is not Council's role, nor is it within the scope of their power in assessing development applications to prevent competition within the market.</p> |

| | |
|---|--|
| <p>Site and internal design issues</p> |  <p>LEGEND</p> <ul style="list-style-type: none"> Active park frontages The 'Cooma Walk' Active hard paved park frontage for general use <p>No significant site issues foreseen; however, it is noted that the 'Cooma CBD Structure Plan' states that the "active verge to be used for markets" it will be included in conditions that "zone 3" as identified in site map provided by</p> |
| <p>Cumulative impacts</p> | <p>The proposed markets do have some potential negative cumulative impacts due to prolonged vehicular access to the park, these are outlined above. There are</p> |
| <p>Impact on pedestrian movements and safety</p> | <p>This application is for the markets to be conducted on the Michelago Showground only. No impacts to pedestrian movements or safety are envisaged across the subject site. The erection of temporary structures, fencing and amusement rides is not envisaged to impact on adjoining sites.</p> |
| <p>Impacts on aboriginal heritage</p> | <p>An Aboriginal Heritage Information Management System (AHIMS) Basic Search found no records of Aboriginal sites or places in or near the subject site.</p> |

12 Suitability of the Site (S.79C(1)(c))

| | |
|---|--|
| <p>Natural Hazards</p> | <p>Land slip, flooding and subsidence are not envisaged. The site is not bushfire prone land.</p> |
| <p>Potential contamination</p> | <p>Nil</p> |
| <p>Availability of utility services</p> | <p>Existing water and electricity services are available. Portable generators are also proposed.</p> |
| <p>Potential land use conflicts with surrounding development</p> | <p>It is proposed to conduct the Rotary Markets from 8.30 am till 1.30 pm, with set-up commencing from 6.30 am and clean-up concluded by 2.00 pm, on the third Sunday of the month.</p> <p>Due to the distance from surrounding residential development, its positioning within the Cooma CBD, and given the event is for one day per month only, no potential land use conflicts are envisaged.</p> |
| <p>Effluent disposal</p> | <p>Existing public toilets on site, conditions will include a provision for additional toilets based on expected market attendance.</p> |

| | |
|---|--|
| Topography | The site is level with little to no slope. |
| Suitability of the access arrangements | Site has strong pedestrian access links for stall holders, volunteers and attendees. Vehicular access to be allowed (subject to traffic control plan) on paved areas. |

13 Public Submissions (S.79C(1)(d))

The proposed development was placed on public exhibition and adjoining landowners were notified in accordance with the provisions of Chapter 8 of the Cooma-Monaro Development Control Plan 2014. The public exhibition period was 27 days and the period for receiving submissions closed on 09/01/2017.

No submissions were received.

14 Public Interest (S.79C(1)(e))

| | |
|---|--|
| Impact on public infrastructure | There is considered to be sufficient public parking for stall holders, volunteers and attendees. Given that the Rotary Markets are proposed to run from 8.30 am till 1.30 pm it is assumed vehicles will be staggered throughout the day, and any impact on public parking will be short-term and minimal. It has been suggested to market organisers that stallholders should be advised to not park vehicles in spots immediately adjacent to park during the market open hours, in order to free up spaces for potential attendees. Council's Property and Recreation manager has expressed concerns regarding the irrigation infrastructure in the park, it is considered that if there are no vehicles (with the exception of those allowed by Council) allowed on the grassed areas that any potential impacts have been mitigated to the fullest extent. |
| Disabled Access | Disabled parking available in public car parks, located within close proximity to proposed development. |
| Federal or State government policies | Consideration has been given to the NSW Premier's Department <i>Event starter guide – A resource for organising events in New South Wales</i> September 2005, and Premier & Cabinet – Division of Local Government <i>Developing a Council Community Events Policy – A toolkit for NSW councils</i> December 2011 |
| Planning studies, strategies or guidelines | Cooma CBD Structure Plan (2009) |
| Management Plans | Cooma-Monaro Shire Council (Recreation and Property) Asset Management Plan 2012 |
| Restrictions on the title and/or easements upon the land | Nil |
| Credible research findings applicable to the proposal | Nil |

