Council and Committees

Membership and Terms of Reference

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PREAMBLE

Section 41 of the Local Government Act 1999 empowers a Council to establish committees to:

- assist the Council in the performance of its functions;
- enquire into and report to the Council on matters within the ambit of the Council's responsibilities;
- provide advice to the Council; and
- exercise, perform or discharge delegated powers, functions or duties.

Councils must at a minimum formally appoint an Audit and Risk Committee, with the specific functions and responsibilities pursuant to Section 126 of the Local Government Act 1999.

Section 83 of the Planning Development and Infrastructure Act 2016 requires each Council to establish a Council Assessment Panel and determine membership and operating arrangements.

The membership of such Committees and their terms of reference are determined by the Council.

A Council may also establish other working groups to assist in the performance of its functions.

Chapter 6 of the Act and the Local Government (Procedures at Meetings) Regulations 2013 prescribe the way meetings of a Council and its Committees are to be conducted.

This document details the formal establishment, membership and terms of reference of the Council, its standing Committees and other working groups established by the Council of the City of Charles Sturt and is a record of the Council resolutions associated with these details.

Section 41 Committees have no authority to act independently of Council. All decisions of a Committee will, therefore, constitute recommendations to the Council.

The establishment of a Committee does not derogate from the power of the Council to act in any matter.

In addition to the legislative requirement for Council to have an Audit and Risk Committee and a Council Assessment Panel, Council endorsed the establishment of three Section 41 Committees at their meeting on 25 November 2024 (refer CL 25/11/24, Item 6.107). The Committees are:

- Strategic and Engagement Committee
- Operations Committee and
- Corporate Services Committee

This document sets out the Terms of Reference and Membership for Council and Committees.

COMMITTEE STRUCTURE

COUNCIL

Membership
Mayor
16 Council Members

Meets
Twice Monthly
2nd and 4th Monday
(only one meeting in January and December)

Functions
Mayor and Member Reports
CEO Reports
Deputations
Petitions
Statutory Business
Committee Reports and Recommendations

STRATEGIC AND ENGAGEMENT COMMITTEE

Meets 3rd Monday Monthly (except January and December)

Membership
Mayor (Ex Officio)
Up to 8 Ward Representatives
(Chair and Deputy Chair appointed by Council from Committee Membership)

Functions
Strategic Development
Environmental Sustainability
Planning Policy
Community Engagement and Consultation

OPERATIONS COMMITTEE

Meets 3rd Monday Monthly (except January and December)

Membership
Mayor (Ex Officio)
Up to 8 Ward Representatives
(Chair and Deputy Chair appointed by Council from Committee Membership)

Functions
Project Delivery and Variations
Operational Matters e.g. tree matters, road closures, city utilities, waste management

CORPORATE SERVICES COMMITTEE

Meets 1st Monday Monthly (except January and December)

Membership
Mayor (Ex Officio)
Up to 8 Ward Representatives
(Chair and Deputy Chair appointed by council from committee Membership)

Functions
Financial Issues
Annual Budget
Budget Review
Review of Councils Policies and Delegations

AUDIT AND RISK COMMITTEE

Meets 4th Wednesday Quarterly (except January and December)

Membership
2 Council Members
3 Independent Members
(Chair and Deputy Chair appointed by Council from Committee Membership)

Functions
Review annual financial statements, strategic management and annual plans
Risk Management and Internal Control
Internal and Statutory Audit
Review of prudential reports

COUNCIL ASSESSMENT PANEL

Meets 3rd Wednesday Monthly

Membership
Presiding Member
3 Additional Independent Members
1 Council Member
1 Council Deputy Member

Functions
Assessment of Development Applications
Provide advice on Policy

1. MEMBERSHIP

1.1 COUNCIL

All Members of Council (Principal Member – Mayor Evans)

