



Rail Trail Advisory Committee Terms of Reference

1. Intent

- 1.1 To advise Council on the management and development of the Rail Trail in in the Tablelands Regional Council (TRC) region.

2. Scope

- 2.1 The committee will limit the scope of its advice to Rail Trail matters in the Tablelands Regional Council area.

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 Rail Trail Advisory Committee is to provide TRC with information, advice and recommendations.
- 4.2 To develop and maintain relationships between TRC and Rail Trail representatives and interested parties.
- 4.3 To inform a strategic and long-term approach to Rail Trail management and development in the region.
- 4.4 To facilitate and improve communication between the various groups with interest in the Rail Trail.
- 4.5 To facilitate and inform external grant funding opportunities.

5. Membership

- 5.1 Members will have an interest in the ongoing management and development of the Rail Trail and the health and wellbeing, economic, tourism and social benefits Rail Trails bring to our community.
- 5.2 Members:
- 5.2.1 TRC Councillor or their delegate (Chair)
 - 5.2.2 TRC Councillor (Member)
 - 5.2.3 Secretary (TRC Officer) non-voting

5.2.4 Manager Strategic Assets (TRC)

5.2.5 Community Services Officer (TRC)

5.2.6 Up to ten community members (minimum 6)

5.2.5.1. Of the ten, specific invitations to be sent to the Traditional Owners, Department of Transport Main Roads and a representative of Mareeba Rail Trail Group.

5.3 The committee may seek the advice of persons with specialist knowledge and invite them to attend a meeting.

6. Committee term

6.1 The term of the committee is two years.

6.2 By Council resolution, the committee may be renewed with the same membership or expressions of interest called for positions.

7. Meetings

7.1 Meetings will be held every three months at a time and location that suits members.

8. Reporting

8.1 Pursuant to the Local Government Regulation to keep minutes, the minutes of each meeting, including any proposed actions requiring endorsement, will be presented to Council at the next available Ordinary Meeting.

8.2 The committee, through the Council Officer, will provide a report to Council at the end of each financial year including actions and outcomes.

9. Evaluation of performance

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

10. Responsibility

10.1 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.

11. Review

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.