

Tamworth Regional Community Safety Working Group

Terms of Reference

Purpose

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.

Meeting Frequency

Meetings of the Tamworth Regional Community Safety Working Group will be held quarterly unless more frequent meetings are required to address specific issues of interest or concern. Written notice will be distributed to the members of the scheduled meetings (with as much notice as practically possible to be given).

Quorum for Meetings

In order to form a quorum for a meeting to proceed, at least half of the working group members plus one, (i.e., a majority of the members), needs to be present. Of this number at least one Councillor is required to be present.

Membership and Terms

The Tamworth Regional Community Safety Working Group shall comprise the following membership:

- A maximum of four (4) Councillors (representatives appointed at the commencement of each Council term);
- the State Member for Tamworth;
- Council officers including Director Liveable Communities, Manager Compliance, Crime Prevention Officer, Manager Cultural and Community Services and Team Leader – Inclusive Community;
- 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.
- Community Representatives
 - A maximum of four (4) representatives from the Tamworth regional community including one, where possible, with a legal/judicial background.

Selection Criteria for Community Representatives (mentioned above)

Ideally community representatives will have:

- demonstrated links to the community through membership of community groups;
- demonstrated understanding of community safety issues, programs or/ and initiatives;
- demonstrated capacity to provide strategic advice to Council on matters relating to community safety;
- demonstrated ability to work as part of a team; and
- demonstrated understanding of meeting process.

Meeting Chair

The Tamworth Regional Community Safety Working Group will be chaired by an elected Councillor of Tamworth Regional Council to be determined at the first meeting following the commencement of each Council term.

Community Access

Representation by members of the Tamworth community is encouraged. Membership by community representatives will be coordinated by inviting 'Expressions of Interest' from the community following the commencement of each Council term.

Co-Opting

The Working Group shall have the authority, where necessary, to seek the expert advice of individuals and groups.

Reporting

The Working Group will have no delegated authority from the Council to make decisions. Recommendations of the Working Group will be reported to a subsequent Council meeting for determination under the Management Accountability of the Director Liveable Communities.

Business Support

Council shall provide administrative support to the Group, plus professional advice/input where required.

Confidentiality

Confidentiality is to be maintained by all members of the Group. Discussions occurring within the Group shall be treated as confidential until the Minutes are reported to Council (where a Council resolution is required) or as agreed for release to the media.

Media

The Chairperson, the Director Liveable Communities and Manager Compliance are authorised to represent and speak on behalf of the Group in any media discussions.