



Hawkesbury City Council

attachment 2
to
item 218

Guide to Setting up Markets on
Council Land

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Guide to Setting Up a Market on Council Land

October 2020

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PART 01

Introduction

This guide complements Council's Market Policy and is designed to assist potential market operators wishing to set up markets on Council Land within the Hawkesbury Local Government Area. The Market Policy can be found at

www.hawkesbury.nsw.gov.au/business/markets

The Guide outlines the steps to setting up a market including:

- Identifying the market type
- Selecting a site
- Submitting a Market Site application
- Planning the market, and
- Setting up the market
- Determining the required approval process to ensure the market meets legislative requirements.

Hawkesbury City Council supports markets by:

- providing information about the approval process
- undertaking quarterly reviews with the operator during initial 12 months term
- providing templates and pro formas for developing operational plans

Markets not covered by this Guide

Temporary markets

Temporary markets are markets that operate on up to four occasions in their first 12 months of operation.

Hawkesbury Council's Event Planning Guidelines apply to temporary markets, as they are intended for one-off and temporary events. A copy of the Event Planning Guidelines is available on the Council's website:

<https://www.hawkesbury.nsw.gov.au/news-and-events/organising-an-event> .

Markets on private land

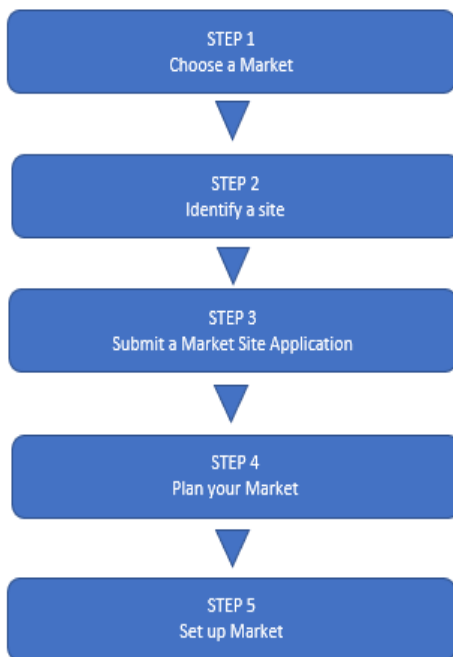
The operator of the market must identify if development consent is required.

PART 02

Five Steps to Setting Up a Market

Markets provide for the needs of the community, ranging from the provision of fresh food to the provision of goods and services. Markets serve as an anchor for community to come together, get to know one another and celebrate everything local.

There are five steps to getting your market up and running.



Our Markets

There are currently four markets operating in the Hawkesbury Local Government area:

Richmond Good Food Markets

The Richmond Good Food Markets is held weekly on a Saturday morning from 7.00am – 1pm and ranges between 20 – 50 stallholders.

Windsor Mall Craft Markets

The Windsor Mall Makers are held every Sunday from 9.00am – 3.00pm in Windsor Mall between Baker and Fitzgerald Street Windsor.

Bilpin Markets

The Bilpin Markets are held every Saturday from 10.00am to 12.00pm at the Bilpin District Hall, Bells Line of Road, Bilpin.

Lions Club Richmond Markets

The Lions Club Richmond Markets are held on the second Saturday of each month from 7.30am to 2.00pm at the Hawkesbury Showground, Racecourse Road, Clarendon.

STEP 1

Identify Your Market Type

Successful markets begin with identifying the goods and services best suited to a community by taking time to understand what goods and services exist or are lacking in an area. Hawkesbury City Council asks that you identify with a Market Type to ensure your market offering remains consistent with the needs of a community and as set out in your market charter:

MARKET TYPES	
✓	Fresh Food/Farmers Market – a predominantly fresh food market that provides farmers and food producers opportunity to sell farm-origin and associated value-added processed food products directly to customers
✓	Goods Market – a predominantly goods-based market that provides craftspeople, goods or service providers opportunity to sell new or used goods and services direct to customers
✓	Specialty Market – a goods or service based market that provides one predominant type of goods or service direct to customers. Examples of specialty markets include Camera Markets, Antique Markets or Flower Markets

STEP 2

Select a Site

A well located market provides a strong foundation for a successful long term operation. Select a site to suit your Market Type. Use the Site Suitability Checklist (Appendix A) to assess potential Market Sites and determine how market use affects a site and its surrounds. The checklist provides performance criteria to help you select the most suitable site.

