

# REGISTER OF COMMITTEES

Tamworth Regional Council Register contains the committees that have Council representation including: Council Special Purpose Committees, Council Working Groups, External Boards, Committees, Working Groups and Organisations External Boards, Committees, Working Group and Organisations for Council Staff Only.



## Contents

REGISTER OF COMMITTEES .....	1
COUNCIL SPECIAL PURPOSE COMMITTEES.....	4
Annual Donations Programme .....	4
General Managers Performance Review Panel.....	5
Tamworth Regional Floodplain Management Committee .....	6
Tamworth Regional Local Traffic Committee.....	7
Tamworth Regional Rural Fire Service Liaison Committee .....	8
Murray Darling Association – Region 11 .....	9
COUNCIL WORKING GROUPS .....	10
Audit, Risk and Improvement Committee .....	10
Tamworth Country Music Festival Advisory Working Group .....	12
Disability Access Working Group .....	14
Plant Committee .....	15
Sports Working Group .....	16
Tamworth City Centre Working Group.....	17
Tamworth Region Arts Advisory Committee .....	19
Tamworth Region Inclusive Culture Advisory Committee .....	20
Tamworth Regional Aviation Strategic Development Steering Group .....	21
Tamworth Regional Council Heritage Working Group .....	22
Tamworth Regional Community Safety Working Group .....	23
Urban Street Tree Advisory Group .....	25
Tamworth Regional Youth Council .....	26
Australia Day Working Group .....	27
INTERNAL BOARDS, COMMITTEES, WORKING GROUPS AND ORGANISATIONS .....	28
Arts North West .....	28
Aviskills .....	29
Bush Fire Management Committee .....	30
Central Northern Regional Library .....	31
Club Grants Committee .....	32
Country Mayors Association .....	33
Namoi Councils .....	34
New South Wales Public Libraries Association .....	35
North West Regional Weed Committee .....	36
Regional Cities NSW .....	37
Tamworth Cardiovascular Health Working Group.....	38

Tamworth Regional Conservatorium of Music .....	39
Tamworth Regional Local Emergency Management Committee (LEMC).....	40
Tamworth Regional State Emergency Service Administrative Committee.....	41
EXTERNAL BOARDS, COMMITTEES, WORKING GROUPS AND ORGANISATIONS (STAFF REPRESENTATIVES ONLY).....	42
Australian Airports Association.....	42
Country Music Festival Emergency Planning Committee .....	43
Mid North Weight Of Loads Group.....	44
Namoi Peel Customer Service Committee .....	45
New England District Emergency Management Committee (DEMC) .....	46
Northern Inland Regional Waste Group.....	47
Namoi Water Alliance .....	48
Regional Galleries Association Of New South Wales.....	49

## COUNCIL SPECIAL PURPOSE COMMITTEES

### Annual Donations Programme

#### Function

To review requests for donations from Council (under Section 356 of the *Local Government Act 1993*) and make recommendation to Council.

#### Responsible Directorate

Liveable Communities

#### Membership

Meets on an as needs basis, normally annually (last quarter of calendar year).

TRC Representative: three Councillors and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Cr Marc Sutherland	Director Liveable Communities
Cr Ryan Brooke	
Cr Stephen Mears	

#### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 28/4/2014 – Minute No 97/15
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## General Managers Performance Review Panel

### Function

The Council's governing body is to establish a performance review panel and delegate the task of performance reviews of the General Manager to this panel. The extent of the delegation should be clear.

It is recommended that the whole process of performance management be delegated to the performance review panel, including discussions about performance, any actions that should be taken and the determination of the new performance agreement.

Performance review panels should comprise of the Mayor, Deputy Mayor, another Councillor nominated by Council and a Councillor nominated by the General Manager. The Council's governing body may also consider including an independent observer on the panel. Panel members should be trained in the performance management of General Managers.

The role of the review panel includes:

- conducting performance reviews;
- reporting the findings and recommendations of those reviews to Council; and
- development of the performance agreement.

### Responsible Directorate

Nil

### Membership

Meets Annually

TRC Representative: Mayor of the Day, Deputy Mayor, one Councillor nominated by Council and one Councillor nominated by the General Manager.

Councillor Representative	
Mayor of the Day	
Deputy Mayor of the Day	
Cr Marc Sutherland	
Cr Mark Rodda	

- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No Minute No 303/24

## Tamworth Regional Floodplain Management Committee

### Function

To assist the Director Regional Services and to formalise part of the community liaison between Council and ratepayers with respect to the implementation of the Floodplain Management Plan.

### Responsible Directorate

Regional Services

### Membership

TRC Representative: Twp Councillors and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Cr Jeffrey Budd	Director Regional Services
Cr Russell Webb	

### Non Council Representation from:

Office of Environment and Heritage –
NSW State Emergency Service –
Tamworth Community Representative –
Environmental Assessments – GHD Pty Ltd Representative, Stormwater Consultancy
Barraba Community Representative
Manilla Community Representative
Nundle Community Representative
Woolomin Community Representative
Bendemeer Community Representative

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 28/4/2015 – Minute No 97/15
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 –Minute No 303/24

## Tamworth Regional Local Traffic Committee

### Function

Council is required to establish a Local Traffic Committee (LTC) as a condition of the Delegation of RMS Traffic Powers.