1.2 COMMITTEES

(a) Strategic and Engagement Committee Her Worship the Mayor (ex officio)
Presiding Member – Councillor Nicole Mazeika
Deputy Presiding Member – Councillor Quin Tran
Councillors (5 Members)

- Councillor Rachele Tullio
- Councillor Peter Ppiros
- Councillor Katriona Kinsella
- Councillor Nicholas Le Lacheur
- Councillor Merlindie Fardone

(b) Operations Committee
Her Worship the Mayor (ex officio)
Presiding Member – Councillor Senthil Chidambaranathan
Deputy Presiding Member – Councillor Alice Campbell
Councillors (3 Members)

- Councillor Edgar Agius
- Councillor Tom Scheffler
- Councillor Stuart Ghent

(c) Corporate Services Committee
Her Worship the Mayor (ex officio)
Presiding Member – Councillor Michael McEwen
Deputy Presiding Member – Councillor Alice Campbell
Councillors (2 Members)

- Councillor Nicholas Le Lacheur
- Councillor Peter Ppiros

(d) Audit and Risk Committee

Presiding Member – Councillor Le Lacheur
Deputy Presiding Member – Councillor Chidambaranathan
3 Independent Members

- Sam Spadavecchia
- Peter Brass
- Tracie Dawber

1.3 PANEL (PLANNING DEVELOPMENT AND INFRASTRUCTURE ACT)

(a) Council Assessment Panel

Presiding Member – Ms Stephanie Johnston
Additional Members

- Mr Julian Rutt
- Mr Henry Inat
- Mr Stephen Smith
- Councillor Ppiros
- Deputy Member – Councillor Agius

2. TERMS OF REFERENCE

2.1 COUNCIL

Comprising: All Members of Council

Presiding Member: Her Worship the Mayor

Deputy Mayor: Councillor Alice Campbell

Attended by: Chief Executive Officer and Leadership Team (as required)

Coordinator: Manager Governance and Risk

Meeting Times: 2nd and 4th Monday of each month, (except January and December – in January 4th Monday only, in December 2nd Monday only). Commencing at 7.00 pm.
[NOTE: If Monday is a public holiday, Council meets on the following Tuesday]

Definitions

"Council" is the body corporate consisting of elected members as constituted under the Local Government Act 1999.

Principal Role

Council is established to provide for the government and management of its area at the local level and, in particular:

(a) to act as a representative, informed and responsible decision-maker in the interests of its community;

(b) to provide and co-ordinate various public services and facilities and to develop its community and resources in a socially just and ecologically sustainable manner;

(c) to encourage and develop initiatives within its community for improving the quality of life of the community;

(d) to represent the interests of its community to the wider community; and

(e) to exercise, perform and discharge the powers, functions and duties of local government under this and other Acts in relation to the area for which it is constituted. [s.6, LG Act 1999]

2. TERMS OF REFERENCE Continued

2.1 COUNCIL

Functions

The functions of Council include:

(a) to plan at the local and regional level for the development and future requirements of its area;

(b) to provide services and facilities that benefit its area, its ratepayers and residents, and visitors to its area (including general public services or facilities (including electricity, gas and water services, and waste collection, control or disposal services or facilities), health, welfare or community services or facilities, and cultural or recreational services or facilities)

(c) to provide for the welfare, well-being and interests of individuals and groups within its community;

(d) to take measures to protect its area from natural and other hazards and to mitigate the effects of such hazards;

(e) to manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner and to improve amenity;

(f) to provide infrastructure for its community and for development within its area (including infrastructure that helps to protect any part of the local or broader community from any hazard or other event, or that assists in the management of any area);

(g) to promote its area and to provide an attractive climate and locations for the development of business, commerce, industry and tourism;

(h) to establish or support organisations or programs that benefit people in its area or local government generally;

(i) to manage and, if appropriate, develop, public areas vested in, or occupied by the Council; to manage, improve and develop resources available to the Council; and

(j) to undertake other functions and activities conferred by or under an Act. [s.6, LG Act 1999]