While the Council encourages creative use of sites, some sites are better suited to erection of structures and vehicular access than others. Some market formats include:

MARKET FORMATS	
✓	Stalls and marquees – Best suited to sites with hardstand such as concrete, bitumen, brickwork and other paved surfaces. Overhead shelters are mandatory for food preparation and display of unpackaged food.
✓	Trestle tables and displays on the ground – Best suited to indoor sites, sites with overhead cover, grassed surfaces and natural landscapes.
✓	Other formats – More recently, the City has received creative market proposals such as car boot sale markets, rooftop markets and markets comprised of portable trolley displays and tricycle stands.

STEP 3

Submit a Market Site Application

The Market Site Application form can be submitted at the Council's Administration building at 366 George Street, Windsor or by emailing openspacebookings@hawkesbury.nsw.gov.au.

Hawkesbury City Council will determine whether a site is appropriate for market use by assessing the site against the performance criteria listed in the Site Suitability Checklist.

The Council will also identify any conflicting use such as proposed

infrastructure works, existing uses and any inconsistencies between your proposal and, if applicable, the site's plan of management.

STEP 4

Plan Your Market

All market operators are required to prepare a Market Proposal and Market Impact Report, with the exception of one-off and temporary markets approved through the Events Application process.

The Market Proposal is the key document that describes the layout, management and operational plan for your market. Details of what is required of Market Proposals are listed in Part 3 of this Guide.

The Market Impact Assessment and Report helps you to identify and address the impact of your market on surrounding residents, businesses and the environment as part of your overall market proposal. Irrelevant of whether you are a commercial or not for profit market operator, key to your market proposal is how you plan to engage the community and collaborate with stakeholders, such as nearby businesses and community groups in setting up market. The Market Impact Assessment template is at Appendix B.

Hawkesbury City Council requires all markets to have a minimum 10% stallholder participation by community groups, social enterprises, not for profit organisations and / or new start-up businesses. This is in addition to the requirement of a free community meeting space or entertainment area within market grounds.

Once the Council reviews your Market Proposal and Market Impact Assessment and Report, you will be advised whether a development application (DA) is required. Any DA will be assessed by City Planners.

STEP 5

Set Up Market

Once your market is granted approval, apply for relevant permits and licences as soon as possible. Part 3 of this guide provides further information on permits and licences.

You will need to enter into an agreement with Hawkesbury City Council. This agreement (will have conditions that apply to the use of the land and operation of the market. Or will be governed by conditions of consent.

A note about Community Engagement

Council may consult the community about proposed use of Council land for markets. Any community consultation undertaken will be in line with Councils Community Engagement Policy and Framework.

PART 03

Fees

Fees

The following application fees are applicable for markets on Council land. Note: Fees are subject to change and you should refer to Councils fees and charges on their website.

You can expect to pay the following:

Proposed Fees		
✓	Market Application Fee	Price on Application
✓	Community Notification and Public Exhibition	As applicable. You may obtain a quote from Council if required.
✓	Development Application, if required	As applicable. You may obtain a quote from Council if required.
✓	Procurement Process, if required	Market Site Application fee applies to all applicants, see above.
✓	Performance Bond / Security Deposit	Refer to Fees and Charges
✓	Site maintenance Fee	Refer to Fees and Charges

Council's fees and charges can be found at :

https://www.hawkesbury.nsw.gov.au/_data/assets/pdf_file/0007/154888/HCC_Operational-Plan-2020_v8.pdf#page=61

(See CC13)

What to include in a Market Proposal

PART 03

What to include in a Market Proposal

The Market Proposal communicates your market plans to the Council and the community. This section sets out what to include in a market proposal.