### Responsible Directorate

Regional Services

### Membership

Meets Monthly

TRC Representative: Two Councillors and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Cr Jeffrey Budd	Manager Operations
Cr Matthew Sharpham	
<b>Non Council Representative from:</b>	
Local Area Command	
Roads and Maritime Services	
Member for Tamworth	

Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Tamworth Regional Rural Fire Service Liaison Committee

### Function

Function to oversee the delivery of a Rural Fire Service within TRC and the discharge of Councils obligations under the *Rural Fires Act 1997* and *Local Government Act 1993*.

### Responsible Directorate

Regional Services

### Membership

Committee meets quarterly March, June, September and December and also includes:

Representatives of the RFS Volunteers Association, the RFS.

TRC Representative: Three Councillors and one staff member.

Councillor Representative	General Manager or his Nominee
Cr Jeffrey Budd	Council's Local Emergency Management Officer (LEMO)
Cr Stephen Mears	
Cr Russell Webb	
Non-Council Representatives	
RFS Volunteers Association	

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24



## Murray Darling Association – Region 11

### Function

The Murray Darling Association was formed in 1944. It is an association of approximately 70 Local Government areas along with community groups, businesses and individuals with an interest in ensuring that the Murray-Darling Basin continues as a viable and valuable asset for all. The Association is headquartered in Echuca Victoria and is a non-government organisation across state boundaries which strives to represents the views, aspirations and concerns of the large number of people living in the Murray-Darling Basin.

The Association has split the Basin into 12 regions. Representatives from each region meet to discuss issues the Association may be involved with.

Tamworth Regional Council is a member of region 11

### Responsible Directorate

Water and Waste

### Membership

Meetings are held quarterly

Councillor Representative	General Manager or his Nominee
Mayor of the Day - Representative	Nil
Cr Jeffrey Budd - Alternate	

Refer:

- Ordinary Council Meeting 12 November 2024 - Minute No 303/24

## COUNCIL WORKING GROUPS

### Audit, Risk and Improvement Committee

#### Function

Tamworth Regional Council is required under Section 428A of the *Local Government Act 1993* to establish an Audit and Risk function as a key component of Council's governance framework. The Terms of Reference set out the Committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

#### Responsible Directorate Office

of the General Manager

#### Membership

The Audit, Risk and Improvement Committee should meet at least four times a year, with authority to convene additional meetings as required.

A quorum shall not exist unless two voting members are present. Meetings are to be rescheduled if there is not a quorum. Members are expected to attend each meeting, in person or via telephone or video conferencing.

The Audit, Risk and Improvement Committee will invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary.

TRC Representative: One Councillor (Non-Voting if pre-requisites are met) and relevant Council Staff as required.

The Mayor cannot be appointed as a Councillor member to the Committee. Non-Voting Councillor Members must satisfy the following eligibility criteria to be appointed to the Committee:

- be financially literate;
- have a good understanding of one or more of the following that would provide a valuable contribution to the Committee:
  - internal audit and external audit;
  - risk management;
  - governance;
  - performance management;
  - financial management and reporting;
  - accounting;
  - human resources management;
  - internal control frameworks;
  - fraud and corruption prevention;
  - IT/cyber security;
  - the local community; or
  - another relevant subject matter; and

- undertake any training on the operation of Audit, Risk and Improvement Committees recommended by the Chair, based on their assessment of the skills, knowledge and experience of the Committee member.

<b>Council Representative</b>	<b>Staff Representation</b>
<b>Cr Matthew Sharpham – Non Voting Member</b>	General Manager (or Nominee) - Non voting member
	Internal Auditor – Non voting member
	Executive Manager – Strategy and Performance – Non voting Member
	Chief Financial Officer (when required)
	Manager Risk & Safety – Non voting member
<b>Community Representation</b>	
Independent Voting Member – Chairperson	
Independent Voting Member	
Independent Voting Member	

**Refer:**

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 22/11/2024 – Minute No 303/24

## Tamworth Country Music Festival Advisory Working Group

### Function

The group's charter is to advise, comment and make recommendations to Council to protect, preserve and grow the City's country music festival, country music assets and to explore other opportunities to enhance the City's music credentials.

### Objectives

The group's objectives are to preserve and grow the City's country music festival, country music assets and to explore other opportunities to enhance the City's music credentials.

### Responsible Directorate

Creative Communities and Experiences

### Membership

Meet on a monthly basis. Usually Thursday at 2.30pm.

The nucleus of the Group will be the Mayor of the day as its' chair and one other councillor, the Director in charge of the Festival and other relevant Council staff;

The group will appoint and co-opt willing and suitably qualified individuals to the Group from across relevant organisations such as the Country Music Association of Australia, and the community, which reflect the diversity of the City's country music assets and events

Councillor Representative	General Manger or his Nominee
Mayor of the day (Chair)	Executive Manager Creative Communities and Experiences
Cr Brendon North	Manager Events
	Country Music Coordinator
	Manager Marketing and Communications
	Coordinator Visitor Economy
Community Representative	
The Pub Group Representative	
West's Entertainment Group Representative	
Chris Watson Travel Representative	
The Tamworth Hotel Representative	
Country Music Capital Radio Representative	
Country Music Association of Australia Representative	
Central Hospitality Group Representative	

### Refer:

- Ordinary Council Meeting 27/7/21

- Ordinary Council Meeting 22/11/2024 – Minute No 303/24

## Disability Access Working Group

### Function

The purpose of the Disability Access Working Group is to guide, monitor and evaluate the development and implementation of the Disability Inclusion Action Plan. The working group will also provide strategic advice to the Council on access issues to ensure a future Tamworth will offer an enhanced quality of life and prosperity for people with disability in alignment with Council's Blueprint 100 vision.