15 Other Matters

| | |
|--|---|
| Developer Contributions | Nil |
| Property Vegetation Plan (PVP) | N/A |
| Crown Land | Centennial Park is crown land managed by Council for recreation. |
| Approvals under other Acts | <i>Liquor Act 2007 (potentially), Food Act 2003</i> |
| Explanation of certain conditions to be imposed | <p>Vehicular Access to and on Centennial Park</p> <p><i>"No vehicles are permitted on grassed area of the park."</i></p> <p><i>"Light vehicles may park on the hard paved area using designated path shown in figure 1 (Rev 2) for set up or pack down from 6:30am to 8:00am and 2:00pm to 3:00pm on the day of the proposed special event."</i></p> <p><i>"Light vehicles integral to the stall will be permitted to park in Zone 1B only."</i></p> <p>These conditions are to address the concerns of Council's officers in relation to undue wear and tear on the park (including damage to infrastructure and maintenance costs). These conditions are deemed to both allow parking on the site per the applicant's request while also protecting a Council asset. These conditions have been evaluated as part of this assessment and it has been concluded that Zone 1 and a significant portion of Zone 3 (subject to design changes- see 'Site and Internal Design Issues' above) should be located within 4m of a parking area and is not expected to cause undue stress on stall holders if sites are allocated with consideration given to those who may need to be located closer to a parking facility. In this way it is considered that while there may be changes to be made to the current way the markets are managed the conditions proposed will not prevent operation of the markets as a whole.</p> <p>Two year consent</p> <p><i>"Consent will operate for a period of two years from the determination date."</i></p> <p>To ensure that consent remains relevant and that the associated conditions are updated regularly. At the end of this time period the applicant may request a modification to extend the consent.</p> |
| Enforcement of conditions | <p>Standard enforcement measures.</p> <p>In the case of a breach the applicant/s are to be held responsible as they are identified as organisers of the proposed event and therefore have accepted duty of care for its undertaking.</p> |
| Internal Referrals | The proposed development was referred to the following |

internal Council officers. Their comments have also been summarised below:

| Officer | Issues raised | Addressed by |
|-------------------------------|----------------------------|--------------|
| Health and Building Surveyor | No significant issues | Conditions |
| Roads and Stormwater Engineer | Cumulative Impacts on Park | Conditions |
| Water and Wastewater Engineer | No significant issues | Conditions |
| Property Manager | Cumulative Impacts on Park | Conditions |

16 Conclusion

The proposed development is for a monthly market event held in Centennial Park, in this regard the proposed development is permissible with consent. The proposed development complies with the other relevant provisions of the CMLEP 2013 and the DCP 2014. Some issues of potential significance for the market have been raised by referring Council officers. These have been considered in detail in the above report and it is considered that conditions of consent can address these concerns. No objections were raised by the general public following the exhibition period. As such, this assessment recommends approval for 10.2016.1065.1 subject to recommended conditions.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The proposed development is expected to have a positive social impact within the locality of the development. The proposed markets offer an opportunity for the surrounding local residents to socialise, increase patronage to the town and advertise the local area to the broader community.

2. Environmental

The proposed development will result in minimal environmental impact within the locality of the development, with measures in place to manage any such impacts appropriately.

3. Economic

The proposed development is expected to have a positive economic impact within the locality of the development.

4. Civic Leadership

In determining this DA Council is demonstrating effective governance by ensuring public input into the assessment and determination process, and ensuring that applications are determined in an efficient and consistent manner.