Section 1

1.1 Description of Market

- a) Name of the market and its purpose
- b) A market charter should explain why this market is good for the community and the philosophy that underpins it
- c) Time, location, frequency of market, including bump in and out times
- d) Production schedule and equipment to be used on site
- e) Description of stall types, numbers and market activities including entertainment, workshops and any children's activities

1.2 Site Plan

- a) Provide a site plan to show location of structures and access ways; including portaloos, stages, seating, generators, refrigeration, stallholder loading areas, entry and exit points
- b) Provide at least two site configurations (one as a wet weather contingency) if there is grass on your site

1.3 Site Impact Report

- a) Prepare a Site Impact Report using the Site Impact Assessment (Appendix B). Provide information on how you will protect the site and surrounding environment, minimise impact on the community and ensure your market complements local economy.

1.4. Market Administration

- a) Anticipated patron numbers
- b) Community engagement plan and provision of community space
- c) Marketing and promotion plan
- d) Product consistency and service quality assurance
- e) Stallholder manual and agreement
- f) Stallholder fees
- g) Stallholder retention strategy

Section 2

2.1. Risk Management Plan

- a) Crowd management plan
- b) Emergency management plan and chain of command
- c) All weather protection, wet weather contingency and market cancellation procedure
- d) On-site contacts, name of the market manager and a staff absentee back-up plan
- e) Work, health and safety plan

2.2. Waste Management and Sustainability Plan

- a) Waste minimisation plan
- b) Waste contractors and waste disposal procedures
- c) Reuse and resource recycling initiatives
- d) Whole market sustainability initiatives

2.3. Transport and Traffic Management Plan

- a) Traffic management plan and traffic redirection plan
- b) Active transport provisions; including safe parking for bicycles, way finding signage and accessible pathways
- c) Communication of public transport information
- d) Stallholder off-street all day parking arrangements
- e) On-site vehicle impact minimisation

2.4. Public Health

- a) Portaloos and accessible toilet numbers and locations
- b) First aid and public health provision
- c) Security and money handling procedures
- d) Noise management plan, if applicable
- e) Weighting of temporary structures

2.5. Permits

Applications for approval of the following to be made to the Council (if applicable)

- Market Impact Assessment
- Impact on diverse social groups
- Temporary Food Vending Permits
- Temporary Road Closures

You may also require additional services at your market. Applications for the following are to be made direct to respective service provider:

- Temporary Event Liquor Licences (Office of Liquor, Gaming and Racing)
- User Pays Police (NSW Police)

- Buses Providers
- Road Occupancy Licence, Special Event
- Clearways (Roads and Maritime Services)
- City Rail (Rail Corp)
- Taxi Council
- St John Ambulance or other first aid provider
- NSW Ambulance Service
- State Heritage Listed sites require approval under the Heritage Act.

Fees and charges may be applicable, each service provider will advise.

Market Operational Requirements

PART 05

This section provides additional market operational requirements and recommendations.

Insurance

You must obtain a Public Liability Insurance Policy for a minimum of \$10,000,000 noting Hawkesbury City Council (The Council) as an interested party on the public liability certificate of currency. The Council requires you to provide this certificate before entering into an agreement with you.

The Council is not responsible for the risks you incur from operating a market. It is recommended you hold a current Workers Compensation Insurance Policy and other forms of business and operational protection.

Performance Bond / Security Deposit

You may be required to provide a performance bond / security deposit.

Payment Terms

The Market Operator is required to pay a minimum of one month's land-use fee in advance.

Make Good and Site Maintenance

Where possible always locate market stalls and infrastructure on hardstand areas rather than on grass. Ground surface protection mats (Terratrack, Trakmat or similar) are to be used where operation will be on grass. Guide patrons to walk on hardstand where possible.

A Site Maintenance Contribution fee is collected for the Council to undertake works arising from market use.

The Council will undertake the following works:

- Landscape and general property maintenance
- General cleansing of the site
- Remediation of grass

The Council will assess grass and landscape conditions periodically. Grassed areas may be closed for 6 weeks consecutively for remediation. Sites on grass may incur higher Site Maintenance Contribution fees.

