



DOC25/402151-7

Mr Mitch Gillogly
Team Leader – Strategic Planning
Tamworth Regional Council

By email: m.gillogly@tamworth.nsw.gov.au

12 June 2025

**EPA Response – Public Exhibition
Draft Tamworth Regional Rural Lands Strategy**

Dear Mr Gillogly,

Thank you for providing the NSW Environment Protection Authority (EPA) with the opportunity to comment on the draft *Tamworth Regional Rural Lands Strategy (Rural Strategy)*.

The EPA acknowledges the Traditional Custodians of the Tamworth area, the Kamilaroi/Gomeroi people. We encourage continued meaningful engagement with the Aboriginal community when planning for land use across the region.

We have reviewed the Rural Strategy and understand that it outlines a vision for land use within rural areas of Tamworth Local Government Area (LGA). The strategy aims to support rural housing and the growth of emerging and expanding industries, while effectively managing potential land use conflicts. Alongside relevant State, Regional and local policies and strategies, the Rural Strategy will help guide planning decisions and inform changes to Tamworth Regional's Local Environmental Plan and Development Control Plan.

The EPA has an interest in planning matters such as strategies, rezonings, legislation and policies that may pose a significant risk to the environment and human health. This includes planning matters that involve locating sensitive receivers close to existing activities operating under an environment protection licence (EPL) issued by the EPA, such as the cluster of EPLs near Tamworth Airport.

Our comments and recommendations are provided in **Appendix A** and are intended for consideration by Council in refining the Rural Strategy to deliver improved environmental outcomes and reduce potential land use conflicts.

If you have any further questions about this submission, please contact Kim Stuart in the Strategic Planning Unit at environmentprotection.planning@epa.nsw.gov.au.

Kind regards

A handwritten signature in black ink, appearing to read 'Chris Marsh', is positioned above the printed name.

Chris Marsh
**A/Unit Head – Environment Protection Planning
NSW Environment Protection Authority**

NSW Environment Protection Authority
As the environmental steward and regulator of our
State we are committed to a sustainable future.
Join us on our mission to protect tomorrow together.

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Appendix A – EPA comments and recommendations

Land use conflict – Scheduled activities

Scheduled activities, are activities listed within [Schedule 1 of the Protection of the Environment Operations Act 1997](#) (POEO Act). Facilities undertaking scheduled activities must hold an EPL issued by the EPA to operate.

In Tamworth, approximately 35 facilities are regulated by the EPA, of which 20 are related to agriculture.

The Rural Strategy highlights the importance of agriculture, particularly the production and processing of beef, lamb and poultry to the Tamworth Regional economy. A key objective of the strategy is to protect this industry and its planned growth from land use conflict. To achieve this, it proposes several amendments to the Tamworth Regional Local Environmental Plan 2010, including limiting secondary dwellings on rural land identified as important for agriculture.

However, a review of the *Planning Proposal – Secondary Dwellings in Certain Rural Lands* (Tamworth Regional Council, 1 May 2025) shows that secondary dwellings may be permitted, subject to development consent, on and near to several agricultural and supporting facilities within the suburbs of Wallamore and Westdale, just north of Tamworth Airport. Some of these facilities hold an EPL, including:

- Tamworth Regional Livestock Exchange (EPL 20133), Tamworth's only cattle and sheep saleyard.
- Meat processing and rendering plants; including Teys Australia (EPL 1328), Baiada Poultry (EPL 7566) and Thomas Foods International (EPL 11218). These are the only licensed rendering plants currently operating within the Tamworth region.
- Tangaratta Stockfeeds Pty Limited (EPL 2775); a feed mill located in Wallamore.
- Baiada Poultry (EPL 10864); bird accommodation along Bowlers Lane, Tamworth.
- Tamworth Sewage Treatment System (EPL 1600).

These facilities generate odour, noise, and air emissions. Permitting additional sensitive receivers nearby may increase the risk of land use conflict, increase regulatory oversight, and add pressure on existing licensed facilities to manage and mitigate their environmental impacts.

The EPA recommends Council consider whether the planning control measures proposed in the Rural Strategy are sufficient to avoid and mitigate potential land use conflicts with EPA regulated facilities, particularly from additional dwellings that may be developed within the suburbs of Wallamore and Westdale.

A list of EPA regulated facilities and their locations can be obtained from the EPA's [POEO public register](#) and within [an excel spreadsheet that can be found on our website](#). The excel spreadsheet can be used to filter facilities regulated by the EPA by local government area, suburb and activity type.

Waste and sewer management

The EPA notes that a consistent objective across regional and local strategic planning documents for Tamworth is to expand the agribusiness and food processing sectors. Both the *New England North West Regional Plan 2041* and the draft Namoi Regional Job Precinct (RJP) documents acknowledge that growth in these industries will need to be supported by adequate services including but not limited to waste and sewer infrastructure.

The Namoi RJP *Policy Review Report* (Ramboll, May 2025) suggests that councils consider including a clause in their LEPs requiring essential services be confirmed as available before granting development approval for intensive agriculture industries.

The Rural Lands Strategy identifies the number of existing waste facilities in the Tamworth region and the need to protect Forest Road Waste Management Facility; the region's primary landfill and organic processing facility. However, it does not address how and when new waste and sewer infrastructure will be planned and delivered.

The EPA recommends that Council considers:

- The capacity of existing sewage network to accommodate additional flows from population growth and industrial expansion. Where upgrades to infrastructure is required, particularly for a sewage treatment system regulated by the EPA, early consultation with us is advised.
- Whether current waste infrastructure is resilient and can adequately support Tamworth Region's growing population, the anticipated expansion of the agribusiness and food processing sector including the management of mass livestock mortality events, and waste generated from natural disasters.
- Developing and implementing a proactive system to ensure the sewage network and waste infrastructure maintains sufficient capacity to meet the long-term needs of the Tamworth Region.
- Alignment with the NSW Government's waste recovery targets, including:
 - Recovering 80% of all waste streams by 2030.
 - Halving the amount of organic waste sent to landfill by 2030, as outlined in the *NSW Waste and Sustainable Materials Strategy 2041, Stage 1: 2021–2027* (DPIE, 2021).

Mitchell Gillogly

From: Development North <Development.North@transport.nsw.gov.au>
Sent: Thursday, 5 June 2025 11:25 AM
To: Mitchell Gillogly
Cc: 'Nell O'Brien'; Andrew Spicer; 'Andrew Donald'
Subject: TfNSW Advice - RE: Public Exhibition of the Draft Tamworth Regional Rural Lands Strategy - Agency Referral and Roundtable Briefing (TfNSW Reference: NTH25/00202)

Good Morning Mitch,

I refer to your invitation to Transport for NSW (TfNSW) on 02 May 2025 to provide comment on the draft *Tamworth Regional Rural Lands Strategy* (TRRLS).

TfNSW has reviewed the draft TRRLA (dated April 2025) prepared by Gyde Consulting on behalf of Tamworth Regional Council. TfNSW provides the following comments for Council's consideration:

1. Focus Area 1 discusses scope to reduce the lot sizes for large areas of rural land, often in areas directly adjoining or relying on access via important freight corridors, particularly the New England Highway and Fossickers Way.
 - a. This has the potential to increase the capacity for rural subdivision and/or housing overtime and introduce additional sensitive receivers in proximity to freight corridors. The interface between residential receivers and freight corridors must be well planned to minimise potential amenity impacts.
2. Focus Area 3 relates to improving the safety and efficiency of inter and intra-regional transport links.
 - a. Tamworth Regional Airport
 - i. Freight handling capacity is currently offered through Qantas and Council have identified expansion of air freight capacity at the Airport as a key opportunity. Evaluating the feasibility of this proposal will offer an opportunity to identify demand for air freight export, considering mode contestability and overall economic viability.
 - b. Western Freight Link
 - i. TfNSW recommend Council further consider identifying that the link also greatly improves the resilience of the transport network, particularly when flooding at Timbumburi Creek cuts the Oxley Highway.
 - c. Eastern Detour
 - i. TfNSW acknowledge an alternate heavy vehicle detour would be advantageous and support the proposal to *continue engaging with Energy Co. and TfNSW to investigate routes for the Tamworth Eastern Detour* (Action 3.3).
 - ii. TfNSW advise, EnergyCo is currently in the early stages of planning a route from the Port of Newcastle to the New England Renewable Energy Zone (NE REZ) for the transportation of Over Size Over Mass (OSOM) components for Wind Farm Generators that cannot be transported on the current network. There is currently no funding to complete these investigations or to undertake construction.
 - iii. TfNSW recommend the Eastern Detour be considered as a route option for further investigation (only) for the NE REZ.
 - d. Figure 12 - Key Transport Network
 - i. Figure 12, and the broader draft Strategy recognises the Restricted Access Vehicle network. TfNSW recommend further consideration be given to acknowledging the Performance Based Standard network and Council's participation in the Farm Gate Access network which support more productive freight movements for agricultural products.
 - ii. TfNSW recommend labelling for "Railways" be adjusted to read Country Regional Network – Operational and Country Regional Network – Non-operational (where applicable) to be consistent with TfNSW naming conventions and clarify network management arrangements.

3. Focus Area 5 includes considerations for Temporary Worker Accommodation.
 - a. Reference is made to *NSW Government announced reforms* (in January 2025), to *fast-track housing for construction workers in renewable energy zones*. To ensure any fast-tracked processes consider all relevant traffic matters when identifying potential future sites and associated infrastructure to support any future temporary worker accommodation developments or associated facilities, TfNSW recommend Action 5.4 be updated further to include engaging with TfNSW during the preparations of Council's future *Temporary Workforce Accommodation Strategy* and ensuring the future Strategy aligns with the [Guidelines for Construction Workers Accommodation](#).
4. Further advice to Council:
 - a. An updated [Heavy Vehicle Access Policy](#) has been released by TfNSW which outlines access targets for State Roads and a range of actions, some of which include engaging with local government in relation to developing end-to-end networks and network capacity and capability.
 - b. Council may wish to further recognise targeted funding opportunities available to councils for local and regional roads – for instance, the federally funded *Safer Local Roads and Infrastructure Program*.

Please do not hesitate to contact me should you wish to further discuss.

Regards,

Katrina Wade

Case Officer Development Services North
Transport Planning | Planning Integration & Passenger
Transport for NSW

T 1300 207 783 E development.north@transport.nsw.gov.au

W transport.nsw.gov.au | W [TfNSW Private Development](#)

Grafton Regional Office, Region North
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I work flexibly. Unless it suits you, I don't expect you to read or respond to my emails outside of your normal work hours.



Transport
for NSW



I recognise and acknowledge that modern New South Wales is an overlay on Aboriginal land and that many of the transport routes of today follow songlines Aboriginal people have followed for tens of thousands of years. I pay my respects to the Aboriginal people of NSW and Elders past and present.
Please consider the environment before printing this email.

OFFICIAL

From: Mitchell Gillogly <m.gillogly@tamworth.nsw.gov.au>
Sent: Friday, 2 May 2025 7:43 AM
To: Court Walsh <Court.Walsh@transport.nsw.gov.au>
Cc: Development North <Development.North@transport.nsw.gov.au>; 'Nell O'Brien' <nello@gyde.com.au>; Andrew Spicer <a.spicer@tamworth.nsw.gov.au>; 'Andrew Donald' <AndrewD@Gyde.com.au>

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Mitchell Gillogly

From: David Koppers <David.Koppers@energyco.nsw.gov.au>
Sent: Thursday, 5 June 2025 10:03 AM
To: Mitchell Gillogly
Cc: Jordan Kirk; Barry McGrattan; Michael Burden; Ania Dorocinska
Subject: Draft Tamworth Regional Rural Lands Strategy

Good morning Mitch

Thank you for providing EnergyCo with the opportunity to review the Draft Tamworth Regional Rural Lands Strategy.

Following a review of the draft strategy, EnergyCo confirms that it has no formal comments to make but would appreciate being kept up to date on the following action items as they develop:

- Action 5.4 'Prepare a Temporary Workforce Accommodation Strategy to support the rural industries and NE REZ' and
- Action 8.2 'to 'Complete the Tamworth Water Security Plan and where relevant, outcomes should be introduced into the Tamworth Regional LEP 2010 and Tamworth Regional DCP 2010.'

Regards

David Koppers

Manager Planning (New England)
Planning and Communities

Energy Corporation of NSW (EnergyCo)

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EnergyCo

I acknowledge the traditional custodians of the land and pay respects to Elders past and present. I also acknowledge all the Aboriginal and Torres Strait Islander staff working with NSW Government at this time.

Proudly supporting Diversity and Inclusion.



Department of Climate Change, Energy, the Environment and Water

Our ref: DOC25/436250
Your ref: Draft Rural Lands Strategy

Mitchell Gillogly
Team Leader – Strategic Planning
Tamworth Regional Council
m.gillogly@tamworth.nsw.gov.au

Dear Mitchell

Draft Tamworth Regional Rural Lands Strategy – May 2025 Exhibition

Thank you for your email dated 7 May 2025 to the Conservation Programs, Heritage & Regulation Group (CPHR), formally known as Biodiversity, Conservation and Science Group (BCS), of the NSW Department of Climate Change, Energy, the Environment and Water (NSW DCCEEW) inviting comments on the draft Tamworth Regional Rural Lands Strategy ('Strategy').