### Responsible Directorate

Liveable Communities

### Membership

The Committee meets quarterly.

- The Disability Access Working Group will have the following core membership: Tamworth Regional Council – a minimum of one Councillor and an alternate representative;
- Up to ten (10) community members from a diverse range of disability backgrounds including disability sector workers, disability transport workers and people with lived experience of disability;
- Director Liveable Communities;
- Manager Cultural and Community Services and/or Team Leader Inclusive Community;
- Senior Building Inspector; and
- Other Council staff may be consulted in an advisory capacity to the Working Group where they hold access related responsibilities such as traffic management, parks and gardens, event management and tourism.

**Community Members** will be appointed through an Expression of Interest process on a four year basis following the Council election. Community members will be selected for the skills and experience they bring to the working group and are appointed by resolution of Council.

Councillor Representative	General Manager or his Nominee
Cr Charles Impey – Chairperson	Team Leader – Inclusive Communities
Cr Mark Rodda	
Cr Stephen Mears - Alternate	

Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 22/9/2015 – Minute No 270/15
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 12/3/2019 – Minute No 69/19
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 22/11/2024 – Minute No 303/24

## Plant Committee

### Function

To review tender evaluations exceeding \$150,000.00 for supply and purchase of plant.

### Responsible Directorate

Regional Services

### Membership

TRC Representative: The Mayor of the Day and two Councillors and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Mayor of the Day	Director Regional Services
Cr Brendon North	
Cr Matthew Sharpham	

Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 22/11/2024 – Minute No 303/24

## Sports Working Group

### Function

To co-ordinate future development, promotion and assist in administration of sports throughout the Regional Council area.

Provide a balance to smaller centres throughout the Local Government Area. Where local facilities provide basic services for local needs, a centralised regional facility provides a full range of contemporary aquatic services for the whole Local Government Area.

### Responsible Directorate

Regional Services

### Membership

TRC Representative: four Councillors and relevant Council Staff as required.

Meets on the first Wednesday of every second month.

<b>Councillor Representative</b>	<b>General Manager or his Nominee</b>
<b>Cr Mark Rodda – Chairperson</b>	Director Regional Services
<b>Cr Stephen Mears</b>	Manager AELEC Precinct
<b>Cr Brendon North</b>	Manager Sports and Recreation
<b>Cr Charles Impey</b>	Sports & Recreation Strategy Officer
	Sports and Recreation Development Officer
	Manager Communications and Engagement
	Northern Inland Centre of Sporting Excellence Coordinator
<b>Non Council Representatives</b>	
Executive Officer – NIAS	
Northern Inland Cluster Coordinator NSW Sports and Recreation	

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2022 – Minute No 303/24



## Tamworth City Centre Working Group

### Function

To contribute to transforming BluePrint 100 into reality with particular reference to actions relevant to the Tamworth CBD.

To support Council with ideas, advice and opinion on how best to develop and sustain a City Centre that is 'THE place to be' for retail and commercial business, visitors, and locals.

### Vision for the City Centre:

Tamworth's City Centre is THE place to be!

**Attractive**, vibrant, welcoming, safe, engaging and fun – with seamless links through to Bicentennial Park and the Peel River – everyone considers the City Centre to be the heart and soul of the region both by day and by night. There is always an enthralling 'buzz' and when you are present in the City Centre you feel particularly proud of the place you call home.

**Progressive** in its past and optimistic about its future, the City Centre blends traditional shop-front retailing with quality office, arts and culture, accommodation, leisure, recreation, tourist, eating and entertainment opportunities that have diverse appeal. Our public art is planned, at times provocative, but always admired. Undoubtedly the City Centre gives us a keen sense of our identity as a region and a strong and immediate sense of belonging.

**Thriving** business in the City Centre means that investors are queuing up and the streetscape continues to flourish with complementary development.

**Fresh** and clean at all times, the City Centre breathes vitality and inspiration. Residents of all ages and from all backgrounds are compelled to return again and again. Tourists go to great lengths to get here because the Tamworth City Centre's extraordinary look and feel is known far and wide.

**Valuable** to local residents, Tamworthians love this space and will fiercely protect the City Centre from any action that will compromise its place as the region's primary hub for commerce, community and culture.

### Responsible Directorate

Liveable Communities

### Membership

TRC Representatives: Mayor of the Day, plus no more than five other Councillors and relevant Council Staff.

Meets quarterly, breakfast meetings.