This Site Maintenance Contribution fee does not include waste collection. You are required to organise commercial waste pick up at the conclusion of each market.

Resource and Waste Management

Key principles for developing your Resource and Waste Management Plan include:

Minimise resource use

- Encourage stallholders to minimise waste through reducing use of plastics bottles, plastic bags, plastic utensils, paper and minimising packaging.
- Consider implementing whole market sustainability initiatives such as "plastic bag free" with stallholders only offering paper bags and boxes, encouraging market patrons to bring their own bags and making the market 'bottled water free'.

Recycle and reuse

Use biodegradable or compostable products wherever possible. Provide adequate waste and recycling bins on the site, particularly placing additional bins adjacent to Council bins. Council bins do not have the capacity to service market operations.

Remove all waste immediately and sustainably from the site

At the conclusion of the market operation waste must be collected by a commercial waste service provider. Depending on waste disposal arrangements, recycling bin caps are to be used on bins. Bins should be placed:

- At key entry and exit points
- In areas where food and beverages are consumed
- Adjacent to existing Council bins
- Beside designated walkways and high traffic areas
- Where they can be effectively emptied and serviced, especially in peak periods

Make sure your site is returned back to the original condition at the end of each market event. You are required to remove litter from the streets surrounding your market site (up to 50 meters from your site boundary) or as specified in your agreement with the Council for the use of the site.

Community Involvement and Collaboration

Make sure your market involves the local community by engaging community groups, sporting clubs, schools and community centres to participate in market activities. Provide space for the community to meet, participate in activities, perform and enjoy live entertainment. Ensure local services and

community groups are given access to free or low cost stalls. Markets help connect communities and enliven public domain.

Stallholder and Supplier Selection

A good way to start is by choosing stallholders that operate sustainably and safely. Consider stallholders that operate or produce goods locally, thereby minimising the distance in which goods sold at your market have travelled to get there.

Pedestrians and Cyclists

A market with well-designed access routes and adequate space for gathering around stallholder displays are integral to safe and accessible environments for patrons.

Under the Disability Discrimination Act it is unlawful to discriminate against someone if they have a disability. A person with a disability has a right to obtain goods and use services and facilities in the same way as people without a disability. Refer to the Hawkesbury City Council's Access DCP 2004 and comply with the Disability (Access to Premises – Buildings) Standards 2010 to provide equitable access to buildings, use of services and facilities.

The Building Code of Australia provides requirements for site design, such as provision of accessible parking and circulation space to allow manoeuvrability of wheelchair turns and passing through doorways and access ways.

Provide ample bicycle parking to encourage patrons to cycle to the market. Always promote the use of public transport when promoting your market. Communicate public transport and active transport access provisions clearly on your promotional material.

Traffic and Parking Management

If you require road closure or alterations to the public road, traffic and parking arrangement, approval by the Local Pedestrian Cycling and Calming Committee is required.

Prepare a detailed Traffic Management Plan, including a Road Closure Plan. Start this application process as early as possible.

You may be required to obtain the services of a traffic management company to redirect traffic over the duration of your market and to provide road signs in affected streets.

Ensure pedestrian paths, cycleways and shared zones are clearly marked. If vehicles are going onto site, ensure safety for pedestrians. For emergency vehicles to access the market site, a 4 metre wide access way is required.

The Council recommends you try and arrange all day off-street parking for each participating stallholder to ensure no additional pressure is placed on local street parking. Reduce the need for patron parking by ensuring your market location is easily accessible by public transport, walking and cycling.

Hours of Operation

Hawkesbury City Council will assess proposed operating hours by considering surrounding site uses. Set up and pack down permissible times are dependent on impact on surrounding use and zoning.

Set up and pack down

Consider how your stallholders will access their trading sites. Provide them with a route that ensures protection of grass and natural landscape. Allocate loading zones and a schedule for loading for sites that are narrow or not easily accessible for vehicles. Ensure pedestrian safety during set up and pack down as public domain is used by everyone at all times.

Continual Improvement

During the initial 12 months term agreement, you are scheduled to meet Council every three months to review feedback from the community and the Council. The Market Operator will be asked to conduct a survey of customers after 6 months and 12 months of operating.

