

## 1. Intent

- 1.1 To advise Council on the creation of the Tablelands Region Cycling Strategy 2023-33.

## 2. Scope

- 2.1 The terms of reference apply to Councillors, committee members and staff of Tablelands Regional Council (TRC).

## 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 Advise Council on the development of the Tablelands Region Cycling Strategy which will contribute to increased participation in recreational cycling to support health and wellbeing, economic, tourism and social benefits for our community.
- 4.2 Provide timely feedback to ensure there is input from community and interested stakeholders into the development of the Strategy.

## 5. Membership

- 5.1 Members will have an interest in cycling and /or health and wellbeing, and the economic, tourism and social benefits of recreation cycling 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 Up to ten community members (minimum 6)
- 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 for the duration of the Tablelands Region Cycling Strategy development, March to August 2023.

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## 7. Meetings

7.1 Meetings will be held monthly from March to August 2023 or as required.

## 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 a performance assessment against the Terms of Reference at the end of the committee term.

## 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 is to remain in force until the adoption of the Tablelands Region Cycling Strategy 2023-33.**