



Agriculture Advisory Committee Terms of Reference

1. Intent

- 1.1 To advise Council on the development of agriculture in the Tablelands Regional Council (TRC) region.

2. Scope

- 2.1 The committee will limit the scope of its advice to those issues affecting Tablelands Regional Councils agricultural and forestry industries and water sector.

3. Powers of the committee

- 3.1 This committee is an advisory committee to Council under Section 264(b) of the *Local Government Regulation 2012*.
- 3.2 The [Advisory Committees Policy](#) applies to this advisory committee.

4. Purpose

- 4.1 The Agricultural Advisory Committee is to provide TRC with information, advice and recommendations from a cross-section of agriculture industries and stakeholders on contemporary issues affecting TRC region agricultural, forestry and water sectors.
- 4.2 To develop and maintain relationships between TRC and representatives of local agricultural, forestry and support industries.
- 4.3 To ensure there is a strategic and long-term approach to agricultural development in the region.
- 4.4 To provide advice on how TRC can better deliver agricultural support, sustainability and biosecurity across its various functions as well as inform policy and practice.
- 4.5 To highlight the important contribution the agriculture industry makes to the community and economy.
- 4.6 Exchange information and plan activities such as capacity building events and external funding opportunities.

5. Role

- 5.1 The committee will provide advice on:

- 5.1.1 farm performance, productivity and future directions
- 5.1.2 initiatives to foster investment, growth and sustainability of TRC agribusinesses
- 5.1.3 increasing agricultural efficiency and identifying barriers to efficiency improvements
- 5.1.4 regulatory reform, including targets for reform and reduction of regulatory burdens
- 5.1.5 export opportunities and challenges for TRC agribusinesses
- 5.1.6 infrastructure priorities for continued growth
- 5.1.7 strategic priorities and long-term planning for research and development investments
- 5.1.8 approaches to addressing the agricultural production and communication challenges arising from changing consumer and community values
- 5.1.9 biosecurity issues
- 5.1.10 other advice on agricultural and water issues.

6. Membership

- 6.1 The committee is chaired by a TRC Councillor or their delegate.
- 6.2 Members of the committee may include any persons (2) with an interest in the development and carriage of agricultural activity throughout the TRC.
- 6.3 The committee may seek the advice of persons with a specialist knowledge and invite them to attend relevant meetings.

7. Committee term

- 7.1 The term of the committee shall conclude on the day of the quadrennial election in 2024.

8. Meetings

- 8.1 Meetings will be held once at least once per year, or as required, at a time and location that suits members.
- 8.2 The committee member hosting the meeting are encouraged to provide a short presentation and tour on agricultural issues for their industry. Tours of agricultural venues can be considered as part of the meeting program and are subject to the chair's approval.
- 8.3 Out of session meetings between members are encouraged to progress actions and take advantage of opportunities for synergies with the work of other partner agencies.
- 8.4 Administrative support is provided by TRC. This includes secretariat support and meeting administration costs such as venues etc.
- 8.5 A draft agenda for each meeting will be prepared by TRC four weeks before a meeting. The final agenda and papers will be circulated to all committee members two weeks prior to the meeting. If additional items are proposed for discussion after the agenda is finalised, this will be resolved by the chair.

9. Reporting

- 9.1 Pursuant to the Local Government Regulation to keep minutes, the minutes will be presented to Council at the next available Ordinary Meeting and the committee will provide a report to Council at the end of each financial year, or otherwise as the need arises.

10. Evaluation of performance

- 10.1 The committee will undertake an annual assessment of performance against the Terms of Reference.

11. Responsibility

- 11.1 Council is responsible for the adoption, amendment and repeal of the Terms of Reference and the Chief Executive Officer is responsible for the development and amendment of any associated procedures and guidelines.

12. Review

- 12.1 It is the responsibility of the Chief Executive Officer to monitor the adequacy of the Terms of Reference and recommend appropriate changes. This Terms of Reference will be formally reviewed every three years or as required by Council.

This Terms of Reference is to remain in force until otherwise amended/repealed by resolution of Council.