Councillor Representative:	General Manager or his Nominee
Mayor of the Day	Director Liveable Communities
Cr Brendon North	Manager Future Communities
Cr Marc Sutherland	
Cr Charles Impey	

**Cr Ryan Brooke**

**Cr Matthew Sharpham**

**Business Delegates**

3 x Tamworth Business Chamber Members:

- 1 x Retail Member (from Hospitality Sector),
- 1 x Commercial Member, and
- 1 x Junior Chamber Member

1 x Association of Real Estate Agents

1 x Tamworth Region Arts Advisory Committee delegate

1 x Planning Consultant

1 x Architect

2 x Commercial Property Owner

3 x Community Members

1 x Urban Designer

1 x Landscape Architect

1 x Surveyor

*4 year term (EOIs called at the beginning of each term of Council). Members appointed by Council resolution*

**Refer:**

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/21
- Ordinary Council Meeting 12/11/2022 – Minute No 303/24

## Tamworth Region Arts Advisory Committee

### Function

The broad purpose and aim of the Tamworth Region Arts Advisory Committee (TRAAC) is to provide strategic advice to the Council in relation to 'Arts' matters within the region and make recommendations regarding priority areas for development and or support. TRAAC recognises and encourages diversity across the Tamworth Regional Council area.

### Responsible Directorate

Creative Communities and Experiences

### Membership

Meets Quarterly. Cultural forums with the wider arts and cultural community may replace scheduled Tamworth Region Arts Advisory Committee meetings on occasion.

A quorum will consist of 50 percent of committee members and must include at least one Councillor.

TRAAC will have a core membership of six community members and one Arts North West representative. TRAAC will have membership of three Councillors from Tamworth Regional Council.

Representation is also encouraged from arts practitioners from within hard-to-reach communities.

Community membership will be determined by the Mayor and the General Manager of Tamworth Regional Council, through an Expression of Interest process.

Councillor Representative	General Manager or his Nominee
Cr Marc Sutherland – Chair	Director Art Gallery and Museums
Cr Ryan Brooke	
Cr Charles Impey	
Community Representatives	
Arts North West	
Six community representatives	

### Refer:

- Ordinary Council Meeting 8/02/2022 – Minute No 29/
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Tamworth Region Inclusive Culture Advisory Committee

### Function

The broad purpose and aim of the Tamworth Region Inclusive Culture Advisory Committee (TRICAC) is to provide strategic advice to the Council in relation to diversity and other specific cultural matters, within the region and make recommendations regarding priority areas for development and or support. TRICAC recognises and encourages diversity across the Tamworth Regional Council area.

### Responsible Directorate

Liveable Communities

### Membership

Membership consists of a maximum of five Councillors and up to eight community members and one Arts North West representative.

The Committee Meets Quarterly. Cultural forums with the wider arts and cultural community may replace scheduled Tamworth Region Inclusive Culture Advisory Committee meetings on occasion. Joint meetings with the Tamworth Region Arts Advisory Committee (TRAAC) may occur from time to time.

Representation is encouraged from arts and cultural practitioners from within hard-to-reach communities. Community membership will be determined by Council resolution

Councillor Representative	General Manager or his Nominee
<b>Cr Marc Sutherland – Chair</b>	Director Liveable Communities
<b>Cr Stephen Mears</b>	Manager Learning Communities
<b>Cr Ryan Brooke</b>	
Community Representatives	
Arts North West	
Up to eight (8) community representatives	

### Refer:

- Ordinary Council Meeting 22/10/2019 – Minute No 382/19
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2022 – Minute No 303/24

## Tamworth Regional Aviation Strategic Development Steering Group

### Function

The committee comprises all councillors and deals with matters relating to the development of Tamworth Regional Airport and the attraction of new aviation related businesses.

### Responsible Directorate

Regional Services

### Membership

The Tamworth Regional Aviation Strategic Development Steering Group will meet quarterly unless more frequent meetings are required to address specific issues of interest of concern.

TRC Representative: all Councillors, the Director Regional Services, Manager Aviation Precinct and other Council Staff as required.

Councillor Representative	General Manager or his Nominee
Mayor of the Day	Director Regional Services
Deputy Mayor of the Day	Manager Aviation Precinct
Cr Charles Impey	
Cr Ryan Brooke	
Cr Matthew Sharpham	
Cr Mark Rodda	
Cr Brendon North	
Cr Stephen Mears	
Cr Marc Sutherland	

### Refer:

- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Tamworth Regional Council Heritage Working Group

### Function

The broad aim of the Tamworth Regional Council Heritage Working Group is to provide advice, support and direction to Council on key heritage conservation issues and programs. The intended outcome from the input of the Working Group is to improve approaches toward the conservation of heritage items within the region and provide better recognition of community actions towards heritage conservation.

### Responsible Directorate

Liveable Communities

### Membership

The Tamworth Regional Council Heritage Working Group will meet quarterly unless more frequent meetings are required to address specific issues of interest of concern.

TRC Representatives: three Councillors, the Director Liveable Communities, Manager – Development, Council’s consultant Heritage Advisor, one member of the Tamworth Historical Society, one member of the Tamworth Aboriginal Land Council, three community members, one community member representing the interest of King George V Avenue and other Council Staff as required. From time to time, members of the community may also be requested to assist the Working Group when particular community skill, experience or input will improve the outcomes delivered by the group.