The Market Operator is responsible for the continual improvement of the market.

The Council's Environmental Health Officers and Rangers are responsible for inspecting markets and providing feedback on all market matters to ensure public health and safety.

Frequently Asked Questions

PART 06

Question 1

Is it necessary to undertake the Market Impact Assessment?

The Market Impact Assessment (Appendix B) helps you understand your market impact on the local area, particularly social, economic and environmental issues, and implement strategies to mitigate these. Your Market Impact Report must be submitted to the Council along with your Market Proposal

Question 2

How do I set up a market on property not owned by Council?

If the land you are proposing to run your market on is not on Council land, contact the land owner to discuss the proposed use. You will require land owner's consent. We recommend you speak to a Council Planner about your proposed market and location to determine what approval is required. .

Question 3

Is operating a night-time market different to operating a day-time market?

Hawkesbury City Council supports activities such as Evening and Night-time markets however these are subject to zoning controls and plans of management for community land and Crown reserves. For these types of Markets, speak with a Council Planner about your proposed evening or night-time trading hours and seek advice on what approval is required.

Question 4

Why are there different types of consents and agreements?

Different types of land controlled by the Council require different types of agreement for use.

If your market is on community or operational land (which is land owned by Council), Council may grant you a lease or licence to run your market.

If the proposed site of your market is on a part or a reserve which is Crown land (land owned by the State of NSW but managed by Council), Council can grant you a lease or licence to operate on the site, but the proposed lease or licence must have prior approval of the Department of Crown Lands. Certain parcels of Crown Lands are being transferred to Council under the Crown Lands Management Act 2018. If Council has a Plan of Management for these sites then the land will be managed under the Local Government Act. Approval will not be required by the Department of Crown Lands in this circumstance.

If your market is on land which is classified as 'road', in accordance with the Roads Act 1993, the Council, as roads authority, grants you a 'consent' to use the road for the purpose of your market, on conditions set out in the consent document.

Question 5

Why does the Council give public notice of proposal to grant a lease or licence?

If the Council proposes to grant a lease or licence on community and Crown lands, it is required to give public notice of the proposal in accordance with the Local Government Act 1993 and Crown Lands Act 1989. The Council is not required to give public notice for use of operational land, roads and footways.

Community consultation is an additional step the Council undertakes to inform and consult the community where it considers it appropriate.

Question 6

I have a question or concern about the market application process or particular market, what can I do?

Contact the Council on 4560 4444 and speak to Customer Service. Alternatively, you can submit your

question or concern to council@hawkesbury.nsw.gov.au, along with your contact details. You will receive a reply to your query.

Question 7

Why does the Events Approval Process apply to markets that occur four times or less in its first year?

Council supports innovation and testing of new ideas. We offer the opportunity to test new market models through the Events Approval Process, which is designed for non-ongoing or one-off events.

Question 8

I've run four market occasions in the past year and I now plan to run additional market occasions in the coming year, do I need approval?

Yes, your first four market occasions were most likely approved under the City's Events Approval process. Thereafter, irrespective of how many more market occasions you plan to run, you are required to submit a new Market Site Application form to indicate your ongoing request to use the site.

Question 9

Is my market proposal considered exempt development?

You will need to seek your own planning advice on whether your market is considered exempt development.

If it is not exempt, you will need to submit a development application. Hawkesbury City Council will review your development application in accordance with the Environmental Planning and Assessment Act 1979.

Question 10

Can Hawkesbury City Council alter decisions, amend processes or set additional criteria at any time?

Hawkesbury City Council may alter, amend and add market processes and criteria at any time. If Hawkesbury City Council receives multiple appropriate applications for a site, it may run an expression of interest or similar process.

Appendices
PART 07

APPENDIX A

Site Suitability Checklist

The list below provides an initial checklist for assessing a site's physical capacity for market use.

In considering the market impact on the environmental, community and local economy, please refer to the Market Impact Assessment (Appendix B) and Market Operational Requirements (Section 5).

