



Youth Advisory Committee Terms of Reference

1. Intent

- 1.1 To provide youth with a mechanism for communicating with Council on current and emerging themes impacting young people in the region, and to provide oversight and input into the Tablelands Youth Strategic Plan.

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 To guide Council on the development and implementation of the Tablelands Youth Strategic Plan.
- 4.2 To build young people's leadership skills and civic participation through the committee's activities.
- 4.3 To provide youth perspective and feedback on regional issues.
- 4.4 To facilitate more effective communication between Council and youth.
- 4.5 To identify and promote community events that provide an opportunity for members to engage with the community.

5. Membership

- 5.1 Youth members must ordinarily reside in the Tablelands region aged between 15 to 25 years.
- 5.2 Members who are over 18 years must obtain and hold a current Blue Card for working with children.
- 5.3 Members:

- 5.3.1 Secretary (TRC Officer) non-voting
- 5.3.2 TRC Councillor or their delegate
- 5.3.3 A minimum of six youth
- 5.4 Every effort will be made to ensure membership reflects the diversity of young people living in the Tablelands region, inclusive of gender, ability and culture.
- 5.5 The committee may seek the advice of persons with a 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 quarterly at a time and location that suits members.

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.