2. TERMS OF REFERENCE Continued

2.1 COUNCIL

Objectives

In the performance of its roles and functions, Council will –

(a) provide open, responsible and accountable government;

(b) be responsive to the needs, interests and aspirations of individuals and groups within its community;

(c) participate with other Councils, and with State and national Governments, in setting public policy and achieving regional, State and national objectives;

(d) give due weight, in all its plans, policies and activities, to regional, State and national objectives and strategies concerning the economic, social, physical and environmental development and management of the community;

(e) seek to co-ordinate with State and national government in the planning and delivery of services in which those governments have an interest;

(f) seek to facilitate sustainable development and the protection of the environment and to ensure a proper balance within its community between economic, social, environmental and cultural considerations;

(g) manage its operations and affairs in a manner that emphasises the importance of service to the community;

(h) seek to ensure that Council resources are used fairly, effectively and efficiently; and

(i) seek to provide services, facilities and programs that are adequate and appropriate and seek to ensure equitable access to its services, facilities and programs.

[s.8, LG Act 1999]

2. TERMS OF REFERENCE

2.2 COMMITTEES

(a) STRATEGIC AND ENGAGEMENT COMMITTEE

Comprising:	Her Worship the Mayor (ex officio) Presiding Member – appointed by Council Deputy Presiding Member – appointed by Council Up to 6 other Members of Council
Presiding Member:	Councillor Nicole Mazeika
Deputy Presiding Member:	Councillor Quin Tran
Attended by:	Chief Executive Officer and Leadership Team (as required)
Coordinator:	General Manager City Futures and General Manager Engaged Community
Meeting Times:	3rd Monday of each month at 6.00pm, except January and December. [NOTE: This Committee meets concurrently with the Operations Committee. If Monday is a public holiday the Committee meets on the following Tuesday.] If after considering advice from the CEO or delegate, the start time of the meeting can be amended with the consent of the Presiding Member if there is a requirement to accommodate a Council Member workshop or briefing.
Meeting Cancellation:	If after considering advice from the CEO or delegate, the Presiding Member of a Council Committee is authorised to cancel the respective committee meeting if it is clear that there is no business to transact for that designated meeting. Members are to be advised at least 3 clear days before the scheduled meeting. Advice of the same will also be posted on Council's website.
Meeting Procedures:	Part 2 of Local Government (Procedures at Meetings) Regulations2013 and the City of Charles Sturt Code of Practice for Meeting Procedures apply to this Committee.
Reporting:	The Strategic and Engagement Committee is responsible to and reports directly to Council. This is by way of report and recommendations documented as minutes of the Committee meeting.

Function Summary

The core function of the Strategic and Engagement Committee is to make recommendations to Council on the strategy for development of our City (both social and physical infrastructure), environmental sustainability, planning policy, community consultation engagement and customer experience to meet both current and future aspirations for the City of Charles Sturt Community.

2. **TERMS OF REFERENCE** Continued

2.2 COMMITTEES

(a) STRATEGIC AND ENGAGEMENT COMMITTEE

Functions

1. To provide advice to the Council in relation to the extent to which the Council's strategic planning and development policies accord with the Planning Strategy; and

2. To assist the Council in undertaking strategic planning and monitoring directed at achieving:

   i orderly and efficient development within the area of the Council; and

   ii high levels of integration of transport and land-use planning; and

   iii relevant targets set out in the Planning Strategy within the area of the Council; and

   iv other outcomes of a prescribed kind (if any).

3. To provide advice to the Council (or to act as its delegate) in relation to strategic planning and development policy issues when Council is preparing:

   i a Strategic Directions Report; or

   ii a Development Plan Amendment proposal

4. To guide the development of an asset management policy framework for the City and make recommendations for consideration in forward financial estimates.

5. To review and, if necessary, guide the development of a city-wide economic development strategy and a local heritage strategy and policy.