We have reviewed the draft Strategy and are supportive of the intent to provide a framework to guide decision making around land use planning and development in rural lands.

1. Biodiversity

Focus Area 7 of the Strategy is to 'Protect and improve environmental, scenic and heritage values in rural areas'. Prioritising avoidance of development in areas of High Environmental Value (HEV) in the first instance is key to meeting this focus area.

CPHR note that Council is currently undertaking a Biodiversity Baseline Study across the Tamworth Local Government Area (LGA). Action 7.1 of the Strategy is *Complete the Tamworth Regional Biodiversity Baseline Study and amend the TRLEP 2010 and TRDCP2010 by introducing a terrestrial biodiversity clause and accompanying mapping based on the outcomes of the study*. CPHR support this action and encourage ongoing communication with us to discuss identification of HEV.

2. Flooding

It is noted that Action 8.2 of the Strategy is *Continue to review and update Council's flood studies and plan in accordance with the NSW Flood Risk Management Manual Framework*. CPHR encourage ongoing communication with us to discuss preparation of flood studies associated with the Strategy

Please do not hesitate to contact Michelle Howarth, Senior Conservation Planning Officer, via michelle.howarth@environment.nsw.gov.au or 02 6883 5339.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Liz Mazzer'.

Liz Mazzer
A/Senior Team Leader Planning North West
Conservation Programs, Heritage & Regulation

4 June 2025

rog.nw@environment.nsw.gov.au | environment.nsw.gov.au | 1

Department of Planning, Housing and Infrastructure



Our ref: IRF25/1222

Mr Paul Bennett
General Manager
Tamworth Regional Council
PO Box 555
Tamworth NSW 2340

Via email: trc@tamworth.nsw.gov.au
m.gillogly@tamworth.nsw.gov.au

16 June 2025

Subject: Draft Tamworth Regional Rural Lands Strategy

Dear Mr Bennett

Thank you for the opportunity to review and provide feedback on the Draft Tamworth Regional Rural Lands Strategy (April 2025). I commend Council for its ongoing commitment to strategic planning and for establishing a considered framework to manage Council's rural lands.

The following comments are offered for Council's consideration in finalising the strategy:

- Council should ensure the final strategy is consistent with all relevant state environmental planning policies, section 9.1 Ministerial Directions and the New England North West Regional Plan 2041. Inconsistencies will need to be detailed and justified when the strategy is submitted for the Department's approval;
- The strategy should define and map important farmland and consider the appropriate zoning regime and land use tables (ie. RU1 Primary Production for important farmland and RU2 Rural Landscape or RU4 Primary Production Small Lots for other rural lands). Where change is proposed, the strategy should justify how that change supports the agricultural enterprises desired for that area;
- The strategy should consider and confirm in detail the economic viability of the proposed lot sizes for agricultural production in the Eastern and South Western Rural Lands in consultation with DPIRD - Agriculture and the impact on potential land use conflict from additional dwellings should they be adopted;
- indicative lot yields for areas subject to minimum lot size changes should be included and detailed in the final strategy;
- The statement that renewable energy is likely to result in land use conflict for many rural landholders and communities should be amended as it is considered that it is possible for these

uses to co-exist subject to an appropriate assessment at the development stage based on the site-specific circumstances and a determination of whether any potential impacts can be appropriately mitigated;

- The strategy be amended to refer to 'dwelling opportunity' rather than 'dwelling entitlement' to clarify that dwellings are not an entitlement but rather there is an opportunity to lodge an application to be considered on its merits;
- the final strategy considers and includes appropriate discussion on how the proposed expanded 10ha equine industry areas will be maintained for equine purposes and not become de facto rural residential / lifestyle areas;
- That the 'preliminary mapped scenic values' and 'investigation area – RU2 Rural Landscape Zone' mapping be combined into a single 'scenic investigation' layer for better clarity and the evidence used to identify these initial areas be detailed in the final strategy; and
- Consultation with DPIRD – Agriculture, NSW Natural Resources Access Regulator (NRAR), Energy Co and Transport for NSW be undertaken to inform the preparation of the final strategy.

If you have any questions in relation to this matter, I have arranged for Mr Jon Stone to assist you. Mr Stone can be contacted on 5778 1488.

Yours sincerely



Craig Diss
Director, Hunter and Northern Region
Local Planning and Council Support

Department of Primary Industries
and Regional Development



OUT25/6445

Mr Paul Bennett
General Manager
Tamworth Regional Council
PO Box 555
TAMWORTH NSW 2340

Attention: Mitch Gillogly
m.gillogly@tamworth.nsw.gov.au

Draft Tamworth Regional Rural Lands Strategy

Dear Mr Bennett

Thank you for your correspondence of 22 May 2025 and the opportunity to provide comments on the Draft Tamworth Regional Rural Lands Strategy (RLS).

Agriculture plays a vital role in supporting state, regional, and local economies and communities, and is a highly important and valuable sector within the Tamworth LGA. The NSW Department of Primary Industries and Regional Development, Agriculture and Biosecurity, (the Department) collaborates and partners with our stakeholders to protect and enhance the productive and sustainable use and resilience of agricultural resources and the environment.

The Department's advice is guided by section 4.15(1) of the Environmental Planning and Assessment Act 1979 (EP&A Act), which requires a consent authority to evaluate a project's potential environmental, social, and economic impacts, as well as the public interest. Sections 1.3(a) and (b) of the EP&A Act emphasise ecologically sustainable development (ESD) in land use decision-making, which includes responsible resource management that benefits both present and future generations, as well as climate change adaptation.

The Department has reviewed the Draft RLS. Council is commended for undertaking an extensive strategic process targeting rural lands. The recognition and promotion of the value of agriculture in the region is noted, with the draft document providing a range of actions that will support the growth of agriculture in the LGA.

The Department, however, is not supportive of certain proposed amendments to the Tamworth Local Environmental Plan 2010 (LEP) that are considered to be in contrast to the objectives and vision of the Strategy. These amendments are considered inconsistent with the New England North West Regional Plan and Section 9.1 and 9.2 Ministerial Directions, and pose a high risk to existing and

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future agricultural production in parts of the LGA. Furthermore, no consideration has been given to the cumulative impacts on agriculture from the proposed amendments.

Minimum Lot Size

The Department **does not support** reducing the Minimum Lot Size (MLS) across large tracts of the rural landscape within the LGA, as proposed for Areas 1, 2, 6, 7, and 9b.

Part of the argument for MLS reduction in some of the areas was based on the current minimum lot sizes in bordering LGAs. The MLS set in other LGAs should not be the premise for amending the MLS in Tamworth LGA. Each LGA should consider the appropriateness of the MLS in relation to their vision and objectives, as well as its applicability to agriculture within their area. There is insufficient evidence provided to justify the reduction in MLS in these areas, and it is disparate to the general trend of farm consolidation that is occurring across the LGA to achieve:

- scale,
- appropriate separation distances from sensitive receivers to reduce land use conflict risk,
- increased resilience to climate change (in particular drought), and
- increased overall productivity and profitability for agricultural industries.

Additionally, the LGA already has a range of smaller landholdings available for rural industries requiring smaller land sizes, as demonstrated in Figures 7 and 8 of the RLS.

The Department's Planning for Agriculture in Rural Land Use Strategies Guide (2022) provides some key principles for developing a rural land strategy that these proposed amendments are considered inconsistent with as follows:

- Maintaining large lot sizes in rural areas is generally considered beneficial for agriculture. Larger lot sizes enable economies of scale to be achieved in agricultural production and land management and deter the purchase of rural land solely for rural lifestyle purposes. A large MLS can prevent further fragmentation of rural land for residential purposes and in doing so limit the number of new sensitive receptors (dwellings) in primary production areas. This benefits not only agricultural operations but also minimises the burden on local government for providing services and infrastructure to service dwellings in rural areas.
- Once land is subdivided and construction of a dwelling is permitted or occurs it is more difficult to consolidate lots for agricultural purposes because the value of the dwelling becomes part of the economic consideration.

A Rural Land Strategy should:

- limit fragmentation of rural land to allow for adaptation measures such as expansion or shifting of agricultural operations, provision of buffers, and provision of ecosystem services on a farm.
- not undermine existing safeguards for the maintenance of productive agricultural land and/or industries.
- recognise existing intensive agriculture production areas and rural industries and/or proposed operations, especially those located outside of mapped State Significant

Agricultural Land (SSAL), and ensure these are protected from encroachment by incompatible land uses.

- recognise the need to maintain greater separation distances to allow the expansion or intensification of existing individual intensive agriculture practices within the site of their established operations to maintain market share and economic viability.
- recognise the need to prevent the encroachment of incompatible land uses on existing intensive agriculture operations to minimise potential land use conflict and adverse impacts on the agricultural operation.

R5 Large Lot Residential Investigation Areas

The Department **does not support** the inclusion of R5 Large Lot Residential investigation areas as is proposed for Areas 4 and 8.

The Department's Planning for Agriculture in Rural Land Use Strategies Guide (2022) states that:

Planning for rural residential development should not be a focus of a rural land strategy. Rural residential development has the potential to conflict with valuable agricultural or environmental land and requires services and infrastructure that are not as cost-efficient to deliver as in urban residential areas.

Rural residential development should be considered in the context of the entire housing needs of the community. The need for rural residential development should only be considered when it can be assessed against the alternatives of increased density and differing housing choices in existing urban areas. The appropriate context for this consideration is a housing strategy, rather than a rural land strategy.

A rural land strategy should not focus solely on providing housing in rural areas. Future housing demand and supply should be addressed in a whole-of-LGA housing strategy to ensure that housing is provided in the most appropriate and efficient manner for the community. A strategic approach to limiting housing in rural areas will provide certainty to landowners and the community, allowing for the protection of mineral resources and productive agricultural land.

Introduction of a RU2 Rural Landscape Zone

The introduction of a RU2 Rural Landscape zone into the Tamworth LEP is supported, as this provides greater flexibility in the application of permissible uses on lesser-quality lands in the LGA. However, it is essential that these lands are identified accurately. The current RU2 area being considered contains irrigated cropping lands, which should be zoned RU1 Primary Production.

The RU1 Primary Production zone should be used for the highest quality agricultural land in an LGA. Other rural zones (RU2 Rural Landscape, RU4 Primary Production Small Lots, and RU6 Transition) should be used where appropriate to provide differentiation of planning controls that suit the characteristics of the land. However, all rural land can contribute to agricultural production and the zone objectives and permissibility of agricultural land uses in the RU2, RU4 and RU6 zones should reflect this ability. (Planning for Agriculture in Rural Landuse Strategies 2022).

Secondary dwellings

The Department does not support the inclusion of secondary dwellings as a 'permissible with consent' land use in the RU1 Primary Production and RU4 Primary Production Small Lots as referred to in Action 5.1 of the RLS and the recent Planning Proposal 2024-2541. We refer to our previous correspondence (OUT25/7198), dated 27 June 2025, for further advice on this matter.

Specific advice for each proposed amendment and action detailed in the RLS is provided in Appendix 1 and 2 of this letter.

Should you require clarification on any of the information contained in this response, I have arranged for Selina Stillman, Agricultural Land Use Planning Officer, to assist you. Selina can be contacted by 0412 424397 or by email at landuse.ag@dpird.nsw.gov.au.