16.1 REMUNERATION AUDIT, RISK AND IMPROVEMENT COMMITTEE 2017/2018

Record No:

| | |
|-----------------------------------|--|
| Responsible Officer: | General Manager |
| Author: | Auditor |
| Key Direction: | 7. Providing Effective Civic Leadership and Citizen Participation |
| Delivery Plan Strategy: | DP7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interest. |
| Operational Plan Action: | OP7.7 Ensure that governance structures are open, transparent and fully accountable and that these are supported by relevant instruments. |
| Attachments: | Nil |
| Cost Centre | |
| Project | 100042 |
| Further Operational Plan Actions: | |

EXECUTIVE SUMMARY

To consider an increase in remuneration to the members of the Audit, Risk and Improvement Committee.

The following officer's recommendation is submitted for Council's consideration.

OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the report regarding remuneration to the Audit, Risk and Improvement Committee.
 - B. Adopt the recommended remuneration for Audit, Risk and Improvement Committee External Members as:
 - (a) Chair: \$7,500.00 per annum (ex GST) - all inclusive includes travel, accommodation and any sustenance, attendance to at least 75% of all scheduled Audit, Risk and Improvement Committee meetings; development of Audit, Risk and Improvement Committee annual report; attendance to at least one Council meeting to present to Councillors, meetings with Internal Auditor and Senior Staff and to maintain currency of information to support the internal audit function. Any requests from Council for the Chair to attend for example Local Government Internal Audit Forum or the Audit Office Chairs meeting or any other meeting shall be remunerated separately as determined by the General Manager / Internal Auditor on a case by case basis.
 - (b) External Members: \$1,000.00 per scheduled Audit, Risk and Improvement Committee meeting attended (ex GST) - all inclusive includes travel, accommodation and any sustenance; responses to Chair or Internal Audit as an out of session request and to maintain currency of information to support the internal audit function. Any requests from Council for an External member to attend for example Local Government Internal
-

Audit Forum shall be remunerated separately as determined by General Manager / Internal Auditor on a case by case basis.

- (c) That a letter is sent to each of the current external members of the Audit, Risk and Improvement Committee advising them of the increase in the remuneration and to clarify the expectations that Council has for the External member role.

BACKGROUND

Since July 2016 Council has had in place an Audit, Risk and Improvement Committee (Committee). Remuneration to the independent external Committee members was initially based on a remuneration survey of NSW Councils undertaken in 2015 by the Local Government Internal Audit Network (LGIAN). This 2015 survey indicated that on average most respondent councils remunerated their members approximately \$500 per meeting. A small percentage increase was made on an annual basis.

Since that time the *Local Government Amendment (Governance and Planning) Bill 2016* was Assented to on 30 August 2016. This Bill outlines changes to the *Local Government Act 1993* with respect to (among other things) the governance and planning functions and auditing of councils including the requirement to appoint an Audit Risk and Improvement Committee (ARIC). This expands the role and responsibilities of the ARIC as below.

428A Audit, Risk and Improvement Committee

- (1) A council must appoint an Audit, Risk and Improvement Committee*
- (2) The Committee must keep under review the following aspects of the council's operations:*
 - (a) Compliance,*
 - (b) Risk management,*
 - (c) Fraud control,*
 - (d) Financial management,*
 - (e) Governance,*
 - (f) Implementation of the strategic plan, delivery program and strategies,*
 - (g) Service reviews*
 - (h) Collection of performance measurement data by the council*
 - (i) Any other matters prescribed by the regulations*
- (3) The committee is also to provide information to the council for the purpose of improving the council's performance of its functions*

428B Joint internal audit arrangements

A council may enter into arrangements with another council, or a body prescribed by the regulations for the purposes of this section, to jointly appoint an Audit, Risk and Improvement Committee to exercise functions for more than one council or body.

The time has come for a review of remuneration to Council's ARIC external members. To ensure that Council is competitive in the marketplace, a survey to determine the current remuneration

being offered and to determine where SMRC sits in relation to other councils was undertaken with members of the NSW Local Government Internal Audit Network (LGIAN).