6. To guide and oversee the initiation and consultation of major projects and the implementation of events within the City.

7. To review and consider specific changes to the Development Plan as identified in Council's Corporate Business Plan and/or as initiated by State Government.

8. To review as required, relevant legislation affecting Local Government and recommending appropriate course(s) of action.

9. To receive reports, at least six (6) monthly, from the Charles Sturt Development Assessment Panel (DAP) re trends, issues and other relevant matters.

2. TERMS OF REFERENCE **Continued**

2.2 COMMITTEES

(a) STRATEGIC AND ENGAGEMENT COMMITTEE

10. To guide the development and implementation of a City Plan to align to Council Community Vision and shape our City from a social and physical infrastructure perspective.

11. To advise Council in formulating and delivering appropriate strategies in relation to its strategic property holdings.

12. To recommend strategies and actions to guide the public and private sector towards achieving the City's priorities, in particular in relation to social and community development, public health & safety, and natural & built environment.

13. To guide and oversee the implementation of Council's Environmental Management Plan.

14. To review and make recommendations on specific Council Environmental Management initiatives and projects.

15. To monitor Council's Environmental response, obligations and performance as defined by the Council's Community Vision and Organisational Plan.

16. Provide oversight of the approach taken to Community Engagement across the city.

17. To receive deputations from interested parties which may aid the Committee in making informed decisions.

18. To establish sub-committees and/or working parties to assist in carrying out the Committee's functions.

19. To consider any other matters referred to it by the council, other Committees or the Chief Executive Officer.

The Committee may seek advice from any independent experts on any matter that it sees as relevant in regards to fulfilling these Terms of Reference.

The Strategic and Engagement Committee is responsible to and reports directly to Council. This is by way of report and recommendations documented as minutes of the Committee meeting at the following Council meeting.

2. TERMS OF REFERENCE **Continued**

2.2 COMMITTEES

(b) OPERATIONS COMMITTEE

Comprising:	Her Worship the Mayor (ex officio) Presiding Member – appointed by Council Deputy Presiding Member – appointed by Council Up to 6 other Members of Council
Presiding Member:	Councillor Senthil Chidambaranathan
Deputy Presiding Member:	Councillor Alice Campbell
Attended by:	Chief Executive Officer and Leadership Team (as required)
Coordinator:	General Manager City Operations
Meeting Times:	3rd Monday of each month at 6.00pm, except January and December. [NOTE: This Committee meets concurrently with the Strategic and Engagement Committee. If Monday is a public holiday the Committee meets on the following Tuesday.] If after considering advice from the CEO or delegate, the start time of the meeting can be amended with the consent of the Presiding Member if there is a requirement to accommodate a Council Member workshop or briefing.
Meeting Cancellation:	If after considering advice from the CEO or delegate, the Presiding Member of a Council Committee is authorised to cancel the respective committee meeting if it is clear that there is no business to transact for that designated meeting. Members are to be advised at least 3 clear days before the scheduled meeting. Advice of the same will also be posted on Council's website.
Meeting Procedures:	Part 2 of Local Government (Procedures at Meetings) Regulations 2013 and the City of Charles Sturt Code of Practice for Meeting Procedures apply.
Reporting:	The Operations Committee is responsible to and reports directly to Council. This is by way of report and recommendations documented as minutes of the Committee meeting.

Function Summary:
The core function of the Operations Committee is to make recommendations to Council on project delivery updates (both Capital and Annual Operating), project variations and operational matters, such as but not limited to, tree matters, road closures, community health and safety matters, waste management and city utilities to ensure the City of Charles Sturt is maintained and operates to a high standard.

Functions

1. To provide advice to Council regarding operational activities i.e. tree matters, road closures, community health and safety matters, waste management and city utilities.

2. To monitor and report on the progress of Council's flagship initiatives and major projects via regular updates as well as monitoring and tracking of Council Capital and Annual Operating project variations.