Sincerely



Jason Crean
Group Director Climate and Natural Resources
Agriculture and Biosecurity
Department of Primary Industries and Regional Development

4 July 2025

Encl: Appendix 1 – RLS Proposed Amendment
Appendix 1 – RLS Proposed Actions

APPENDIX 1 – RLS Proposed Amendments

RLS Proposed Amendment	DPIRD Comment
<p>Area 1 Eastern Rural Lands – Proposed amendment to reduce the Minimum Lot Size (MLS) to 400ha</p>	<p>Not supported</p> <p>While it is recognised that parts of Area 1 have higher constraints for agriculture than some other parts of the LGA, the area is still considered highly important for agricultural production.</p> <p>Land capability refers to the inherent physical capacity of land to sustain a range of land uses and management practices over the long term without degrading soil, land, air, and water resources. The Land and Soil Capability Assessment Scheme (LSC) (Second Approximation) evaluates land according to eight biophysical features. The most limiting factor determines the final LSC Class; hence, areas identified with 'limitations' may be suitable for a range of agricultural land uses, where appropriate land management is applied to address the most limiting factor.</p> <p>It should be noted that Area 1 contains large areas of Class 4 lands considered suitable for a range of agricultural land uses. These lands are also a valuable resource for the livestock industry, with Tamworth LGA ranked #1 in the State for beef cattle production.</p> <p>As with all data, there are limitations with the LSC mapping. Area 1 contains land classified as Class 5, which has only one biophysical characteristic that provides the classification, for example, acidification, which can be managed with the application of lime. The remaining characteristics are Class 4 or higher. So, ruling out all Class 5 as having severe limitations can be detrimental to the LGAs primary production.</p> <p>Furthermore, some industries, in particular intensive livestock industries, are less dependent on biophysical factors; however, they require sufficient separation distances from neighbouring dwellings to ensure adequate buffers between land uses.</p> <p>The argument that the minimum lot size should be reduced based on the land being of lesser biophysical quality is not supported. Scale is an important factor to ensure agricultural production remains viable in this area, particularly given climate change implications, including the increased frequency of drought.</p> <p>Reducing the minimum lot size will also reduce the maximum harvestable rights for a property. Harvestable rights allow landholders (owners or occupiers of land) to capture and store a proportion of the rainfall runoff from their landholding in one or more harvestable rights dams without a water access licence, water supply work approval or water use approval.</p> <p>The combined volume of all dams (or parts thereof) on a landholding that capture and store harvestable rights water cannot exceed the maximum harvestable rights dam capacity. For landholdings located in coastal-draining catchments and central-inland draining catchments of NSW, the calculator determines a dam capacity based on 10% of the average annual regional rainfall runoff from a landholding (Water NSW 2025).</p> <p>The calculator uses the size of the landholding to calculate the maximum harvestable right. Reducing the size of the landholding will significantly reduce the water available for agricultural production in this area, which will have a detrimental impact on agricultural production and will impact the viability of agriculture in the area.</p> <p>Reducing the MLS will fragment this high-quality agricultural resource and reduce buffer distances for sensitive receivers. Reducing the MLS enables an increase in rural housing, which is likely to have a significant impact on agricultural production and increase the potential for land-use conflicts. This is inconsistent with the 9.1 and 9.2 Ministerial Directions and the NENW Regional Plan 2041. The proposed amendment will lead to even further impacts with the area also subject to a Planning Proposal to permit secondary dwellings in RU1 Primary Production and RU4 Primary Production Small Lots</p>

APPENDIX 1 – RLS Proposed Amendments

	<p>zones. This will lead to a proliferation of dwellings across the rural landscape that will have significant and generational impacts for the agricultural sector and the local community.</p>
<p>Area 2 South Western Rural Lands – Proposed amendment to reduce the Minimum Lot Size (MLS) to 200ha</p>	<p>Not supported</p> <p>It is acknowledged that these lands contain inherent biophysical characteristics that provide ideal conditions for a range of agricultural activities. Reducing the MLS will fragment this quality agricultural resource and reduce buffer distances with sensitive receivers. Reducing the MLS enables an increase in rural housing that is likely to have a significant impact on agricultural production and increase the potential for land use conflict. This is inconsistent with the 9.1 and 9.2 Ministerial Directions and the NENW Regional Plan 2041. The proposed amendment will lead to even further impacts with the area also subject to a Planning Proposal to permit secondary dwellings in RU1 Primary Production and RU4 Primary Production Small Lots zones. This will lead to a proliferation of dwellings across the rural landscape that will have significant and generational impacts for the agricultural sector and the local community.</p> <p>Land consolidation has been observed as a growing trend in Tamworth LGA both by Council and supported by research from the University of Sydney. This is also reflected in the holdings map (Figure 8 of the draft RLS).</p>
<p>Area 3a – Proposed amendment to reduce the MLS to 10ha on land bound by Meadows Lane, the New England Highway, Kia Ora Lane and Gowrie Road to support the emerging equine industry south of the Australian Equine and Livestock Events Centre (AELEC)</p>	<p>It is noted that parts of Kingswood to the north of Area 3A are the subject of a separate structure planning process currently being undertaken by Council, with future land use planning amendments to be a potential outcome of this process. It is also recognised that Area 3b directly adjacent to Area 3a has a current MLS of 9.9ha (proposed to be 10ha under the RLS).</p> <p>The strategic intent for this area being to support the emerging equine industry is noted given the proximity to the AELEC however further investigation is required for the Department to provide a position on this matter.</p> <p>The lands in Area 3a are predominantly identified as Class 4 lands, considered highly capable for the production of a variety of crops with evidence of this supported by aerial imagery. Tamworth LGA has only 31.6% of rural zoned land mapped as Class 4 land. Poultry production is also noted in the area and the impact on this development from further fragmentation of the lands to the south should be part of the consideration for reducing the MLS in this area. Additionally, due consideration on the water needs of an equine precinct should be established as part of further investigations.</p>
<p>Area 3b – Proposed amendment to rationalise land that is currently zoned with a minimum lot size of 9.9ha to 10ha for consistency</p>	<p>Supported</p>
<p>Area 4 – Proposed rezoning of RU1 land to R5 Large Lot Residential with a MLS of 2ha to certain areas between Kootingal and Moonbi</p>	<p>Rezoning at Kootingal was a consideration of the Tamworth Regional Housing Strategy 2024. The Strategy states that</p> <p>the Regional Plan 2041 and Blueprint 100: Part 2: LSPS 2020 identify investigation areas for future residential land release. These areas will be subject to structure plans and will require detailed investigation to consider their suitability for residential development and potential yield prior to rezoning. Future residential investigation areas are located at Oxley Vale (Stratheden), Westdale, Kingswood area south of Burgmanns Lane and lands in Kootingal and surrounds. These areas have the theoretical capacity to accommodate new housing to meet expected population growth beyond 2041. Council is in the early stages of the structure planning process for lands in Kootingal and Kingswood area south of Burgmanns Lane.</p>

APPENDIX 1 – RLS Proposed Amendments

	<p>These lands are identified in Council's strategic planning documents as future large lot investigation areas. However, beyond this based on the existing supply and pipeline, there is little evidence to warrant the identification of any further urban investigation or release areas within the first 5 to 10 years of this Strategy (TRHS 2024).</p> <p>Area 4 is generally Land and Soil Capability (LSC) Class 5 lands with Class 4 land located along the alluvial area associated with Moonbi Creek. The limiting factor for the Class 5 lands is water erosion; all other soil characteristics are Class 4 or higher.</p> <p>The need for additional R5 lands should not be included in the RLS. In accordance with the Planning for Agriculture in Rural Land Use Strategies Guide 2022:</p> <p>rural residential development should be considered in the context of the entirety of the housing needs of the community. The need for rural residential development should only be considered when its need can be assessed against the alternatives of increased density and differing housing choice in existing urban areas. The appropriate context for this consideration is a housing strategy and not a rural land strategy.</p>
Area 5a – Proposed increase in MLS to R5 Large Lot Residential at Daruka currently from 2ha to 5ha	The constraints related to water supply at Daruka are noted; however consideration is needed of the inefficient use of existing R5 zoned land risks creating demand for new rural residential housing opportunities in other locations that may be adjacent to productive agricultural land.
Area 5b – Proposed extension of the R5 Large lot Residential zone with 5ha MLS along both sides of Woonooka Road	<p>Supported</p> <p>The existing fragmentation and rural lifestyle use in this area is noted.</p>
Area 6 - Proposed rezoning of some of this land from RU1 to RU4 Primary Production Small Lots with a minimum lot size of 40ha to provide a transition between residential and agricultural land uses	<p>Not supported</p> <p>Providing a transition between adjacent rural lot sizes is not sufficient justification for reducing the MLS. The fragmentation of this land places further pressure on larger lots in the area. It does not adequately assess the existing agriculture being undertaken in the area or the requirements of the relevant industries. Fragmentation will increase the risk of land use conflicts and impact existing agriculture on the land and its surrounding areas.</p>
Area 7 – Proposed rezoning of land to the north west of the rural community of Attunga to RU4 Primary Production Small Lots with a minimum lot size of 10ha.	<p>Not supported</p> <p>Insufficient justification is provided for this proposed amendment. The lot analysis for the LGA already indicates that there are a considerable number of smaller land parcels that would meet the needs of the equine industry in the LGA. This proposal will lead to further fragmentation, the cumulative impacts of which on agriculture have not been fully assessed.</p>
Area 8 – Proposed rezoning of land at Nundle to R5 Large Lot Residential with a minimum lot size of 2ha	<p>Not supported</p> <p>Population data for Nundle does not suggest that there is a need for further R5 zoned land. Any consideration of additional land would need to be appropriately justified through a supply and demand analysis, a demonstration of the availability of appropriate services and infrastructure to meet population needs, and sufficient justification for rezoning agricultural land for residential purposes.</p> <p>The proposal would have been more appropriately considered as part of the Tamworth Regional Housing Strategy, rather than as part of the RLS, to address the housing needs of the LGA.</p> <p>The TRHS states that beyond the existing supply and pipeline, there is little evidence to warrant the identification of any further urban investigation or release areas within the first 5 to 10 years of this Strategy (TRHS 2024).</p>

APPENDIX 1 – RLS Proposed Amendments

Area 9a - Proposed rezoning of land in the rural residential community of Loomberah to R5 Large Lot Residential with a minimum lot size of 2ha	Supported Based on existing lot sizes in this area, the proposed MLS of 2ha will not create further opportunities for subdivision or increase dwelling eligibility. The proposal will better reflect the land use in this area without leading to further fragmentation.
Area 9b – Proposed amendment to the minimum lot size applying to rural lands south west of Loomberah, to be reduced to 100ha to provide a transition between adjacent rural lot sizes.	Not supported Providing a transition between adjacent rural lot sizes is not sufficient justification for reducing the MLS. The fragmentation of this land places further pressure on larger lots in the area and does not adequately assess the existing agriculture being undertaken in the area or the requirements of the relevant industries. Fragmentation will increase the risk of land use conflicts and impact existing agriculture on the land and its surrounding areas.
Area 10a – Proposed increase in MLS for land at Dungowan from 9.9ha to 10ha.	Supported
Area 10b – Proposed increase in MLS for a small area of land north of Manilla from 200ha to 400ha consistent with the surrounding area.	Supported

APPENDIX 2 – RLS Proposed Actions

Action	DPIRD Comment
Action 1.1 - Ensure State Significant Agricultural Land, Biophysical Strategic Agricultural Land and Important Agricultural Land are used as key criteria in the assessment of Planning Proposals and Development Applications pertaining to rural zoned land.	Supported
Action 1.2 - Implement minimum lot size changes as recommended, accounting for landscape characteristics, viability of agricultural productivity and strategic objectives for the zones.	Refer to the comments on the relevant MLS reductions in the proposed amendments discussion above
Action 1.3 - Introduce a RU2 Rural Landscape zone in identified areas to distinguish rural lands with high scenic value from those with higher soil fertility.	The introduction of a RU2 Rural Landscape zone is supported, as this provides greater flexibility in the application of permissible uses on lesser-quality lands in the LGA. However, it is essential that these lands are identified accurately. The current RU2 area being considered contains irrigated cropping lands, which should remain RU1. Our Department would appreciate further discussion on this matter.
Action 2.1 - Update the TRDCP 2010 to include all relevant parts of DPI's Land Use Conflict Risk Assessment Guide (2011, or its update) when assessing potential land uses conflicts.	Supported
Action 2.2 - Update the TRDCP 2010 to establish appropriate buffer areas and separation distance for a range of rural land uses. This should be consistent with DPI's Buffer Zones to Reduce Land Use Conflict with Agriculture Interim Guidelines (2018, or its update).	Supported
Action 2.3 - Advocate for renewable energy and/or extractive industries to be located away from the Tamworth Regional LGA's highest quality agricultural lands in order to retain their use for primary production.	Supported
Action 2.4 - Implement the Namoi Regional Job Precinct into the TRLEP 2010 and TRDCP 2010 where applicable to promote intensive agriculture and minimise land use conflicts.	Supported
Action 2.5 - Investigate expanding the Namoi Regional Job Precinct to include high value agricultural land and established intensive agricultural clusters.	Supported
Action 3.1 - Lobby the NSW Government to fund local and regional road projects, such as B-Double and Road Train routes, to strengthen regional transport connections.	Supported
Action 3.2 - Continue to engage with Transport for NSW to deliver the Western Freight Link to enable freight to move safely and efficiently throughout the region.	Supported
Action 3.3 - Continue to engage with EnergyCo and Transport for NSW to investigate routes for the Tamworth Eastern Detour with consideration for both the immediate demands of the New England REZ and	Nil comment