Site Evaluation		Criteria	Criteria Performance Measure	Y / N
✓	Capacity & Conditions	Location	Highly visible sites, such as high pedestrian or vehicle traffic routes, provide recognition and attract passing traffic.	
		Landmark	Sites with a well-known landmark provide increased location recognition.	
		Slope	Levelled sites are preferable to sites on a gradient, particularly for erection of stalls and stages. Ensure site slopes and landings meet access standards.	
		Heritage	Sites with heritage listed items are not always recommended for markets. Development consent must be obtained for use of sites with heritage listed items.	
		Surface	Fully grassed or landscaped sites are not recommended for markets. Hardstand is preferred for storage of goods, erection of temporary structures, vehicle travel and pedestrian access.	
		Patron & stallholder capacity	Estimate site capacity to ensure it will accommodate anticipated stallholder and patron numbers. Consider how patrons will move through the site and the stall layout.	
		Seating & community space	Ensure adequate seating is available. Providing seats and tables for patrons is a great way to ensure patrons stay longer at your market. Provide space for the community to meet and gather, in the form of sheltered space, space for information sharing or entertainment. If the site is within proximity to a community centre, find ways to link your market with the centre by way of involving the centre or way finding between the centre and your market.	
		Amphitheatre & entertainment space	Grassy slopes, wide steps, raised surfaces form a natural stage. These spaces encourage live music and a place for people to gather.	
		Distance to existing markets	Ensure the site is located beyond reasonable walking distance of an existing market similar in product or service offering to your proposed market type.	
✓		Utilities & Infrastructure	Water & power	Access to power (preferably 3-phase) reduces need for use of portable generators. A site with running water assists with vendor needs and points for patrons to refill water bottles.
	Toilets		Provides a guide to temporary public toilet facilities and accessible toilets	
	Overhead Cover		A degree of cover at a market site provides weather protection and reduces uncertain trading conditions.	
	Storage		Sites with storerooms or cages are ideal for storage of ongoing use items such as banners, seats, tables, sun shade, traffic control equipment and ground protection mats.	
	Sound amplification		Sites with in-built announcement system increase the opportunity for live entertainment. Always consider how market noise and sound amplification may impact adjoining or neighbouring properties.	
✓	Accessibility & Transportation	Parking capacity	Consider where your stallholders may access all-day off street parking to ensure no additional traffic pressure is placed on the local area.	

Site Evaluation		Criteria	Criteria Performance Measure	Y / N
		Public transport	Regular public transport service connections. Public transport to major transport interchanges reduces the need for provision of patron car parking and encourages visitation.	
		Active transport	Consider how the site caters for people walking or riding bikes to the market. Are there accessible routes to and throughout the site? Would you require bike parking?	
		Loading zones & emergency access	Where vehicles are unable to drive onto site, consider how the stallholders would be unable to load and unload their vehicles. Sites that are too narrow for emergency vehicle access are not ideal for operating markets.	
		Equitable access	The Disability Discrimination Act 1992 requires non-discriminatory access for all people regardless of disability. Review your site circulation space, doorway space, and navigation throughout the site such as uneven surfaces, surface material and raised footpaths.	
✓	Long term potential	Potential to expand	Consider the availability of nearby sites such as laneways, parks, car parks, vacant properties, school grounds and other Council owned sites. All sites require land owner's consent and may require development consent as well.	
		Minimising long term impact	Review how the market impacts existing uses in the surrounding area and how you can minimise market impact. Use the Market Impact Assessment (Appendix B) to consider social, economic and environmental impacts.	
		Proximity to other markets & retail shops	Ensure your market does not duplicate goods and services offered by businesses within the shops' local area and nearby markets.	

APPENDIX B

Market Impact Assessment

Market Operators are required to use the following Market Impact Assessment to develop a Market Impact Report. Market Impact Reports are submitted alongside Market Proposals for the approval process and form part of the Market Performance Review. When considering these impacts note some may be of a positive nature.