3. To oversee the regular evaluation of asset management and programs and the review of relevant service levels.

4. To review as required, relevant legislation affecting Local Government and recommending appropriate course(s) of action.

5. To monitor and report on the performance of Council owned subsidiaries against the charters with which they have been established.

6. To receive deputations from interested parties which may aid the Committee in making informed decisions.

7. To establish sub-committees and/or working parties to assist in carrying out the Committee's functions.

8. To consider any other matters referred to it by the Council, other Council Committees or the Chief Executive.

The Committee may seek advice from any independent experts on any matter that it sees as relevant in regards to fulfilling these Terms of Reference.

The Operations Committee is responsible to and reports directly to Council. This is by way of report and recommendations documented as minutes of the Committee meeting at the following Council meeting.

2. TERMS OF REFERENCE **Continued**

2.3 COMMITTEES

(c) CORPORATE SERVICES COMMITTEE

Comprising:	Her Worship the Mayor (ex officio) Presiding Member – appointed by Council Deputy Presiding Member – appointed by Council Up to 6 other Members of Council
Presiding Member:	Councillor Michael McEwen
Deputy Presiding Member:	Councillor Alice Campbell
Attended by:	Chief Executive and Leadership Team (as required)
Coordinator:	General Manager Corporate Services
Meeting Times:	Monthly at 6.00pm on the 1st Monday of the month except January, February and December; and when the Committee may otherwise deem necessary. [NOTE: If Monday is a public holiday, the Committee meets on the following Tuesday.] If after considering advice from the CEO or delegate, the start time of the meeting can be amended with the consent of the Presiding Member if there is a requirement to accommodate a Council Member workshop or briefing.
Meeting Cancellation:	If after considering advice from the CEO or delegate, the Presiding Member of a Council Committee is authorised to cancel the respective committee meeting if it is clear that there is no business to transact for that designated meeting. Members are to be advised at least 3 clear days before the scheduled meeting. Advice of the same will also be posted on Council's website.
Meeting Procedures:	Part 2 of Local Government (Procedures at Meetings) Regulations 2013 and the City of Charles Sturt Code of Practice for Meeting Procedures apply to this Committee.
Reporting:	The Corporate Services Committee is responsible to and reports direct to Council. This is by way of report and recommendations documented as minutes of the Committee meeting.

Function Summary

The core function of the Corporate Services Committee is to make recommendations to Council on all financial and Council policy and delegation issues affecting the business of Council to ensure it governs in a responsible and accountable way.

2. TERMS OF REFERENCE **Continued**

2.4 COMMITTEES

(c) CORPORATE SERVICES COMMITTEE

Functions

1. To guide the development and regular review of Council's long term financial plan (Forward Financial Estimates), and each annual budget and corporate business plan in alignment with the long term financial plan and relevant strategies and policies.

2. To monitor the performance of Council's financial and administrative activities, including undertaking the statutory quarterly budget review.

3. To recommend to Council new or desired changes to its policies relating to financial and revenue matters, including budgets and rating.

4. To undertake the review of Council's policies and recommend any changes which are considered necessary.

5 To identify any gaps in Council's Governance and Policy framework and work with other Council committees to identify areas where policy support is required.

6. To undertake the annual review of Council's Delegations Register and recommend any changes which are considered necessary.

7. To review as required relevant legislation affecting Local Government and recommend appropriate policy responses.

8. To consider reports and make recommendations to Council on matters referred to it by Council, other Council Committees or by the Chief Executive.

9. To receive deputations from interested parties which may aid the Committee in making informed decisions.

10. To establish sub-Committees and/or Working Parties to assist in carrying out the Committee's functions.

The Committee may seek advice from any independent experts on any matter that it sees as relevant in regards to fulfilling these Terms of Reference.

The Corporate Services Committee is responsible to and reports directly to Council. This is by way of report and recommendations documented as minutes of the Committee meeting at the following Council meeting.