APPENDIX 2 – RLS Proposed Actions

the long-term connectivity objectives of the Tamworth region and State road network.	
Action 3.4 - Continue to investigate and protect the Tamworth Regional Airport as a future air freight hub for agricultural produce.	Supported
Action 3.5 - Identify opportunities for rural industries that may benefit from the Tamworth Intermodal Freight Facility including the export of local agricultural products.	Supported
Action 4.1 - Promote attractions to encourage growth in key tourism market segments such as food and agritourism, farm-stay, or experience-based holidaymaking.	Supported
Action 4.2 - Strengthen innovation and industry diversification throughout the Tamworth Regional LGA, by exploring new avenues for support through partnerships and funding with TAFE NSW and Universities.	Supported
Action 5.1 - Permit secondary dwellings in certain rural lands to support housing diversity in rural areas in a manner that is unlikely to have a significant impact on agricultural lands or primary production.	Not supported Refer to DPIRD Agriculture and Biosecurity submission to the Secondary Dwellings in Rural Zones Planning Proposal (OUT25/7198 dated 27 June 2025)
Action 5.2 - Update the TRDCP 2010 to remove the requirement for the provision of reticulated water in the R5 Large Lot Residential Zone with a 2ha minimum lot size, with the exception of the Daruka locality, to unlock housing within close proximity to existing amenities and services.	<p>This proposal was considered as part of the Tamworth Regional Housing Strategy; however, it referred to lands with a minimum area of 5ha. Refer to DPIRD Agriculture and Biosecurity submission to the Tamworth Regional Housing Strategy (OUT24/9252 dated 27 June 2024)</p> <p>Extract from OUT24/9252 - Water Supply for R5 Zoned Land:</p> <p>The proposal to remove the requirement for the provision of a town water supply for lots greater than 5ha on land zoned R5 may lead to inefficient development of this land. I note the current minimum lot size for land in the R5 zone is two hectares. By removing the need for reticulated water supply on lots greater than 5ha it is expected that this will incentivise the creation of larger lots, reducing the development yield of existing R5 zoned land and increasing the demand to create more R5 zoned land. Given housing supply is a priority in the current economic climate, Council should be introducing measures to maximise yield from existing residential (including R5) zoned land. Inefficient use of existing R5 zoned land risks creating demand for new rural residential housing opportunities in other locations that may be adjacent to productive agricultural land.</p> <p>It is understood that the proposed amendment is now being considered for lands with a minimum of 2ha. This addresses the efficiency matters raised in our previous response however the acceptability in terms of impacts on local water supplies should be considered with Water NSW. Clear guidance on the provision of rainwater tanks and appropriate volumes is required to effectively</p>

APPENDIX 2 – RLS Proposed Actions

	support stock and domestic use on these lands given potential limitations on groundwater take.
Action 5.3 - Include a three (3) year sunset provision in the TRLEP 2010 whereby the dwelling entitlement on vacant existing holdings and rural and conservations lots below the current minimum lot size would lapse.	Supported
Action 5.4 - Prepare a Temporary Workforce Accommodation Strategy to support the rural industries and NEREZ.	Supported
Action 6.1 - Implement place-making opportunities that enhance local character, reinforce a sense of community and foster growth in our small towns and villages (e.g. storytelling, public art, street greening, shared spaces, and safe and sustainable design principles).	Supported
Action 6.2 - Continue to monitor future growth opportunities for Manilla, Barraba and Bendemeer in consideration of the high level constraints map.	Should any future growth opportunities be identified, our Department can provide further advice in relation to agricultural considerations.
Action 6.3 - Update Council's existing Renewable Energy Voluntary Planning Agreement Policy to provide a clear framework for negotiating and implementing Renewable Energy Planning Agreements within Tamworth Regional LGA.	Supported
Action 7.1 - Prepare a Scenic Landscape Strategy and amend the TRLEP 2010 and TRDCP 2010 by introducing a scenic protection clause and accompanying mapping based on the outcomes of the Strategy.	Supported - DPIRD Agriculture and Biosecurity would welcome the opportunity to review any subsequent LEP and DCP amendment.
Action 7.2 - Complete the Tamworth Regional Biodiversity Baseline Study and amend the TRLEP 2010 and TRDCP 2010 by introducing a terrestrial biodiversity clause and accompanying mapping based on the outcomes of the study.	Supported – DPIRD Agriculture and Biosecurity would welcome the opportunity to review any subsequent LEP and DCP amendment.
Action 7.3 - Complete the Tamworth Aboriginal Cultural Heritage Study and amend the TRLEP 2010 and TRDCP 2010 to protect items, landscapes and curtilages of heritage items on rural lands.	Supported – DPIRD Agriculture and Biosecurity would welcome the opportunity to review any subsequent LEP and DCP amendment.
Action 8.1 - Continue to review and update Council's flood studies and plan in accordance with the NSW Flood Risk Management Manual framework.	Supported
Action 8.2 - Complete the Tamworth Water Security Plan and where relevant, outcomes should be introduced into the TRLEP 2010 and TRDCP 2010.	Supported
Action 8.3 - Collaborate with Government agencies to educate rural landowners on biodiversity offsets, maintenance and rehabilitation of riparian zones, sustainable land practices and availability of grant funding.	Supported

Water Group Response to Tamworth Regional Council Request for Information

NSW Government initiatives in relation to water policy that may have a bearing on agriculture or rural living

Tamworth Advanced Water Treatment Plant

The Australian and NSW Government are co-funding a Full Business Case that is investigating the feasibility of building regional NSW's first Advanced Water Treatment Plant in Tamworth.

The project aims to improve water security for the region, provide sustainable environmental outcomes and support a growing regional economy.

The infrastructure required to support the proposed project would include:

- a water treatment plant
- brine concentration process and brine/salt lagoons
- purified water reservoirs
- pipeline and pump stations
- power supply upgrade.

If the proposed project proceeds, it will recycle up to 12 megalitres a day of wastewater from existing food industry facilities, with the potential to also receive recycled water from other future developments.

The non-potable recycled water will be used by food industry facilities to substitute their existing drinking demand reducing their current demand for town water by up to 25 per cent.

[Tamworth Advanced Water Treatment Plant | NSW Government Water](#)

Tamworth Intervalley Pipelines and Off-River Storages Project

The Tamworth Intervalley Pipelines and Off-River Storages Project involves the delivery of a preliminary business case (PBC) to identify and assess options to improve Tamworth region's water security and support a growing regional economy.

The PBC is very much the first step in determining if any options are feasible enough to progress to a Full Business Case which will enable the NSW Government to determine if the project stacks up.

It is important to be clear that no decisions have been made yet.

Water Group Response to Tamworth Regional Council Request for Information



- The department's Water Group is investigating intervalley pipelines, off-river storage and other water infrastructure including: construction of a new smaller off-river storage (between 1 – 10 gegalitres) upstream of Tamworth. Water will be extracted from the Peel River at Paradise Weir, with a pump station and a pipeline capacity of 100 megalitres per day for transfers to and from the storage.
- construction of a new pipeline and pump stations to transfer water from Manning River catchment to Chaffey Dam, including a weir on the Barnard River.
- construction of a new pipeline and pump stations to transfer water from Keepit Dam to Calala Water Treatment Plant.
- construction of a new pipeline and pump stations to transfer water from Split Rock Dam to Calala Water Treatment Plant.

Tamworth Intervalley Pipelines and Off-River Storages Project | NSW Government Water

NSW Water Efficiency Program and Regional Leakage Reduction Program

Tamworth has already participated in several program initiatives over the last few years, largely focusing on reducing urban non-revenue water. This has included:

- completing a maturity survey
- two rounds of active leak detection
- receiving funding for pilot projects
- participating in non-revenue water training opportunities
- collaborating with DCCEEW on an evaporative air cooler research project.

DCCEEW encourages all water utilities to use the guidance developed under our program to work towards best-practice water efficiency planning in line with the NSW Water Efficiency Framework.

There are specific resources to guide utilities through common challenges:

- Water conservation cost-benefit analysis guidelines - a simple economic tool to help determine which water conservation measures will best serve communities
- Non-residential programs handbook - a practical guide for implementing, monitoring and evaluating water efficiency initiatives for non-residential sectors
- Best-practice guidelines for sporting fields - designed to be a resource for water utilities to produce climate-resilient playing surfaces.

The Framework and guidance can be found at <https://water.dpie.nsw.gov.au/our-work/projects-and-programs/water-efficiency>.

Water Group Response to Tamworth Regional Council Request for Information



Integrated Water Cycle Management framework

Tamworth Regional Rural Lands Strategy considers the links between land and water management. In the consideration of the impact of land management on urban water, we strongly encourage Council to follow Integrated Water Cycle Management (IWCM) principles.

The goal of IWCM is to balance the needs of the community, economy and environment, ensuring everyone has access to water while protecting water sources and ecosystems. To assist councils. The department has developed a statewide Integrated Water Cycle Management (IWCM) framework to improve coordinated management of water, land, infrastructure and related resources. In addition to the framework, we have developed a self-evaluation tool which translates the Framework's tasks into a set of evaluation criteria. The tool can be used to:

- measure progress towards achieving IWCM outcomes
- align projects and activities to a IWCM approach
- identify areas of improvement where more support or resources may be required.

More information and resources are available at <https://water.dpie.nsw.gov.au/our-work/plans-and-strategies/integrated-water-cycle-management>

Recycled Water Roadmap

The Recycled Water Roadmap is being finalised. Once released, the department will support LWUs in understanding and planning recycled water projects to meet their requirements under the Regulatory and Assurance Framework and meet their water security needs.

For more info see <https://water.dpie.nsw.gov.au/our-work/plans-and-strategies/recycled-water-roadmap>.

Managed Aquifer Recharge

The department has progressed work to understand the policy and legislative requirements to enable managed aquifer recharge in NSW. MAR is a high-risk activity and requires regulatory settings that will ensure groundwater systems are not negatively impacted by groundwater recharge. Finding the most appropriate regulatory option is complex and will continue to require significant consideration alongside other government priorities and reforms.

A MAR feasibility map has been completed for NSW. Maps are available here www.nationalwatergrid.gov.au/projects/managed-aquifer-recharge-opportunities-agriculture-nsw.

Water Group Response to Tamworth Regional Council Request for Information



Relative availability/accessibility of groundwater in different parts of the LGA

The Namoi Valley is one of the most groundwater dependent regions in the Murray–Darling Basin. This dependency on groundwater increases as surface water declines during the regular dry periods in the region.

Tamworth relies partly on a groundwater bore field in the Peel Alluvium. The Peel Alluvium is a relatively shallow aquifer connected to the Peel River. Groundwater availability is affected by surface water flows, recharge and groundwater take. Due to this, towns rely heavily on water from Chaffey and Dungowan dams, with irrigation needs often relying on both surface and groundwater.

Groundwater			
Entitlement	Proportion of shares compared to total share (%)		
	Lower Namoi	Upper Namoi	Peel Valley
Basic landholder rights	2.6	1.1	0.5
Domestic and stock	0.0	0.0	0.4
Local water utility	5.0	5.2	1.2
Aquifer access	92.5	93.7	35.7
Aquifer (general security) access	0.0	0.0	62.2

Source: Water Sharing Plan for the Namoi Alluvial Groundwater Sources Order 2020

Notes:

- while most extraction occurs from the alluvial aquifers, they overlie porous and fractured rock groundwater sources that have additional shares which are not included in this table
- for the purposes of this table, Upper Namoi includes Zones 1-12, Quipolly, Quirindi and Currabubula Groundwater Sources
- for the purposes of this table, Peel Valley includes Peel and Manilla Groundwater Sources.

Part 5, Division 3 of the Water Sharing Plan for the Namoi Alluvial Groundwater Sources Order 2020 sets out the total volumes or unit shares in the share components of access licences in the groundwater sources at the commencement of this Plan. The actual volume of water available from year to year will depend on climate, access licence priority and the provisions in this Plan.

Fractured rock groundwater sources are not typically used as primary water supply sources, but they are an important back-up water source during times of drought and other emergencies. Tamworth's water supply relies heavily on rainfall, making it vulnerable to droughts and climate change. The majority of Tamworth's water supply comes from Chaffey and Dungowan dams, and only a very small proportion comes from groundwater. The local groundwater source – the Peel Alluvium – is relatively small and unreliable during extended dry periods. The Peel Alluvium relies on rain or water from the Peel River and its tributaries to recharge the groundwater source.

Water Group Response to Tamworth Regional Council Request for Information



When there is no rain and low river flows, groundwater levels drop quickly. This means that during severe drought, groundwater cannot sustain the needs of Tamworth for extended periods of time.

Status of Peel Regulated River Water Sharing Plan

Water sharing plans (plans) are the primary legal framework for managing water access and sharing in NSW. The plans are valid for 10 years from their start date. Water Sharing Plan for the Peel Regulated River Water Source 2022 is scheduled for remake in 2032.

The NSW Government may amend plans within that 10-year period under certain circumstances, including if the changes are in the public interest (see above).

Proposed amendments to the Peel Regulated River water sharing plan

In 2016 Chaffey Dam was at 100% capacity. Over the following 3 years the Peel Valley experienced the worst drought on record, setting records for the worst 12, 24, and 36 month periods ever recorded. During this time Chaffey Dam dropped from 60% to 30% in under a 12-month period and reached a record low of 14% in July 2020. With the wet and dry cycles of inland northern NSWs we need to be prepared for droughts of this magnitude to avoid Tamworth being placed in this situation again.

To improve Tamworth short term security and ensure the town is more prepared for a severe drought, the department is seeking to implement a temporary increase to the water set aside in Chaffey Dam for town water needs.

The proposal was publicly exhibited from 20 February to 6 April 2025. Chaffey Dam is currently at 100 per cent capacity meaning the department has more time to carry out additional community engagement and further investigations before we progress this proposal.

Proposed amendments to the Peel Regulated River water sharing plan

Any additional comments on water and climate change

We don't know for sure what the future climate will be like. It may be similar to what we have experienced in the past, or it might be drier than we have seen in our lifetimes.

The NSW Government has invested in new climate datasets. This new data has improved our hydrological modelling and gives us a better understanding of the natural variability of the climate, beyond the observed historical records.