Councillor Representative	General Manager or his Nominee
Cr Mark Rodda – Chairperson	Director Liveable Communities
Cr Ryan Brooke	Manager Development
Cr Marc Sutherland	

### Refer:

- Ordinary Council Meeting 22/9/2014 – Minute No 258/2015
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/1102/2024 – Minute No 303/24

## Tamworth Regional Community Safety Working Group

### Objectives

The purpose of the Tamworth Regional Community Safety Working Group is to:

- (i) provide advice to the Council on key strategic priorities and issues in relation to community safety;
- (ii) share information that increases understanding of the issues and drivers across the Tamworth Region that influence community safety and perceptions of community safety, including crime, vandalism and anti-social behaviour;
- (iii) share knowledge and experience of successful programs and initiatives that may positively influence community safety and the perception of community safety;
- (iv) assist in the assessment and review of community safety plans;
- (v) promote shared community ownership of community safety issues;
- (vi) Investigate programs and partnerships that will positively influence community safety across the region, and reduce the social and financial cost of crime, vandalism and anti-social behaviour; and
- (vii) provide advice on community engagement in relation to community safety strategies.

### Responsible Directorate

Liveable Communities

### Membership

The Tamworth Regional Community Safety Working Group shall meet quarterly.

TRC Representative: four Councillors and relevant Council Staff as required.

Councillor Representative:	General Manager or his Nominee
<b>Cr Jeffrey Budd – Chairperson</b>	Director Liveable Communities
<b>Cr Marc Sutherland</b>	Manager Community Safety and Wellbeing
<b>Cr Stephen Mears</b>	Community Safety and CCTV Specialist
<b>Cr Matthew Sharpham</b>	Manager Learning Communities
	Team Leader Inclusive Communities
<b>Community Representatives:</b>	
a maximum of four (4) representatives from Tamworth Regional community including one, where possible, with a legal/judicial background	
<b>Organisation representation</b>	

- A maximum of one representative from the following organisations:
  - Oxley Local Area Command Crime Prevention Team;
  - NSW Department of Communities and Justice;
  - Tamworth and District Liquor Accord;
  - Tamworth Business Chamber;
  - Tamworth taxi industry or associated with the security of the secure taxi rank;
  - Domestic Violence services sector;
  - Aboriginal criminal justice services sector;
  - NSW Department of Education;
  - Local Aboriginal Lands Council;
  - Justice Advocacy Services; and
  - Homes North.

**Refer:**

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 13/02/2018 – Minute No 30/18
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 11/12/2024 – Minute No 303/24



## Urban Street Tree Advisory Group

### Function

The broad aim of the Advisory Group is to provide technical expertise and comment in relation to the development of the different documents of the Urban Street Tree Management Plan.

### Responsible Directorate

Liveable Communities

### Membership

The Advisory Group will meet as required. The Advisory Group Membership consists of: four Councillor Members; five Industry leaders; five community members; Manager Sports and Recreation; and Greening Coordinator. The elected chairperson will run the meeting according to the agenda. All members are to abide by Council's Code of Conduct while at meetings and with any information provided to them at or prior to meetings.

It is anticipated that members will be appointed for a one-year term.

Councillor Representative	General Manager or his Nominee
Cr Brendon North	Manager Sports and Recreation
Cr Ryan Brooke	Greening Coordinator
Cr Mark Rodda	
Cr Marc Sutherland	
Community Representatives	

### Refer:

- Ordinary Council Meeting 30/4/2019 – Minute No 123/19
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Tamworth Regional Youth Council

### Function

The purpose of the Tamworth Regional Youth Council is to enable youth leaders across the region to develop skills and knowledge to enable them to achieve their potential and desired future within the community.

The Youth Council will provide a platform for young people to gain traction with their ideas and aspirations and in doing so, provide its representatives with the skills and support to make a lasting positive change. To achieve this purpose, Council's vision for the Youth Council is that it assumes a significant leadership role in influencing Council policy and future direction. As such, the Youth Council will operate to provide a direct avenue for young people to engage with the elected Council and Council Executive and take part in decisions that impact their lives, both now and in the future.

### Responsible Directorate

Liveable Communities

### Membership

Meets monthly (late afternoon)

Two Councillors with one elected Councillor being the key advisor/speaker. Councillors to hold a current Working with Children Check (WWCC).

Councillor Representative	General Manager or his Nominee
Cr Marc Sutherland	Director Liveable Communities
Cr Ryan Brooke	Team Leader Inclusive Community
Cr Charles Impey – Alternate/Observer	
Community Representatives	

### Refer:

- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Australia Day Working Group

### Function

The Australia Day Working Group's charter is to represent the Tamworth Regional Council in an official capacity, overseeing the selection process for the Australia Day Awards and contributing to the region's celebration of Australia Day.

### Objectives

- Review and assess Australia Day Award nominations from across the region.
- Vote to determine the winner for each award category, ensuring that nominees embody the values and achievements celebrated on Australia Day.

### Responsible Directorate

Creative Communities and Experiences

### Membership

The group will convene 2-3 times before the end of the calendar year to review nominations and make award decisions.

Members will also attend the Tamworth Australia Day Awards and Citizenship Ceremony, supporting the council's presence and recognition of community achievements.

TRC Representative: One Councillor and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Cr Matthew Sharpham	Event Officer
<b>Community Representatives</b>	
Independent Voting Member – Chair person	
Independent Voting Member x 5-10	

### Refer:

- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

# INTERNAL BOARDS, COMMITTEES, WORKING GROUPS AND ORGANISATIONS

## Arts North West

### Function

To provide the communities of the North West with a program that enables positive strategic development of arts and culture through the provision of information resources, promotion and expertise.

### Responsible Directorate

Creative Communities and Experiences

### Membership

Meets quarterly

TRC Representative: one Councillor and the General Manager or his Nominee.