2. TERMS OF REFERENCE **Continued**

2.2 COMMITTEES

(d) AUDIT AND RISK COMMITTEE

Comprising:	2 Council Members (appointed by Council) 3 Independent Members (appointed by Council)
Presiding Member:	Councillor Nicholas Le Lacheur
Deputy Presiding Member:	Councillor Senthil Chidambaranathan
Attended by:	Chief Executive and Leadership Team (as required) Council's Internal and External Auditors (as required)
Coordinator:	General Manager Corporate Services
Meeting Times:	Quarterly at 6.00 pm on the 4th Wednesday of the month, except January and December; the meeting in April 2026 to be held on Tuesday 28 April, an additional meeting on 30 September 2026, and when the Committee may otherwise deem necessary. If after considering advice from the CEO or delegate, the start time of the meeting can be amended with the consent of the Presiding Member if there is a requirement to accommodate a Council Member workshop or briefing.
Meeting Cancellation:	If after considering advice from the CEO or delegate, the Presiding Member of a Council Committee is authorised to cancel the respective committee meeting if it is clear that there is no business to transact for that designated meeting. Members are to be advised at least 3 clear days before the scheduled meeting. Advice of the same will also be posted on Council's website.
Meeting Procedures:	Part 2 of Local Government (Procedures at Meetings) Regulations 2013 and the City of Charles Sturt Code of Practice for Meeting Procedures apply to this Committee.
Reporting:	The Audit and Risk Committee is responsible to and reports direct to Council. This is by way of report and recommendations documented as minutes of the Committee meeting.

2. TERMS OF REFERENCE **Continued**

2.2 COMMITTEES

(d) AUDIT AND RISK COMMITTEE

Function Summary

The purpose of the Audit and Risk Committee is to provide independent assurance and advice to the Council on accounting, financial management, internal controls, risk management and governance matters.

1. Membership

1.1 Pursuant to Regulation 126(2)(a) the majority of the members of the committee must be persons who are not members of any council.

1.2 Members of the Audit and Risk Committee (when considered as a whole) must have skills, knowledge and experience relevant to the functions of the Audit and Risk Committee, including financial management, risk management, governance and ideally be familiar with the reporting requirements of Local Government.

1.3 Members of the Committee may be removed from office by Council resolution at any time.

2. Council Member Representative

2.1 Appointments of Council Members shall be for a term of two years. The appointees may be reappointed for another term which cannot exceed the term of Council.

2.2 Ideally, the Council Members on this Committee will have experience in business, legal, audit or financial management.

2.3 The Council Member representatives will provide a verbal report to Council on the key matters and recommendations within the committee meeting, when the minutes and/or committee recommendation reports are presented to Council for adoption.

2.4 The Council Member representatives will provide a verbal report to the Committee on any Council decisions or discussions that are relevant to the Audit and Risk Committees functions.

3. Independent Member Representative

3.1 Recruitment of Independent Members will be conducted by firstly forming a selection panel comprising appropriate administration staff and two Council Members as appointed by Council, who will undertake a selection process and recommend independent candidate(s) to the Council for appointment as Independent Members.

TERMS OF REFERENCE **Continued**

2.2 COMMITTEES

(d) AUDIT AND RISK COMMITTEE

3.2 Independent Members will be appointed for four years, commencing in line with the Council term. In the event that there is a casual vacancy, the period of appointment of a new Independent Member may be for a period less than four years.

3.3 Independent Members may be reappointed by Council for a further term (or terms) however consecutive service cannot exceed 8 years.

3.4 Knowledge held by Independent Members will be of a senior management level and include the areas of business, legal and audit, with experience in financial management, ideally within the local government environment.

4. Presiding Member

4.1 The appointment of the Presiding Member and Deputy Presiding Member will be made by Council for a term determined by the Council.