Our analysis of different climate projections for the Namoi region tells us there could be more extreme wet and dry periods than what we have observed in our lifetimes. There is a potential for:

Water Group Response to Tamworth Regional Council Request for Information

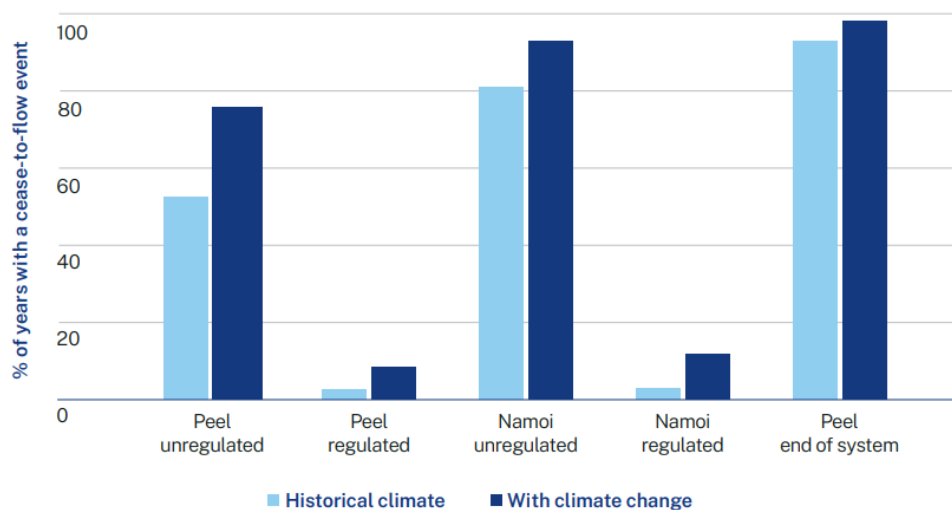


- changing rainfall patterns with reduction in average annual rainfall. Shifts in seasonal patterns are expected to cause a decrease in winter and spring rainfall by around 35% by 2079, and an increase in summer and autumn rainfall by 35%
- increased evapotranspiration particularly in winter and spring
- higher on average minimum and maximum temperatures across the region which will include more hot days over 35°C
- more frequent drought, with an increasing likelihood of drought severity greater than seen in recorded history extreme events could become more extreme – both at the wet and dry ends of the spectrum. Under a dry climate change scenario, the median volume of water flowing in the Namoi region each year could reduce, impacting all parts of the flow regime and while dams are unlikely to be empty, they could sit at critically low levels for longer periods
- increased risk of cease-to-flow periods in different parts of the river under a worst-case dry climate change scenario (Figure 12).

These impacts may not necessarily occur. They include results based on a deliberately conservative dry climate change scenario. But they can help us to begin planning for extreme events.

We need to plan for this uncertainty and fully understand the future risks we face.

Figure 12. Impact of climate risk on cease-to-flow events in the Namoi and Peel rivers



More information is available at [Namoi Regional Water Strategy](#) | NSW Government Water.

Mitchell Gillogly

From: Luke Williams <Luke.Williams@nrar.nsw.gov.au>
Sent: Thursday, 25 September 2025 12:51 PM
To: Mitchell Gillogly
Subject: RE: NRAR Follow Up on Engagement Regarding Draft Tamworth Regional Rural Lands Strategy

Afternoon Mitch

Our Regulatory Policy group have advised, t the strategy is not relevant to NRAR's operations. They noted, you have already engaged with DCCEEW which should be sufficient.

Please let me know if you need any assistance in the future.

Kind Regards

Luke

Luke Williams

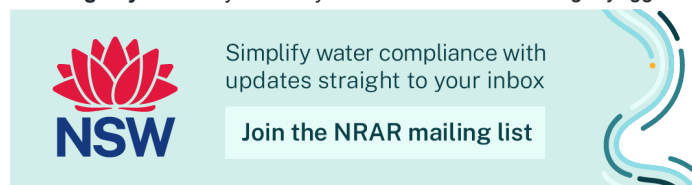
Senior Project Officer, Engagement

Natural Resources Access Regulator (NRAR)

M 0475 595 442 **E** luke.williams@nrar.nsw.gov.au **W** nrar.nsw.gov.au

Level 4 24 Moonee Street Coffs Harbour 2450

Working days Monday to Friday – *I live and work on Gumbaynggirr country* ●●●



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I acknowledge the Traditional Custodians of the land and pay respects to Elders past and present.
I also acknowledge all the Aboriginal and Torres Strait Islander staff working with NSW Government at this time.

From: Mitchell Gillogly <m.gillogly@tamworth.nsw.gov.au>
Sent: Tuesday, 23 September 2025 4:56 PM
To: Luke Williams <Luke.Williams@nrar.nsw.gov.au>
Subject: RE: NRAR Follow Up on Engagement Regarding Draft Tamworth Regional Rural Lands Strategy

No worries. I know what its like. That would be great. Cheers.

Mitch Gillogly

Team Leader – Strategic Planning

Liveable Communities



AUTHORISATION AND DELEGATION

PREScribed TRAFFIC CONTROL DEVICES AND REGULATION OF TRAFFIC

Roads Act 1993
Road Transport Act 2013

On behalf of Transport for NSW, I, Josh Murray, Secretary of the Department of Transport:

- a) **REVOKE** the instrument of 31 October 2011 titled "*Roads and Maritime Services – Delegation to Councils*"; and
- b) **REVOKE** the instrument of 12 December 2023 titled "*Instrument of Delegation and Authorisation – Traffic Management and Pedestrian Works – Temporary Delegation to Councils No.2*"; and
- c) **DELEGATE** under section 31(1) of the *Transport Administration Act 1988* and all other enabling powers, the functions set out in **Schedule 1** to the delegates set out in **Schedule 2**, subject to the conditions and limitations set out in **Schedule 4**; and
- d) **AUTHORISE** those delegates, under section 31(2) of the *Transport Administration Act 1988*, to sub-delegate the functions set out in **Schedule 1** to the persons set out in **Schedule 3**; and
- e) **AUTHORISE** the delegates set out in **Schedule 2**, under section 122(b) of the *Road Transport Act 2013*, to install or display (or interfere with, alter, or remove) any prescribed traffic control device required to give effect to the carrying out of traffic control work except where indicated as restricted in the Transport for NSW "*Traffic Signs Register*", subject to the conditions and limitations set out in **Schedule 4**; and
- f) **CONSENT**, under s.87(4) of the *Roads Act 1993*, to the construction, installation, maintenance, repair, removal, or replacement of a portable traffic control light used temporarily by a delegate in the context of carrying out road work or traffic control work, subject to the conditions and limitations set out in **Schedule 4**; and

- g) **DIRECT** that failure to comply with the conditions and limitations set out in **Schedule 4** renders the prescribed traffic control device authorisation and delegation inoperative with respect to the functions exercised.

Note: the authorisation at (e) above is referred to in this Instrument as “the prescribed traffic control device authorisation”.

This Instrument commences on 1 August 2025 and continues in force until revoked.



Josh Murray
Secretary
Department of Transport

Date: 21/07/2025

SCHEDULE 1 – FUNCTIONS

- (a) The functions and powers of Transport for NSW under section 115(2) of the *Roads Act 1993* to regulate traffic on a public road for purposes other than those set out in that section.
- (b) The power to establish and operate a special event parking scheme for a road under Part 8, Division 3 of the *Road Transport (General) Regulation 2021*.

SCHEDULE 2 – DELEGATES

A council constituted under the *Local Government Act 1993*.

SCHEDULE 3 – SUB-DELEGATES

The general manager of a council, or an employee of the council.

SCHEDULE 4 – CONDITIONS AND LIMITATIONS

Note: Reference to a delegate in this Schedule includes reference to a sub-delegate.

1. Scope of Authorisation and Delegation

A delegate must not exercise a function listed in Schedule 1 of this Instrument and may not use the prescribed traffic control device authorisation:

- (a) outside its local government area as constituted under the *Local Government Act 1993*;
- (b) on a road or part of a road classified as a Freeway, Controlled Access Road, Tollway, or Transitway; or
- (c) on any road identified with the 'Administrative Category' of 'State' in the '*Schedule of Classified Roads and Unclassified Regional Roads*' (as published and amended from time to time by Transport for NSW), except with the written consent of Transport for NSW

Note: The prescribed traffic control device authorisation allows delegates to install, display, etc. those devices and extends to the engagement of third parties (such as developers, road construction contractors, etc.) to install and display any such devices as a consequence of a delegate's decision and approval under this Instrument.

2. Local Transport Forum

- (a) A delegate must convene a Local Transport Forum to which a representative from each of the following is invited to attend:

- (i) the delegate
 - (ii) Transport for NSW
 - (iii) NSW Police Force
 - (iv) The local Member(s) of NSW Parliament
 - (v) The operator of any public passenger service likely to be affected by traffic control work proposed by the delegate
- (b) A delegate may invite any other person to attend the Local Transport Forum.
- (c) A delegate may seek technical advice from the Local Transport Forum regardless of whether this Instrument is being used.
- (d) The Local Transport Forum is to provide advice to the delegate on any matter put before it for advice.
- (e) A delegate must consider any advice provided by the Local Transport Forum.

3. Mandatory prior referral of some proposals

- (a) A delegate must refer to the Local Transport Forum any proposal to exercise a function listed in Schedule 1 of this Instrument or to use the prescribed traffic control device authorisation where that proposal would:
- for a period exceeding **6 months**:
- (i) restrict or prohibit passage along a road of any persons, vehicles, or animals;
or
 - (ii) compel or prevent a turn from one public road to another public road;
- or
- for a period exceeding **24 hours**:
- (iii) prevent, impede, or hinder the safe or efficient operation of a public passenger service; or
 - (iv) prevent access to a public transport station, stop, wharf, or service; or
 - (v) remove or render less effective any bus priority measure.
- (b) Following consideration of advice provided by the Local Transport Forum, the delegate may proceed with the proposal unless the Transport for NSW representative advises the meeting of the Local Transport Forum that Transport for NSW will be submitting a Statement of Concern within seven (7) days.

- (c) If a Statement of Concern has been provided to the delegate in accordance with clause (b) above, the delegate may not exercise the relevant function until a further seven (7) days after it has circulated to the members of the Local Transport Forum, a written response addressing the Statement of Concern and setting out the delegate's reasons for proceeding to exercise the function.

4. Keeping of records

- (a) The proceedings of the Local Transport Forum must be recorded and made public as soon as practicable.
- (b) A post facto record of any use of the prescribed traffic control device authorisation (excluding any instance that has already been the subject of prior referral per condition 3) must be tabled at the Local Transport Forum as soon as practicable and no later than three (3) months after the fact.

5. Coordination

- (a) A delegate must consult any public passenger service operator – either directly or via the Local Transport Forum – before exercising any function listed in Schedule 1 of this Instrument or using the prescribed traffic control device authorisation where it is likely to affect the operation of a public passenger service provided by that operator.
- (b) Details of such consultation undertaken outside of the Local Transport Forum must be tabled at the Local Transport Forum as soon as practicable.
- (c) A delegate must give not less than seven (7) days' notice to NSW Police Force and Transport for NSW – either directly or via the Local Transport Forum – before regulating traffic under this Instrument for the purposes of a public event.

6. References

- (a) A delegate must use the NSW Design of Roads and Streets Manual (TS 00066, as amended from time to time) as a primary reference when exercising a function listed in Schedule 1 of this Instrument or using the prescribed traffic control device authorisation.
- (b) Use of a portable traffic control light or R4-212n roadwork speed limit sign under this Instrument must be in accordance with the Transport for NSW Traffic Control at Work Sites Manual (TS 05492, as amended from time to time).

7. Preservation of head of power

Notwithstanding this Instrument, Transport for NSW reserves all and any rights and powers, including to:

- (a) Direct a public authority under clause 81 of Schedule 1 of the *Transport Administration Act 1988*, or alter or remove, or direct the alteration or removal of any prescribed traffic control device, under Part 5.3, Division 2 of the *Road Transport Act 2013*; and

- (b) Carry out road work in accordance with Part 6 of the *Roads Act 1993*; and
- (c) Carry out traffic control work on any public road, including exclusive power to carry out or consent to the construction, erection, installation, maintenance, repair, removal or replacement of a traffic control light under section 87 of the *Roads Act 1993*; and
- (d) Regulate traffic under Part 8 of the *Roads Act 1993*.
- (e) Revoke or withdraw this delegation, authorisation, or any component of it at any time with respect to any or all delegates.

Transport
for NSW

A guide for councils
using the Authorisation
and Delegation
Instrument

*Prescribed Traffic Control Devices
and Regulation of Traffic*

August 2025

transport.nsw.gov.au



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Introduction

This guide is a reference for councils and others who use the 2025 Authorisation and Delegation Instrument. It is intended to promote a consistent understanding of what can be a complicated mix of legislation, regulation, and practice.

For simplicity, the *Authorisation and Delegation – Prescribed Traffic Control Devices and Regulation of Traffic* is referred to as ‘the Instrument’.

This guide addresses the following questions:

- Why does Transport authorise and delegate?
- What powers are being authorised and delegated?
- Why would council use the Instrument?
- What are Local Transport Forums and how should they operate?
- What kinds of works need to be coordinated with Transport and others?

For the most up-to-date information and references, please refer to Transport’s website.