Councillor Representative	General Manager or his Nominee
Cr Ryan Brooke	Manager Entertainment Venues

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Aviskills

### Function

Engineering Training College, conducting courses in avionics, mechanical and aircraft structural engineering.

Partnership involving TAFE, Council Qantas, BAE Systems and Federal and State Government Departments.

### Responsible Directorate

Regional Services

### Membership

Meets Monthly.

TRC Representative: Two Councillors and one Staff Member.

Councillor Representative	General Manager or his Nominee
Cr Matthew Sharpham	Manager Aviation Precinct
Cr Charles Impey	

### Refer:

- Ordinary Council Meeting 11/09/2018 – Minute No 184/18
- Ordinary Council Meeting 8/02/2022 – Minute 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Bush Fire Management Committee

### Function

The Bush Fire Management Committee is comprised of representatives of all key Land Management Agencies and Stakeholder Groups, the Rural Fire Service, Police Service and an elected Local Government Representative and Staff Member. The Committee is responsible for Bush Fire Risk Management Plans and Operational Plans. The Committee can make decisions with far reaching implications on local land holders and communities.

### Responsible Directorate

Regional Services

### Membership

This Committee usually meets twice yearly.

TRC Representative: two Councillors, one Staff member and other relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Cr Jeffrey Budd	Council's Local Emergency Management Officer (LEMO)
Cr Russell Webb – Alternate	

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Central Northern Regional Library

### Function

Under Section 377 of the Local Government Act for the provision, control and management of libraries, library services and information services to the councils of Tamworth Regional, Liverpool Plains Shire, Narrabri Shire, Uralla Shire, Gwydir Shire and Walcha Shire pursuant to the Central Northern Regional Library Agreement.

### Responsible Directorate

Liveable Communities

### Membership

Committee meets in February each year.

Annual General Meeting is held in November each year.

TRC Representative: one (1) Councillor, Manager Learning Communities and relevant Council Staff as required.

### Term

Four Year Term

Councillor Representative	General Manager or his Nominee
Cr Brendon North	Manager Learning Communities
Cr Stephen Mears – Alternate	
<b>Council Representation from:</b>	
Tamworth Regional Council	
Liverpool Plains Shire Council	
Narrabri Shire Council	
Uralla Shire Council	
Walcha Shire Council	
Gwydir Shire Council	

### Refer:

- Ordinary Council Meeting 25/9/2012 – Minute No 276/12
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Club Grants Committee

### Function

To make recommendation to eligible license Clubs who must make community contributions from club revenue in accordance with NSW Government Scheme which allows Clubs to claim a tax deduction of up to 1.5% on gaming revenue over \$1 million for monies spent on community support.

### Responsible Directorate

Office of General Manager

### Membership

Meets Quarterly

TRC Representative: Two Councillors

Councillor Representative	General Manager or his Nominee
Cr Brendon North	Team Leader – Economic Development & Investment
Cr Matthew Sharpham	

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24



## Country Mayors Association

### Function

A Lobby Group on behalf of the concerns of Major Rural Centres within New South Wales. A forum to discuss like issues.

### Responsible Directorate

Office of the General Manager

### Membership

The Committee meets quarterly.

TRC Representative: the Mayor of the Day and General Manager.

Councillor Representative	General Manager or his Nominee
Mayor of the Day	General Manager

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 12 November 2024 – Minute N0 303/24

## Namoi Councils

### Function

Coordination of Local Government within North West Region, Resource Sharing and Local Government Advocacy.

### Responsible Directorate

Office of the General Manager

### Membership

TRC Representative: Mayor of the Day (Representative), Deputy Mayor of the Day (Alternate Representative), General Manager (or his nominee) and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Mayor of the Day	General Manager (or nominee)
Deputy Mayor of the Day – Alternate	

Non Council Representation from:	

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270

## New South Wales Public Libraries Association

### Function

The purpose of the Association shall be to enable those Councils and Public Library Services which are Members to meet on a regular basis for common purposes and to undertake united action.

### Responsible Directorate

Liveable Communities

### Membership

The major public meeting is the Annual General Meeting and Annual Conference in November each year.

The New South Wales Public Libraries Association (NSWPLA) has several zones covering New South Wales. Tamworth is in the NE Zone. Zones meet four times a year – two just with Librarians and two (Full) with Councillors and Librarians.

TRC Representative: One Councillor, one Staff Member.

Councillor Representative	General Manager or his Nominee
Cr Stephen Mears	Manager Learning Communities

### Refer:

- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## North West Regional Weed Committee

### Function

The purpose of the North West Regional Weed Committee (NWRWC) is to provide 'tenure neutral' strategic planning and coordination of weed management activities at the regional level. These activities play an integral part in an overall state weed management framework.

The NWRWC is a local community advisory group under the provisions of Section 33 of the *Local Land Services Act 2013*.

The NWRWC is established to:

- support implementation of the weeds components and underlining principles of the NSW Biosecurity Strategy, NSW Biosecurity Act and the NSW Invasive Species Plan 2015-2022;
- provide advice to the Board regarding delivery weed functions for the Local Land Services consistent with the Local Strategic Plan;
- to develop innovative and effective regional weed management strategic plans that consider risks, include all land tenure, and major stakeholders in the landscape;
- provide a forum for the community and stakeholders in decision making, and develop communication education and awareness programs based on local and/or regional priority weeds and issues.