Responses indicated that there is a recognition that, given the increasing workload of the external members and in particular the Chair, remuneration is increasing to reflect this additional workload and to attract quality and high calibre of experienced members required for the future of ARIC's. There were twenty-three respondents to the survey.

Some of the Councils who responded to the survey indicated that they have considered the NSW Treasury and NSW Department of Finance, Services and Innovation Prequalification scheme: Audit and Risk Committee Independent Chairs and Members (July 2016). An extract of the rates remunerated follows.

Table 1

| Agency Size | Indication | Chairperson fee (ex GST) | Member fee (ex GST) |
|-------------|--|--------------------------|---|
| Large | Organisations with expenditure greater than \$400M | \$20,920 per annum | \$2,092 per meeting day including preparation times |
| Medium | Organisations with expenditure less than \$400M but greater than \$50M | \$16,213 per annum | \$1,621 per meeting day including preparation time |
| Small | Organisations with expenditure less than \$50M | \$12,552 per annum | \$1,255 per meeting day including preparation time |

The collected survey data is at Table 2. Remuneration for SMRC ARIC is highlighted at number 16 below. As can be seen SMRC is in the bottom third of the reporting Councils. For the top tier (1-7) Council's the remuneration includes the scheduled meetings plus other detailed work including preparation of annual report; presentation to Councils; meetings with Senior Staff; attendance at unscheduled meeting for example the Audit Office or IIA Forums.

Currently SMRC does not provide any additional remuneration for the work conducted outside of the Committee meeting for either the Chair or its members. It is the Chair who carries the greater load for the work of the Committee, with member's contributions generally being as review of business papers prior to any Committee meeting, responses to out of session requests from Chair or Internal Auditor and attendance and their considered input and expert advice to the Committee meeting.

Currently the remuneration for attendance at each meeting for SMRC ARIC external members is

- Chair from \$563.75 (GST Incl)
- Member from \$451.00 (GST Incl)

A vehicle allowance for travel is applied and this allowance is additional to the meeting remuneration, and is as follows:

- Vehicles under 2.5 litres 0.68 p/km
- Vehicles over 2.5 litre 0.78 p/km

Table 2

| Council | Agency Size | Period | Chair (GST Excl) | Per Mtg | Member (GST Excl) | Per Mtg | No. ARIC Meetings |
|---------|-------------|---------|------------------|----------|-------------------|----------|-------------------|
| 1 | Large | Annual | 24,058.00 | 4,811.60 | 20,920.00 | 4,184.00 | 5 |
| 2 | Large | Annual | 20,000.00 | 4,000.00 | 18,500.00 | 3,700.00 | 5 |
| 3 | Medium | Annual | 15,000.00 | 3,000.00 | 9,600.00 | 1,920.00 | 5 |
| 4 | Large | Annual | 14,400.00 | 3,600.00 | 9,600.00 | 2,400.00 | 4 |
| 5 | Large | Annual | 10,000.00 | 2,000.00 | 8,250.00 | 1,650.00 | 5 |
| 6 | Medium | Annual | 10,000.00 | 2,500.00 | 10,000.00 | 2,500.00 | 4 |
| 7 | No response | Annual | 10,000.00 | 2,000.00 | 6,000.00 | 1,200.00 | 5 |
| 8 | Medium | Annual | 7,500.00 | 1,875.00 | 6,000.00 | 1,500.00 | 4 |
| 9 | No response | Annual | 5,000.00 | 1,000.00 | 5,000.00 | 1,000.00 | 5 |
| 10 | No response | Annual | 4,800.00 | 1,200.00 | 4,000.00 | 1,000.00 | 4 |
| 11 | Medium | Annual | 4,800.00 | 1,200.00 | 4,000.00 | 1,000.00 | 4 |
| 12 | Medium | Annual | 4,800.00 | 1,200.00 | 4,000.00 | 1,000.00 | 4 |
| 13 | No response | Annual | 4,500.00 | 1,125.00 | 3,600.00 | 900.00 | 4 |
| 14 | No response | Annual | 3,200.00 | 800.00 | 2,400.00 | 600.00 | 4 |
| 15 | Medium | Annual | 3,000.00 | 750.00 | 3,000.00 | 750.00 | 4 |
| 16 | Medium | Annual | 2,626.00 | 525.20 | 2,100.00 | 420.00 | 5 |
| 17 | Medium | Annual | 2,626.00 | 525.20 | 2,100.00 | 420.00 | 5 |
| 18 | Medium | Annual | 2,600.00 | 520.00 | 2,000.00 | 400.00 | 4 |
| 19 | No response | Annual | 2,500.00 | 500.00 | 1,600.00 | 320.00 | 4 |
| 20 | Small | Annual | 800.00 | 400.00 | 0.00 | 0.00 | 2 |
| 21 | Medium | Meeting | 0.00 | 0.00 | 0.00 | 0.00 | |
| 22 | Medium | Annual | 0.00 | 0.00 | 0.00 | 0.00 | No response |
| 23 | Medium | Annual | 0.00 | 0.00 | 0.00 | 0.00 | 4 |