Why does Transport authorise and delegate?

Councils manage most of the roads and streets on which the people of NSW live, work, and play. These streets perform many functions. They may be the quiet streets of a residential neighbourhood, busy corridors for the movement of goods and people, or the venues for events, commemorations, and celebrations.

Councils in NSW are well-placed to manage local roads, responding to the needs and aspirations of their community. By extending some of its own powers to councils, Transport enables councils to manage streets more efficiently.

The Instrument itself serves two purposes: It authorises councils to use the signs, markings, and devices that appear in the *Road Rules 2014* and are known as ‘prescribed traffic control devices’; and it allows council to ‘regulate traffic’ on unclassified roads and all regional roads for purposes that go beyond road work, such as closing a road to allow an Anzac Day march.

It is important to note that councils already have powers to carry out road work and traffic control work, and to regulate traffic while doing so. The Instrument provides powers to use the most common ‘prescribed’ devices, but in many cases, council will not need to use it.

This version of the Instrument reinforces the principle that the functions of Transport delegated to councils by the Instrument may be exercised with wide discretion. It does not seek to limit council’s powers under the *Roads Act 1993* on council’s network (for instance the ability to carry out traffic control work under s87), nor to second-guess decisions made by councils under authority or delegation. The focus of the Instrument is to facilitate coordination and knowledge sharing, while taking a risk-based approach to proposals and works that might affect road safety, public transport, or the operation of the ‘State’ road network.

Legal context

Please note that this section is not to be taken as legal advice. Users should seek their own legal advice.

The legal framework for the Instrument is found across the *Transport Administration Act 1988*, the *Roads Act 1993*, and the *Road Transport Act 2013*.

The ***Transport Administration Act 1988*** establishes Transport and sets out its broad functions across all legislation relating to the management of roads and traffic across NSW. It authorises Transport to delegate some of its functions to councils (and for councils to further sub-delegate).

This Act defines the term ‘*traffic control facility*’ to include all signs, markings, structures or devices that advise or warn a driver; all signs, markings, structures, or devices that compel a road user to do (or not do) something; and any bridge or underpass for pedestrian use. Refer to the

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Glossary for a full definition.

The **Roads Act 1993** sets out and divides responsibilities and road management functions between Transport and other roads authorities such as councils.

Part 6 of the Act provides that “*traffic control work*” – which is work involving a “*traffic control facility*” – may be carried out by Transport on any public road, transitway, and any road or road related area used by motor vehicles, cyclists, pedestrians, or animals, and including road shoulders, nature strips, and other road adjacent areas (whether a public road or not).

An appropriate roads authority (usually council) may carry out those works on their network and all the other road related areas mentioned above, unless Transport has notified the roads authority that it intends to carry out works on that road or road related area (s87).

Part 8 of the Act provides Transport with a broad power to regulate traffic (i.e. restrict or prohibit passage along a road) for any purpose. Roads authorities may regulate traffic in a more limited set of defined circumstances – such as road work or traffic control work under Part 6 – or to give effect to some other function authorised or required by any legislation. If council is regulating traffic for a purpose specified in s115 of Part 8, then they are using their own native power; are not using Transport’s power as delegated through this Instrument; and are not subject to the conditions applied by this Instrument (including mandatory referral to the Local Transport Forum). This is important to note in relation to regulation of traffic around things such as regular maintenance – which council has the power to do themselves under s115.

While councils have powers under s87 to carry out traffic control work, there are circumstances which arise commonly outside of that scope, and where the delegation to *regulate traffic* in the Instrument can assist councils.

Street markets or marches, for example, are not ‘*traffic control work*’ or road work for which the *Roads Act 1993* ordinarily allows councils to regulate traffic. Without this Instrument, to regulate traffic for a purpose that isn’t permitted by the defined circumstances in the Act (such as to open a road for a street parade, market, or similar), a council would need to apply to Transport for approval, advertise the proposal for 28 days, and forward any submissions to Transport before it may do so. By using the Instrument – and in doing so exercising Transport’s power to regulate traffic for any purpose – no advertising or approval is necessary and only the conditions of use of the Instrument need to be followed.

The **Road Transport Act 2013** establishes and governs road transport law in NSW. While the *Roads Act 1993* allows for the building of traffic control facilities, signs, lines, structures etc., Part 5.3 of the *Road Transport Act 2013* requires that a person hold appropriate authority from Transport to install, display, interfere with, alter, or remove a ‘*prescribed traffic control device*’. Unauthorised use of a device is subject to penalties, and Transport may order the unauthorised device to be removed and recover any expenses in doing so.

Some traffic control facilities are not ‘prescribed’ and do not require the authorisation provided by the Instrument. Speed cushions are one example. However, many other works, such as installing a roundabout, will involve installing a ‘*prescribed traffic control device*’ - which is a device that a road user must obey under the road rules – or they may be liable for a fine. All regulatory signage, and some markings, devices, and structures are ‘*prescribed traffic control devices*’. Refer to the Glossary for a full definition.

This Instrument provides councils with Transport’s authorisation to use prescribed traffic control devices, subject to the stated conditions in Schedule 4.

Finally, the power to establish and operate special event parking schemes delegated through provision (c) of the Instrument arises from the *Road Transport (General) Regulation 2021*, which sits under the *Road Transport Act 2013*.

Understanding the Instrument

The Instrument is a single consolidated document that replaces the Delegation to Councils (issued in 2011) and Temporary Delegation to Councils No.2 (issued in 2023), which are now no longer in force. The Instrument can be summarised as follows.

Clause (c) delegates Transport’s power to regulate traffic for any purpose, subject to Schedule 4.

Clause (c) also delegates the power to establish and operate a special event parking scheme,

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subject to Schedule 4.

Clause (e) provides authorisation in writing for the use of prescribed traffic control devices (regulatory signs, lines, markings, etc.), subject to Schedule 4.

Note: The authorisation given under clause (e) of the Instrument is referred to throughout Schedule 4 as the 'prescribed traffic control device authorisation'. For clarity, the authorisation allows delegates to install, display, etc. those devices and extends to the engagement of third parties (such as developers, road construction contractors, etc.) to install and display any such devices as a consequence of a delegate's decision and approval under the Instrument.

Clause (d) enables councils to sub-delegate the functions and powers of the Instrument to their general manager or staff. Councils should set up their own instruments for this purpose to ensure the appropriate staff are carrying out functions lawfully.

Clause (f) provides consent for the temporary use of portable traffic control lights in accordance with Transport's Traffic Control at Work Sites Manual.

Clause (g) clarifies that non-compliance with any of the conditions and limitations in Schedule 4 means that the Instrument does not apply. In such a situation, any authority or delegation under the Instrument to exercise the function is taken not to have been given, and councils may be liable to the consequences of acting without authority or delegation.

The following subsections are structured and numbered in accordance with the conditions and limitations set out in Schedule 4 of the Instrument.

Where can council use the Instrument? (Condition 1)

Condition 1: Scope of Authorisation and Delegation

A delegate must not exercise a function listed in Schedule 1 of this Instrument and may not use the prescribed traffic control device authorisation:

- (a) outside its local government area as constituted under the *Local Government Act 1993*;
- (b) on a road or part of a road classified under the *Roads Act 1993* as a Freeway, Controlled Access Road, Tollway, or Transitway; or
- (c) on any road identified with the 'Administrative Category' of 'State' in the '*Schedule of Classified Roads and Unclassified Regional Roads*' (as published and amended from time to time by Transport for NSW), except with the consent of Transport for NSW.

Councils may only perform functions under the Instrument in their own local government area and on their own network (unclassified roads and all regional roads – often referred to as 'local' roads). Note that in some cases (e.g. some light rail or bus corridors) classification may vary across the road or across different levels of the road.

In addition to the roads listed in (b) above, councils are not permitted to use the Instrument on those that have been administratively categorised as 'State' roads (which is not necessarily all classified roads). Road classification may be confusing due to the use of both statutory classifications (under the *Roads Act 1993*) and administrative categories. Statutory classifications define the status of roads for the purposes of the *Roads Act 1993*, while administrative categorisations set out "who is responsible for the road" for the purpose of operational management and funding, including where the NSW Government takes over the responsibility for more significant roads (i.e. 'State' roads).

Transport's website hosts the Schedule of Classified Roads and Unclassified Regional Roads alongside a map of the NSW road network's administrative categorisation.

The Instrument may only be used by councils on State Roads if *written consent* from Transport has been obtained. The Local Transport Forum may be the appropriate starting point for such consent to be obtained – the Transport representative on the Local Transport Forum may act as a point of contact for consent to be sought. It must be noted however that Transport consent in this situation is required from Transport itself – not from Local Transport Forum. The Local Transport Forum may still review the proposal, but formal Transport consent is a prerequisite before council can use this

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Instrument on State Roads.

Traffic signals

Under section 87 of the *Roads Act 1993*, the construction, erection, installation, maintenance, repair, removal, or replacement of a traffic control light may not be carried out otherwise than by or with the consent of Transport. The Instrument does not provide that consent except in relation to portable traffic control lights (see clause [f]).

When using the Instrument, councils should engage with Transport – either directly or via the Local Transport Forum – in advance of undertaking any works that are likely to affect the operation of a traffic signal.

Prior engagement with Transport will ensure that unintended negative consequences for traffic signal operations are avoided.

How does the Local Transport Forum work? (Condition 2)

Condition 2: Local Transport Forum

- (a) A delegate must convene a Local Transport Forum to which a representative from each of the following is invited to attend:
 - (i) the delegate
 - (ii) Transport for NSW
 - (iii) NSW Police Force
 - (iv) The local Member(s) of Parliament
 - (v) The operator of any public passenger service likely to be affected by traffic control work proposed by the delegate
- (b) A delegate may invite any other person to attend the Local Transport Forum.
- (c) A delegate may seek technical advice from the Local Transport Forum regardless of whether this Instrument is being used.
- (d) The Local Transport Forum is to provide advice to the delegate on any matter put before it for advice.
- (e) A delegate must consider any advice provided by the Local Transport Forum.

One of the longstanding conditions of Transport's delegation of powers is that local roads authorities convene a body where proposals can be discussed, reviewed, and coordinated. This guide explains how these Local Transport Forums (previously known as Local Traffic Committees) should operate and sets out the proposals they may or must consider.

The Local Transport Forum replaces the Local Traffic Committee. The change of name reflects its function and focus as an advisory body dedicated to technical advice, information sharing, and coordination on matters related to transportation, movement, and accessibility. It is not an approval body, nor does it make decisions.

The Local Transport Forum is not a committee as defined and understood in the *Local Government Act 1993*.

Function and responsibilities

Functions of the Local Transport Forum include:

- collaboration between agencies involved in transport management
- advice on street design, infrastructure, and traffic control facilities
- coordination of planned events and activities
- advice and information sharing on transport plans, policy, and management

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- ensuring a public record of decisions relating to roads and streets

There is no voting at the Local Transport Forum, as councils are exclusively responsible for decisions they take on their roads. Members and attendees are to provide advice in good faith, share information, and coordinate activities and plans. Council is obliged to consider any advice provided by the Local Transport Forum, but any decisions – and the exercise of an authorised or delegated function itself – are the sole responsibility of council regardless of the advice of the Local Transport Forum.

Membership

The Local Transport Forum is convened by council. Council's role is that of both *proponent* and *decision-maker*. Council is the representative for all community interests (residents, businesses, etc.) and responsible for all road users – including public transport – and road safety.

There are three further mandatory invitees to every meeting of the Local Transport Forum:

- Transport for NSW
responsible for collaborative coordination and provision of advice regarding state-level interests (public transport, operation of state road network operation and safety, guidance and standards, etc.)
- NSW Police Force
responsible for provision of advice related to Police expertise, such as public safety, event management, highway patrol, enforcement, etc.
- the local Member(s) of NSW Parliament
responsible for provision of advice regarding community interests (residents, businesses, etc.)

It is also mandatory to invite the operator of any public passenger service likely to be affected by a proposal to carry out traffic control work to any meeting where that proposal is being reviewed. Most commonly, this will be local bus operators. Depending on local context and service density, it may be beneficial for councils to issue a standing invitation to public passenger service operators in their area. It is the responsibility of the relevant operator to attend and/or to return feedback to council if otherwise unable to attend. Failure to do so when appropriately invited does not prevent council from proceeding with a proposal.

Multiple representatives may be invited where proposals affect more than one state electorate or Police Area Command. Council is also encouraged to invite any other person who may add technical expertise and value to the Local Transport Forum. Examples include – but are not limited to – road safety practitioners, urban designers, planners, local advocacy groups (such as those for mobility-impaired residents, cyclists, pedestrians, etc.), representatives from Local Health Districts or schools, and other subject matter experts as relevant.

A quorum for a meeting of the Local Transport Forum is one representative in attendance from each of council and Transport.

Administration

The Local Transport Forum is administered by council, which may decide the frequency and format of meetings.