### Responsible Directorate

Liveable Communities

### Membership

Meets quarterly

Council Members	General Manager or his Nominee
Cr Brendon North	Manager Community Safety & Wellbeing

### Refer:

- - Ordinary Council Meeting 24/11/2015 – Minute No 349/15
- - Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- - Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12 November 2024 – Minute No 303/24

## Regional Cities NSW

### Function

Regional Cities NSW is an alliance of 15 regional cities from around the State. The alliance is responsible for representing regional communities through evidence-based policy and informed advocacy. The objective of these activities is to effect real change in their communities by seeking improvements to the infrastructure, liveability and sustainability of regional cities and the wide regional areas the cities support.

### Responsible Directorate

Office of the General Manager

### Membership

TRC Representatives: Mayor of the Day and General Manager (Board Members).

Meets quarterly.

Councillor Representative	General Manager or his Nominee
Mayor of the Day	General Manager

### Refer:

- Ordinary Council Meeting 9/10/2018 – Minute No 218/1
- Ordinary Council Meeting 12 November 2024 – Minute No 303/24

## Tamworth Cardiovascular Health Working Group

### Function

The purpose of the group is to investigate reasons the Tamworth region has poor cardiovascular outcomes and from that seek solutions to improve the cardiovascular health of the population through targeted advocacy and support for best practice primary and secondary prevention initiatives.

### Responsible Directorate

Liveable Communities

### Membership

Member of the Committee will be by invitation and will be reviewed by the Working Group on an annual basis. Others may be invited to attend on a time-limited basis to progress specific discussions or initiatives. There will always be at least one member from HNECC PHN's Hunter New England Rural Clinical Council who will have responsibility to report back on actions and outcomes from the Working Group.

Meetings will be held at a frequency and time agreed by and suitable for the group, generally at the offices of the PHN.

<b>Councillor Representative</b>	<b>General Manager or his Nominee</b>
<b>Cr Charles Impey</b>	Senior Environmental Health Officer
<b>Organisation Representatives</b>	
Hunter New England Central Coast Primary Health Network	
Hunter New England Local Health District	
Heart Foundation NSW	
University of Newcastle, Department of Rural Health	

### Refer:

- Ordinary Council Meeting 27/2/2018 – Minute No 64/18
- Ordinary Council Meeting 8/02/2022 – Minute No 29/2
- Ordinary Council Meeting 12 November 2024 – Minute No 303/24

## Tamworth Regional Conservatorium of Music

### Function

To promote the study, practice, performance and knowledge of music and the performing arts in Tamworth and the region by providing an appropriate centre for teaching and performance.

### Responsible Directorate

Creative Communities and Experiences

### Membership

Meets ten times per year.

TRC Representative: Two Councillors as a Board Member and relevant Council Staff as required.

<b>Councillor Representative</b>	<b>General Manager or his Nominee</b>
<b>Cr Charles Impey</b>	Manager Entertainment Venues
<b>Cr Matthew Sharpham – Alternate</b>	

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12/11/2024 – Minute No 303/24

## Tamworth Regional Local Emergency Management Committee (LEMC)

### Function

A Local Emergency Management Committee (LEMC) is responsible for the preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the Local Government area for which it is constituted and in the exercise of its functions, any such Committee is responsible to the relevant District Emergency Management Committee. Council's Local Emergency Management Officer is presently the Chair of the Committee and represents the Tamworth LEMC at District Emergency Management Committee Meetings.

### Responsible Directorate

Regional Services

### Membership

TRC Representative: two Councillors together with relevant Council Staff.

Councillor Representative	General Manager or his Nominee
Cr Jeffrey Budd	Council's Local Emergency Management Officer (LEMO)
Cr Matthew Sharpham	Other Support Staff as required

### Refer:

- Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/21
- Ordinary Council Meeting 12 November 2024 – Minute No 303/24



## Tamworth Regional State Emergency Service Administrative Committee

### Function

To oversee the delivery of the State Emergency Service within TRC and the discharge of Council's obligations under the State Emergency Service Act 1989.

### Responsible Directorate

Regional Services

### Membership

The Committee meets six monthly.

TRC Representative: one Councillor as Delegate, one Councillor as Alternate Delegate and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Cr Jeffrey Budd	Council's Local Emergency Management Officer (LEMO)
Cr Matthew Sharpham – Alternate	

### Refer:

- Register of Ordinary Council Meeting 9/9/2014 – Minute No 268/14
- Ordinary Council Meeting 27/9/2016 – Minute No 270/16
- Ordinary Council Meeting 8/02/2022 – Minute No 29/22
- Ordinary Council Meeting 12 November 2024 – Minute No 303/24

## EXTERNAL BOARDS, COMMITTEES, WORKING GROUPS AND ORGANISATIONS (STAFF REPRESENTATIVES ONLY)

### Australian Airports Association

#### Function

Association represents 260 Airports Australia wide including international, major regional and rural.

The charter is to facilitate co-operation among all member Airports and their many and varied partners in Australian aviation, whilst maintaining an air transport system that is safe, secure, environmentally responsible and efficient for the benefit of all Australians.

#### Responsible Directorate

Regional Services

#### Membership

Meetings: Annual General Meeting held October/November

State Meeting Bi-Annually

TRC Representative: one Staff Member.