The Audit, Risk and Improvement Committee Charter notes that Committee members will meet at least quarterly at least 4 times per year. This meeting does not include the review of Financial Statements. Additional meetings may be scheduled as required.

Council is in the process of recruiting two external members to the Audit, Risk and Improvement Committee. It is anticipated that an increase in remuneration will attract the high calibre of applicants to supplement and enhance the skill set of the current members.

Given that SMRC is a new council and is continuing to develop its governance structures to become aligned with better practice it is suggested that Council consider increasing the remuneration for its Audit, Risk and Improvement Committee external independent members.

External Committee members should be remunerated at a level that reflects the time it takes to effectively meet their responsibilities. Allowance should also be made for the particular skills and

expertise the member will bring to the Committee, and the time required for meeting preparation, attendance at meetings and interaction with management outside the Committee meetings.

The suggested increase is a per annum figure as:

- Chair: \$7,500.00 per annum (ex GST) - all inclusive includes travel, accommodation and any sustenance, attendance to at least 75% of all scheduled Audit, Risk and Improvement Committee meetings; development of Audit, Risk and Improvement Committee annual report; attendance to at least one Council meeting to present to Councillors, meetings with Internal Auditor and Senior Staff. The Chair is expected to maintain currency of information to support the Internal Audit Function. Any requests from Council for the Chair to attend for example Local Government Internal Audit Forum or the Audit Office Chairs meeting or any other meeting shall be remunerated separately as determined by the General Manager / Internal Auditor on a case by case basis.
- External Members: \$1,000.00 per scheduled Audit, Risk and Improvement Committee meeting attended (ex GST) - all inclusive includes travel, accommodation and any sustenance; responses to Chair or Internal Audit as an out of session request. The External member is expected to maintain currency of information to support the Internal Audit Function. Any requests from Council for an External member to attend for example Local Government Internal Audit Forum shall be remunerated separately as determined by General Manager / Internal Auditor on a case by case basis.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

Advantages to the community from having in place an Audit, Risk and Improvement Committee made up of member whose professional skills and expertise result in independent oversight of controls and operations, giving assurance to the Community that Council is systematically addressing risk and ensuring accountability of management to ensure compliance and adoption of best practice.

2. Environmental

It is not expected that there will be any impact on the environment through the actions of the Committee.

3. Economic

Costs for the operations of the Committee are met in the budget as set.

4. Civic Leadership

An effective Audit, Risk and Improvement Committee has the potential to strengthen the control environment (of which it is part) and assist the General Manager and Council to fulfil their stewardship, leadership and control responsibilities. The Audit, Risk and Improvement Committee has its own Charter which is resolved by Council. The Chart outlines the authority, role and responsibility of the Committee.