Attendees must be:

- provided with the meeting agenda at least seven (7) calendar days in advance of the meeting (unless otherwise agreed by members)
- afforded the opportunity to review meeting minutes prior to finalisation
- be provided with a copy of the finalised meeting minutes

The meeting agenda must:

- include sufficient information to review any proposals or items submitted for advice
- clearly distinguish between items referred for advice, tabled for-information-only, and raised for general discussion

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The meeting minutes must clearly record:

- invitees and attendance
- items discussed
- key advice provided
- any for-information-only records or reports tabled

Referring proposals for advice (*Condition 3*)

Condition 3: Mandatory prior referral of some proposals

- (a) A delegate must refer to the Local Transport Forum any proposal to exercise a function listed in Schedule 1 of this Instrument or to use the prescribed traffic control device authorisation where that proposal would:
- for a period exceeding **6 months**:
- (i) restrict or prohibit passage along a road of any persons, vehicles, or animals; or
 - (ii) compel or prevent a turn from one public road to another public road;
- or
- for a period exceeding **24 hours**:
- (iii) prevent, impede, or hinder the safe or efficient operation of a public passenger service; or
 - (iv) prevent access to a public transport station, stop, wharf, or service; or
 - (v) remove or render less effective any bus priority measure.
- (b) Following consideration of advice provided by the Local Transport Forum, the delegate may proceed with the proposal unless the Transport for NSW representative advises the meeting of the Local Transport Forum that Transport for NSW will be submitting a Statement of Concern within seven (7) days.
- (c) If a Statement of Concern has been provided to the delegate in accordance with clause (b) above, the delegate may not exercise the relevant function until a further seven (7) days after it has circulated to the members of the Local Transport Forum a written response addressing the Statement of Concern and the delegate's reasons for proceeding to exercise the function.

Conditions 3(a)(i-ii) of the Instrument are intended to capture proposals that '*regulate traffic*' as defined in the *Roads Act 1993*. Aside from interfering with the common law right of passage on a public road, proposals that regulate traffic may create challenging outcomes – both positive and negative – and must be referred to the Local Transport Forum for coordination, input, and advice.

NOTE

'*Regulate traffic*' is a technical term that is formally defined in the *Roads Act 1993*. It means "*restrict or prohibit the passage along a road of persons, vehicles, or animals*". If a proposal does not prohibit or restrict passage, it is not regulation of traffic.

For the purposes of the Instrument, 'restrict passage' should be understood to mean a partial constraint that does not constitute prohibition or prevention of passage (such as passage only during particular times or for particular purposes). Most commonly, this is by way of compelling or preventing a turn by road users from one public road to another public road (where passage along the road is retained but can only be undertaken if approached/accessed in a specific way, or at a specific time).

For clarity, works that may affect vehicle speed or road capacity (e.g. speed cushions, roundabouts, reductions in road lanes, changes to parking controls, etc.) do not constitute

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restrictions or prohibitions on passage and are not regulation of traffic.

Given the critical importance of public transport in NSW, conditions 3(a)(iii-v) apply the same obligation of mandatory prior referral to the Local Transport Forum to any proposals that have the potential to negatively affect the operations of public passenger services. Please note that there are some existing legislative protections (such as s144B of the *Roads Act 1993*) for other parts of the broader rail and transport network which also must be complied with.

The following table provides examples of different types of common works and proposals to aid practitioners in understanding what must be referred to the Local Transport Forum in advance of implementation. Further information can be found on Transport's website.

Examples

1. Council develops a traffic calming proposal for a residential neighbourhood that would prevent left turns into some side streets. The proposal uses physical changes and No Left Turn signs. This is a restriction on passage along those roads. It **must be referred** to the LTF prior to implementation.
2. Council proposes to install a roundabout at a four-way intersection with speed cushions on approach to improve road safety. All turn movements are maintained and reducing vehicle speed does not constitute a restriction on passage, so prior referral to the LTF is **optional** at the discretion of council.
3. Council proposes to trial preventing motor vehicle access along a side street every weekday during lunch hours to provide space for tables and chairs for local restaurants. The proposal prohibits passage of vehicles along the road and thus 'regulates traffic', but the trial is only for 6 months, so prior referral to the LTF is **optional** at the discretion of council.
4. Council proposes to install a series of kerb islands with street trees in the kerbside lane to beautify a local shopping area. Changes to parking arrangements – including adjustments to permissive parking times and No Stopping zones – are also implemented. Parking is reduced but the changes do not restrict or prohibit passage along the road. Prior referral to the LTF is **optional** at the discretion of council.
5. Council is working with a private event organiser planning an on-street charity running event. The event will require preventing motor vehicle access along a number of different roads through town – including the main street on which a bus service operates. Prohibiting passage of vehicles along the roads is regulation of traffic, and there is a direct negative effect on operations of the bus service, but traffic controls are in place for less than 24 hours, so prior referral to the LTF is **optional** at the discretion of council. Council is, however, obliged to consult with the operator of the bus service at least 7 days' prior.
6. Council is hosting a food & drink festival along the main street of town that will involve preventing motor vehicle access for 3 days. The proposal prohibits passage of vehicles along the roads and thus 'regulates traffic'. It will also prevent access to bus stops and efficient operation of bus services. The traffic regulation is in place for less than 6 months, but the effects on public transport operations last for more than 24 hours. As a result, it **must be referred** to the LTF prior to implementation.
7. Council proposes to ban trucks and buses from using a side street to reach an industrial estate. This is a prohibition of passage. It **must be referred** to the LTF prior to implementation.
8. Council proposes to enable contra-flow movement for bicycles on an existing one-way road. The proposal includes narrowing of the carriageway and shifting of kerbside parking to enable installation of concrete kerbing to create a separated bicycle lane and improve safety. The proposal does not restrict or prohibit passage along the road. Prior referral to the LTF is **optional** at the discretion of council.
9. Council proposes to install a central median that compels left turns when entering from side streets. This is a restriction on passage. It **must be referred** to the LTF prior to

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implementation.

10. Council proposes a safety and amenity-focused revitalisation of a local high street. The design involves footpath widening and the installation of kerb blisters and raised pedestrian crossings. There will be some loss of parking and a reduction in the road carriageway width from 4 lanes to 2-3. None of these changes – including the reduction in lanes/road capacity for motor vehicles – constitute ‘regulation of traffic’ because they do not restrict or prohibit passage along the road. Prior referral to the LTF is **optional** at the discretion of council.

Temporary regulation of traffic and events

The Instrument now allows some temporary ‘regulation of traffic’ to be undertaken without prior referral to the Local Transport Forum. This could be a brief closure for a street party or small event, or longer duration changes such as trialling the conversion of a street to one-way only or ‘closing’ it at one end to motor vehicle traffic.

Council may use the Instrument to hold events on the public road that require the ‘regulation of traffic’, such as an Anzac Day event or a local market. Where public events or activities are held, it is a condition of the Instrument that NSW Police and Transport are given seven days’ notice. (*This is consistent with the notification requirement in s166 of the Liquor Act 2007*).

Councils may wish to trial changes to the roads in their community – reducing the need for expensive modelling, allowing solutions to be trialled and modified, and ensuring the community and road users understand proposed permanent changes. The Instrument authorises councils to regulate traffic for up to six months without mandatory prior referral to the Local Transport Forum. (*Should such a change be successful, it must be referred to the LTF if the intention is to continue beyond six months*).

To safeguard public transport, the six-month period is reduced to 24 hours where a proposal prevents or hinders safe or efficient operation of a bus service, prevents access to a public transport stop, or removes or renders less effective any bus priority measure (refer to condition 3[a][iii-v]).

Alternatively, for select events or activities, councils can forgo the Instrument and the Local Transport Forum and use their existing legal powers under s115(2)(f) of the *Roads Act 1993* where a permit has been issued under s144 for a ‘road event’, including:

- Filming projects (as set out in the *Local Government Act 1993*)
- Neighbourhood activities (as defined in the *Roads Regulation 2018*)
- Speed contests (such as a race – Police approvals under other legislation will be required)

Section 166 of the *Liquor Act 2007* also allows regulation of traffic for events, performance space, and dining without using the Instrument and without referral to the Local Transport Forum.

NOTE

The *Roads Act 1993* uses the term ‘regulation of traffic’ to refer to restrictions or prohibitions on passage – what most people call a ‘road closure’. This is *not* the same thing as ‘closing a road’ under Part 4 of the *Roads Act 1993*, which is the process of *extinguishing* a road to allow it to be sold or amalgamated. Councils don’t need to use the lengthy Part 4 process for everyday changes to their local roads, such as closures to keep through-traffic of quieter streets.

Assessing the impacts of proposals

Members of the Local Transport Forum must have sufficient information to reasonably assess proposals and provide informed advice.

Councils should consider the potential effects of any change on amenity, safety, and access across the broader network for all road users and should make the assessment available to the Local Transport Forum. Professional judgement or other appropriate methods may be used to do this – taking into account considerations such as local conditions, scale, and whether the proposal is temporary, permanent, or a trial. A formal traffic model or plan may be used where appropriate but is not required.

Testing and trialling temporary changes is an increasingly common method to assess both network

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impacts and community sentiment and has proven effective in local area traffic management schemes, active transport projects, placemaking, and urban revitalisation initiatives. It may be preferable to take this approach in many situations. Guidance is contained in Appendix A.5 of the NSW Design of Roads and Streets Manual.

For proposals to regulate traffic, councils must provide the Local Transport Forum with:

- Sufficient detail to allow members to understand and assess the proposal
- If applicable (as required by condition 5), details of consultation with affected public passenger service operators undertaken outside of the Local Transport Forum

Statements of Concern

When a proposal is discussed at the Local Transport Forum, any attendee may provide feedback and suggestions on design, technical aspects, general policy, or planning considerations. Members should seek to resolve any concerns or uncertainties during this discussion.

For proposals for which prior referral to the Local Transport Forum is mandatory and where Transport continues to hold concerns following discussion, Transport may indicate that it intends to file, within seven days, a formal Statement of Concern. Other members may express views and raise issues, which Transport will consider, but the Statement of Concern itself may only be filed by Transport.

A Statement of Concern details Transport's concerns, reasoning, and any request(s) for mitigation(s) or alternative action(s). It might relate to an entire proposal or to a specific aspect of its design or location. It must be submitted within seven (7) calendar days, during which time council is not delegated or authorised to implement the proposal. If no Statement of Concern is issued during this time – perhaps due to further discussion and resolution by the parties – council may proceed.

Once received, council must consider the issue(s) raised in a Statement and circulate a written response to all Forum members. It must address the issue(s) raised and either (a) detail the amendments proposed in response or (b) set out council's reasons for proceeding without amendment. Seven (7) calendar days after issuing its response, council may proceed with the proposal.

A Statement of Concern does not oblige council to change or withdraw a proposal, but it does place both Transport's comments and council's response on the public record, which is particularly important where safety concerns are noted. It also provides a time window for further discussion and escalation of significant issues.

Refer to the Appendix for a flowchart that includes the steps associated with a Statement of Concern.

The Statement of Concern process only applies to those proposals for which prior referral to the Local Transport Forum is mandatory. Records tabled for-information-only and proposals referred to the Local Transport Forum at the discretion of council are not subject to the Statement of Concern process. Concerns relating to those matters may be resolved through discussion.

Keeping records (*Condition 4*)

Condition 4: Keeping of records

- (a) The proceedings of the Local Transport Forum must be recorded and made public as soon as practicable.
- (b) A post facto record of any use of the prescribed traffic control device authorisation (excluding any instance that has already been the subject of prior referral per condition 3) must be tabled at the Local Transport Forum as soon as practicable and no later than three (3) months after the fact.

Proceedings of the Local Transport Forum must be made publicly available online in an easily accessible manner as soon as practicable and must include:

- meeting agenda
- meeting minutes

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- any formal records of use of the prescribed traffic control device authorisation (including those circulated to members out-of-session)
- the entirety of any Statements of Concern submitted by Transport for NSW under condition 3 of Schedule 4 of the Instrument
- the entirety of any council response to a Statement of Concern under condition 3 of Schedule 4 of the Instrument

Additional information may be included at the discretion of council.

For the purposes of condition 4(b) of Schedule 4 of the Instrument, a post facto record of any use of the prescribed traffic control device authorisation must include:

- type
- specific location
- date

Additional information may be included at the discretion of council.

Where a meeting of the Local Transport Forum is not scheduled to be held within three (3) months, a record of use of the prescribed traffic control device authorisation must be circulated directly to all members of the Local Transport Forum. The record must be made publicly available online and forms part of the records of the Forum, even if it has not met.

Coordination with Transport, public transport operators, and Police (Condition 5)

Condition 5: Coordination

- (a) A delegate must consult any public passenger service operator –either directly or via the Local Transport Forum –before exercising any function listed in Schedule 1 of this Instrument or using the prescribed traffic control device authorisation where it is likely to affect the operation of a public passenger service provided by that operator.
- (b) Details of such consultation undertaken outside of the Local Transport Forum must be tabled at the Local Transport Forum as soon as practicable.
- (c) A delegate must give not less than seven (7) days' notice to NSW Police and Transport for NSW –either directly or via the Local Transport Forum –before regulating traffic under this Instrument for the purposes of a public event.

