



Traffic Advisory Committee Terms of Reference

1. Intent

- 1.1 To advise Council on the development of transport and traffic strategies and plans to align with the National Road Safety Strategy, Queensland Road Safety Strategy and supporting action plans.

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 Provide a framework for Council to implement road improvement strategies and local initiatives with inter-agency representation and support.
- 4.2 Provide feedback to the FNQ Regional Roads and Transport Group to influence the road safety agenda and direction of initiatives.
- 4.3 Provide a platform for development of local policies and initiatives consistent with the Queensland Road Safety Strategy.
- 4.4 Review changes to relevant legislation.
- 4.5 Consider the effects on safety, traffic and transport operations of any major events or works planned in the region.
- 4.6 Consider any major changes to the configuration of the road environment or surrounding property usage that may affect the ability of the road to function safely and effectively as designed.
- 4.7 Provide opportunities for private and not-for-profit sectors to be involved in discussions and decision-making processes.

5. Membership

- 5.1 Members will be limited to key road safety partner agencies operating within the Tablelands region.
- 5.2 Members:

- 5.2.1 Secretary (TRC Officer, non-voting member)
 - 5.2.2 TRC Councillor or their delegate (Chair)
 - 5.2.3 TRC General Manager Infrastructure & Planning or their delegate
 - 5.2.4 TRC Manager Roads and Projects or their delegate
 - 5.2.5 Two Department of Transport and Main Roads representatives
 - 5.2.6 Queensland Police Service representative
- 5.3 The committee may seek the advice of persons with a specialist knowledge and invite them to attend a meeting.

6. Committee term

- 6.1 Ongoing to support operational requirements and collaboration with partner agencies.

7. Meetings

- 7.1 Meetings will be held four times a year in March, June, September and December from 11.30am to 12.30pm at the TRC offices in Atherton.
- 7.2 Out of session meetings between specific members are encouraged to progress actions and take advantage of opportunities for synergies with the work of other partner agencies.

8. Reporting

- 8.1 The committee, through the Council Officer, will provide a report to Council at the end of each financial year including actions and outcomes, and when recommendations require Council endorsement.

9. Evaluation of performance

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

10. Responsibility

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.