4.2 If the Presiding Member is absent from a meeting, the Deputy Presiding Member will preside at that meeting, or if both are absent from the meeting, then a Member of the Audit and Risk Committee chosen from those present will preside at the meeting until the Presiding Member (or Deputy Presiding Member) is present.

5. Operation of Meetings

5.1 The Committee must liaise with the external auditor on at least one occasion each year on a confidential basis, without the presence of other Council Members or Council Employees. This must be attended by a majority of the Members of the Committee.

5.2 When the Committee moves into confidence without the presence of Council Employees, the Presiding Member will be responsible for the minute taking and will issue the minutes to the Manager Governance and Risk after the meeting.

5.3 The Committee, through the Chief Executive Officer, may seek information or obtain expert/legal advice on matters of concern within the scope of its responsibilities.

5.4 For the purposes of quorum for the Audit and Risk Committee, this will be pursuant to Council's Code of Practice for Meeting Procedures.

5.5 The Chief Executive Officer will ensure appropriate support is provided to the Committee.

6. Reporting

6.1 The Committee will provide a report to the Council after each meeting, summarising the work of the Committee during the period preceding the meeting and the outcomes of the meeting.

6.2 The Committee will provide an annual report to the Council on the work of the Committee and this report will be included in Council's Annual Report.

3. TERMS OF REFERENCE **Continued**

3.2 COMMITTEES

(d) AUDIT AND RISK COMMITTEE

6.3 The Committee will review its performance on a biennial basis to assess the on-going role and effectiveness of the Committee and report any recommendations to Council as required, including amendment to the operations of these Terms of Reference if the Committee forms the opinion that such amendments are necessary to improve its performance.

7. Sitting Fee

7.1 The Independent Members of the Committee will be paid an allowance in the form of a sitting fee for each meeting attended as set by Council resolution and will be reviewed biennially by Council.

7.2 Independent Members will be paid upon receipt of a Tax Invoice.

7.3 Independent Members who are required to attend an Ordinary Council meeting, other Committee meetings or mandatory training are entitled to 50% of the sitting fee, for a duration of 2 hours or more.

8. Functions

8.1 The Audit and Risk Committee perform the following legislative functions:

8.1.1 Review annual financial statements to ensure that they present fairly the state of affairs of the Council.

8.1.2 Propose, and provide information relevant to, a review of the Council's strategic management plans or annual business plan.

8.1.3 Monitor the responsiveness of the Council to recommendations for improvement based on previous audits and risk assessments, including those raised by Council's auditor.

8.1.4 Propose and review the exercise of powers under Section 130A (other investigations).

8.1.5 Liaise with Council's auditor in accordance with any requirements prescribed by the regulations.

8.1.6 Review the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Council on a regular basis.

8.1.7 Provide oversight of planning and scoping of the internal audit work plan.

8.1.8 Review and comment on internal audit reports on a quarterly basis.

8.1.9 Review and evaluate the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis.

2. TERMS OF REFERENCE **Continued**

2.2 COMMITTEES

(d) AUDIT AND RISK COMMITTEE

8.1.10 Review any Prudential Report obtained by the Council under Section 48(1).

8.1.11 Perform any other function determined by the Council or prescribed by the regulations.

8.1.12 Review and make recommendation, based on any factors prescribed by Regulation, the appointment of Council's Auditor for the purposes of Section 128 of the Act.

8.2 The Audit and Risk Committee perform the following additional functions:

8.2.1 Review a summary report of Council's insurance and liability renewal arrangements.

2. TERMS OF REFERENCE Continued

2.3 PANEL (PLANNING DEVELOPMENT AND INFRASTRUCTURE ACT)

(a) COUNCIL ASSESSMENT PANEL ("CAP" or "Panel")

Please refer to the separate Development Act 1993 Delegations Policy for items to be considered by the CAP.

Please refer to the separate Procedure for Appointment of Council Assessment Panel Members (6.12) which outlines its role and membership.