Councillor Representative	General Manager or his Nominee
Nil	Manager Aviation Precinct

## Country Music Festival Emergency Planning Committee

### Function

The Country Music Festival (CMF) Emergency Planning Committee prepares and reviews emergency plans or procedures relating to high level emergency risk management for Council's festival activities. Incorporates emergency management combat agencies and support agencies along with internal Divisions responsible for key operational aspects of the Festival.

### Responsible Directorate

Regional Services

### Membership

TRC Representative: Council Staff as appropriate to support the functions of the Committee.

<b>Councillor Representative</b>	<b>General Manager or his Nominee</b>
Nil	Manager Events
	Council's Local Emergency Management Officer (LEMO)

## Mid North Weight Of Loads Group

### Function

To minimise pavement damage caused by overloaded vehicles, through enforcement activities thus reducing maintenance and reconstruction costs on roads.

The enforcement of vehicle weight is undertaken by four full time Ordinance Inspectors under the control of the Supervising Engineer from Gloucester Shire. As required, the four Inspectors are supported by two part-time Assistants. Members of the Group includes Member Councils agreeing to jointly employ the six Ordinance Inspectors with other Member Councils.

Gloucester Shire Council administers the Group including any infringements issued on Member Council roads. Costs of this administration including the employment of the Ordinance Inspectors are covered by a grant from the Roads and Maritime Services and from contributions from Member Councils.

### Responsible Directorate

Regional Services

### Membership

Meets as required

TRC Representative: Relevant Council Staff as required.

The Mid North Weight of Loads Group was formed in 1986 and consists of the following New South Wales Local Government Councils:

Armidale Regional	Kempsey Shire	Nambucca Shire	Uralla Shire
Bellingen Shire	Liverpool Plains Shire	Port Macquarie/Hastings	Walcha
Coffs Harbour City	MidCoast	Tamworth Regional	
Dungog Shire	Muswellbrook Shire	Upper Hunter Shire	

Councillor Representative	General Manager or his Nominee
Nil	Manager Transport Operations

## Namoi Peel Customer Service Committee

### Function

The Namoi-Peel Customer Service Committee provides a forum for communication and consultation and its customers. In these forums, the Committees ensure that the interests of all water users are considered when State Water Develops projects, policies and priorities.

The Namoi-Peel Customer Service Committee members and State exchange information so that a positive, constructive and efficient service provider-customer relationship can be maintained.

### Responsible Directorate

Water and Waste

### Membership

Meets Quarterly.

TRC Representative – two Staff members.

### Term

Four Year Term

<b>Councillor Representative</b>	<b>General Manager or his Nominee</b>
Nil	Director Water and Waste
	Manager Water and Environmental Operations

### Refer:

- Services and Infrastructure Committee Meeting 8/04/2008 – Minute No SI022/0

## New England District Emergency Management Committee (DEMC)

### Function

The District Emergency Management Committee (DEMC) is responsible for overseeing the functions of the Local Emergency Management Committees within defined regions and is primarily tasked to review and advise on the plans prepared by the LEMCs. The Chair of the LEMC (a Council staff member) represents the Tamworth LEMC at the DEMC meetings. The DEMC reports to the State Emergency Management Committee.

### Responsible Directorate

Regional Services

### Membership

TRC Representative: Chair of the Tamworth Local Emergency Management Committee (LEMC)

Meets quarterly.

<b>Councillor Representative</b>	<b>General Manager or his Nominee</b>
Nil	Council's Local Emergency Management Officer (LEMO)

## Northern Inland Regional Waste Group

### Function

A voluntary Local Government Networking Group that was established in July 1998 to specifically address waste management issues on a regional level.

### Responsible Directorate

Water and Waste

### Membership

The Group meets quarterly.

TRC Representative: two Councillors and relevant Council Staff as required.

Councillor Representative	General Manager or his Nominee
Nil	Manager Waste and Resource Recovery

### Refer:

- Ordinary Council Meeting 09/09/2014 – Minute No 268/1

## Namoi Water Alliance

### Function

To promote the collaboration, sharing of ideas, opportunities to work together and improve efficiencies across the member Councils in the delivery of the water and wastewater services.

### Responsible Directorate

Water and Waste

### Membership

Meets monthly as required.

<b>Councillor Representative</b>	<b>General Manager or his Nominee</b>
Nil	Director Water and Waste
	Manager – Water and Environmental Operations
<b>Water and Waste Representatives from</b>	
Tamworth Regional Council	
Gunnedah Shire Council	
Gwydir Shire Council	
Walcha Shire Council	
Liverpool Plains Shire Council	
Invited Guest – Regional Manager North – Local Water Utilities	



## Regional Galleries Association Of New South Wales

### Function

Regional Galleries Association of New South Wales was established in the mid 1970s. Its role encompasses not only lobbying for better infrastructure but also the promotion and professional development of Regional Galleries in New South Wales.

The Association supports member galleries function as community cultural resources by assisting the exhibition touring of work by regional artists to reach new audiences.

The Association is managed by a voluntary Committee comprising of Gallery Directors/Managers elected at an Annual General Meeting.

### Responsible Directorate

Creative Communities and Experiences

### Membership

The Regional Galleries Association of NSW Committee meets every six to twelve months during the year.

TRC Representative: one Staff Member.

Councillor Representative	General Manager or his Nominee
Nil	Director, Tamworth Regional Gallery and Powerstation Museum