	IMPACT CONSIDERATION	ANTICIPATED IMPACTS DURING OPERATION	LEVEL OF IMPACT NEGLIGIBLE / MINIMUM/ MODERATE	MITIGATION MEASURES DESCRIBE ACTIONS AND MEASURES	LEVEL OF IMPACT AFTER MITIGATION IMPLEMENTED NEGLIGIBLE/ MINIMUM / MODERATE
✓	ENVIRONMENT				
	Traffic <ul style="list-style-type: none"> • Impact resulting from market activities e.g. road closure, traffic redirection, loading zones and increased traffic in local streets • Number of all-day parking spots required for stall holders • Parking provisions for patrons conflicting with people who currently use parking in the area 				
	Waste <ul style="list-style-type: none"> • Collection, storage, handling and disposal of compostable, recyclable and general waste • Resource and packaging minimisation • Greywater and cooking oil • Use of compostable and recyclable packaging and utensils instead of one-off products 				

IMPACT CONSIDERATION	ANTICIPATED IMPACTS DURING OPERATION	LEVEL OF IMPACT NEGLIGIBLE / MINIMUM/ MODERATE	MITIGATION MEASURES DESCRIBE ACTIONS AND MEASURES	LEVEL OF IMPACT AFTER MITIGATION IMPLEMENTED NEGLIGIBLE/ MINIMUM / MODERATE	
	<p>Water use and run off</p> <ul style="list-style-type: none"> • Liquid spillage by patrons and stall holders • Use of public taps and drainage 				
	<p>Site surface</p> <ul style="list-style-type: none"> • Grass, soil and landscaping protection and monitoring 				
	<p>Visual impacts</p> <ul style="list-style-type: none"> • Visual amenity, site design and types of activities held in highly visual areas • Blocking or damage to trees, vegetation and landscaping 				
	<p>Heritage</p> <ul style="list-style-type: none"> • Heritage listed and conservation items on site and surround site 				

IMPACT CONSIDERATION	ANTICIPATED IMPACTS DURING OPERATION	LEVEL OF IMPACT NEGLECTIBLE / MINIMUM / MODERATE	MITIGATION MEASURES DESCRIBE ACTIONS AND MEASURES	LEVEL OF IMPACT AFTER MITIGATION IMPLEMENTED NEGLECTIBLE / MINIMUM / MODERATE
✓	SOCIAL			
	Public access and safety <ul style="list-style-type: none"> • Safety during daytime operation • Safety during evening markets (if applicable) • Site configuration and structures creating unsafe conditions • Access and point of congestion around stalls or displays 			
	Community facilities and services <ul style="list-style-type: none"> • Likely impact on local communities, community facilities or services 			
	Noise <ul style="list-style-type: none"> • Noise and disturbances from patrons and vehicles entering and exiting site • General noise and equipment noise generated by the market 			
	Community engagement and capacity building <ul style="list-style-type: none"> • Interaction with City projects, programs and other events in the local area • Interaction with the local community • Impact on diverse social groups (including but not limited to young people, older people aboriginal people, people from CALD backgrounds, GLBT people and people with disability) 			
	Stallholders and suppliers <ul style="list-style-type: none"> • Ensure ethical, local and sustainable stallholders and suppliers • Ensure market meets public health and safety requirements. 			

	IMPACT CONSIDERATION	ANTICIPATED IMPACTS DURING OPERATION	LEVEL OF IMPACT NEGLIGIBLE / MINIMUM / MODERATE	MITIGATION MEASURES DESCRIBE ACTIONS AND MEASURES	LEVEL OF IMPACT AFTER MITIGATION IMPLEMENTED NEGLIGIBLE / MINIMUM / MODERATE
✓	ECONOMIC				
	Local Businesses <ul style="list-style-type: none"> • Impact on business activities surrounding the site • Ensure complementary to existing retail offering in surrounding areas • Impact on nearby markets 				
	Reputation and Image <ul style="list-style-type: none"> • Impact on market reputation and image for the local area 				
	Cost to Council <ul style="list-style-type: none"> • Additional costs to council in increased maintenance (waste, transport, rangers and environmental health inspectors, ground surface) 				
	Wider and long term economic benefits <ul style="list-style-type: none"> • Engagement of local businesses and main street retailers • Other economic benefits arising from the market 				