The requirement for consultation in condition 5(a) applies to any function listed in Schedule 1 of this Instrument or use of the prescribed traffic control device authorisation likely to affect the operation of a public passenger service (note: while this may commonly be buses, it applies to any public passenger service, including rail, light rail, metro, and ferry). Practitioners must use professional judgement and take advice as to whether a proposal is likely to affect a public passenger service.

At bus stops, considerations may include whether adequate draw-in and pull-out length is preserved, or whether the design of the kerbside environment ensures ramps can be fully deployed for mobility impaired passengers. On-street designs should ensure turning paths are clear, hazardous merges are not required by drivers, bus priority is maintained or improved, and traffic calming devices are appropriately designed for bus operation.

Engagement with operators may be undertaken directly or through the Local Transport Forum. When undertaken directly, sufficient detail must be given to the operator to allow reasonable assessment of any proposal, and at least seven (7) calendar days should be allowed for feedback before council proceeds. Details of any direct consultation undertaken outside of the Local Transport Forum must be tabled as a record at the Local Transport Forum as soon as practicable.

It is the responsibility of the operator to return feedback to council. Failure to comment when invited to do so does not prevent council from proceeding.

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Regular bus services may be identified through Transport's online Bus Route Map or on advice of Transport. Design references such as the Bus Priority Toolbox are available through the NSW Design of Roads and Streets Manual.

References (*Condition 6*)

Condition 6: References

- (a) A delegate must use the NSW Design of Roads and Streets Manual (TS 00066, as amended from time to time) as a primary reference when exercising a function listed in Schedule 1 of this Instrument or using the prescribed traffic control device authorisation.
- (b) Use of a portable traffic control light or R4-212n roadwork speed limit sign under this Instrument must be in accordance with the Transport for NSW Traffic Control at Work Sites Manual (TS 05492, as amended from time to time).

The NSW Design of Roads and Streets Manual (DORAS) is a valuable reference for design, engineering, and planning practitioners. It offers guidance on network planning, understanding street and road environments, identifying issues and design solutions, typical design parameters, and application of the Safe Systems approach.

DORAS provides extensive and convenient references to applicable guidance, manuals, technical standards, and policy documents. It recognises that no two contexts and street environments are the same and offers guidance for councils that may wish to adopt local street design guides to reflect local aspirations and conditions.

DORAS provides references and links to many other adopted Transport Standards where relevant, such as the NSW Supplement to AS 1742 Manual of Uniform Traffic Control Devices, the NSW Supplement to Austroads Guide to Road Design, Delineation and Pavement Marking, the Cycleway Design Toolbox, and the Pedestrian Crossing Guideline. The Transport Standards Portal can be used to access these tools. DORAS also provides references to scores of other resources available to practitioners from legislation to examples of international best practice.

DORAS must be used as a primary reference for practitioners using the Instrument.

Transport's reserve powers (*Condition 7*)

Condition 7: Preservation of head of power

Notwithstanding this Instrument, Transport for NSW reserves all and any rights and powers, including to:

- (a) Direct a public authority under clause 81 of Schedule 1 of the *Transport Administration Act 1988*, or alter or remove, or direct the alteration or removal of any prescribed traffic control device, under Part 5.3, Division 2 of the *Road Transport Act 2013*; and
- (b) Carry out road work in accordance with Part 6 of the *Roads Act 1993*; and
- (c) Carry out traffic control work on any public road, including exclusive power to carry out or consent to the construction, erection, installation, maintenance, repair, removal or replacement of a traffic control light in accordance with section 87 of the *Roads Act 1993*; and
- (d) Regulate traffic under Part 8 of the *Roads Act 1993*.
- (e) Revoke or withdraw this delegation, authorisation, or any component of it at any time with respect to any or all delegates.

The Instrument does not affect Transport's (nor council's) rights and powers under legislation.

Council continues to have powers to undertake road work under s71 of the *Roads Act 1993*, to undertake traffic control work on unclassified roads under s87 of the *Roads Act 1993*, and to regulate traffic under s115 to complete those works. Transport retains the power to carry out traffic control work on any road, and to regulate traffic for any purpose.

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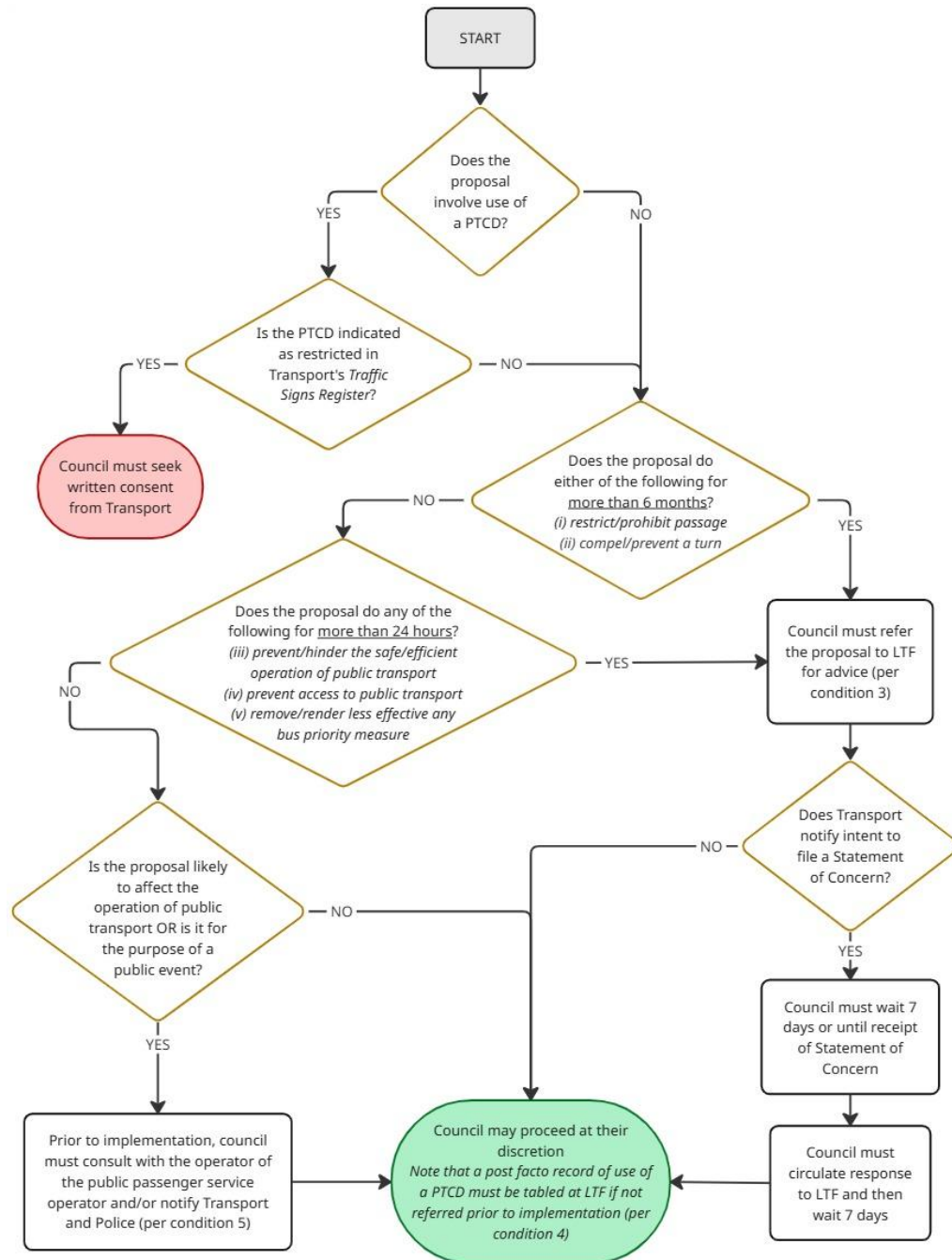
In cases where, despite best efforts, Transport and council cannot agree on a proposed course of action, options for Transport or the Minister for Roads to issue a direction to a roads authority or public authority under legislation are not affected by this Instrument.

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Appendix

Exercising an authorised or delegated function

The following process applies to any function exercised using the Instrument. It assumes that the proposed function is otherwise eligible and compliant with Schedule 4.

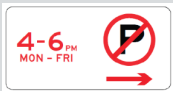



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Glossary

'Authorisation and Delegation Instrument' or 'Instrument'	Abbreviated reference to ' <i>Authorisation and Delegation – Prescribed Traffic Control Devices and Regulation of Traffic</i> '; the instrument that is the subject of this guide.
the/this guide	Abbreviated reference to this document; ' <i>Guide to Authorisation and Delegation – Prescribed Traffic Control Devices and Regulation of Traffic</i> '.
DORAS	Abbreviated reference to the NSW Design of Roads and Streets Manual (TS 00066).
local road(s) or local network or council's network	<p>Abbreviated reference to the portion of NSW's road network on which the Authorisation and Delegation Instrument may be used, that is roads:</p> <ul style="list-style-type: none"> • within the local government area of the relevant council; and • not classified as a Freeway, Controlled Access Road, Tollway, or Transitway; and • not identified with the 'Administrative Category' of 'State' in the 'Schedule of Classified Roads and Unclassified Regional Roads' (as published and amended from time to time by Transport for NSW) <p>For clarity, this includes unclassified roads and all regional roads (whether classified or not).</p>
LTF	Abbreviated reference to the Local Transport Forum.
'meeting' of the Local Transport Forum	Reference to a session of the Local Transport Forum. Meetings can be held physically, digitally, or via correspondence.
portable traffic control light	<p>Approved traffic signals that are transportable and not permanently installed.</p> <p>For the purposes of the Authorisation and Delegation Instrument, 'portable traffic control light' is understood and used as per 'portable traffic signal' in Transport's Traffic Control at Work Sites Technical Manual (TS 05492, as amended from time to time).</p>
prescribed traffic control device	<p>A sign, signal, marking, structure, or other device to direct or warn traffic on a road (or part of a road) that is prescribed by the statutory rules of the <i>Road Transport Act 2013</i> for the purposes of this definition. Refer to the <i>Road Transport Act 2013</i>.</p> <p>For the purposes of this definition, the <i>Road Transport (General) Regulation 2021</i> prescribes traffic control devices of a kind mentioned in the <i>Road Rules 2014</i>.</p> <p>Examples of a prescribed traffic control device:</p>

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<div style="display: flex; justify-content: space-around; align-items: center;">   </div> <p><i>NOTE: 'Prescribed traffic control device' is commonly confused with 'traffic control device' or 'traffic control facility'.</i></p> <p><i>'Prescribed traffic control device' is the term which relates to the regulatory signs, signals, markings, etc. of which contravention is an offence. It is 'prescribed traffic control devices' that are the subject of provision (e) of the Instrument (the 'prescribed traffic control device authorisation').</i></p>	
prescribed traffic control device authorisation	Abbreviated reference to the authorisation issued through provision (e) of the Authorisation and Delegation Instrument.
proposal	Abbreviated reference to the intended exercise by council of a function enabled by the Authorisation and Delegation Instrument.
PTCD	Abbreviated reference to 'prescribed traffic control device'.
public event	For the purposes of the Authorisation and Delegation Instrument, 'public event' means any market, gathering, performance, festival, march, celebration, commemoration, or similar held on a road, whether organised by a delegate or another party, and open to the public to attend.
public passenger service	<p>The transport, by a motor vehicle, vessel, aircraft, train, or other vehicle prescribed by the regulations of the <i>Passenger Transport Act 2014</i> for the purposes of this definition, of passengers within, or partly within, New South Wales for a fare. Refer to the <i>Passenger Transport Act 2014</i>.</p> <p>For the purposes of the Authorisation and Delegation Instrument;</p> <ul style="list-style-type: none"> • A passenger service under the <i>Point to Point Transport (Taxis and Hire Vehicles) Act 2016</i> is excluded • A passenger service that operates without collection of a fare is included
regular bus service	As identified on Transport's online Bus Route Map or on advice of Transport.
regulate traffic	To restrict or prohibit the passage along a road of persons, vehicles, or animals. Refer to the <i>Roads Act 1993</i> .
restrict or prohibit passage	<p>For the purposes of the Authorisation and Delegation Instrument:</p> <ul style="list-style-type: none"> • 'Restrict' means a partial constraint, such as passage only during particular times or for particular purposes (e.g. 'local access only') • 'Prohibit' means to bar or prevent passage, such as a mid-block

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	<p>traffic filter</p> <p>For clarity, compelling or preventing a turn from one public road to another is a restriction on passage. A reduction in vehicle speed or road capacity does not constitute a restriction on passage.</p>
road and road related area	<p>A road is an area that is open to or used by the public and is developed for, or has as one of its main uses, the driving or riding of motor vehicles. Refer to the <i>Road Rules 2014</i>.</p> <p>A road related area is any of the following:</p> <ul style="list-style-type: none"> • an area that divides a road • a footpath or nature strip adjacent to a road • an area that is not a road and that is open to the public and designated for use by cyclists or animals • an area that is not a road and that is open to or used by the public for driving, riding, or parking vehicles <p>Refer to the <i>Road Rules 2014</i>.</p>
road event	<p>Means a speed contest or such other activity as may be prescribed by the regulations for the purposes of this definition. Refer to the <i>Roads Act 1993</i>.</p> <p>For the purposes of this definition, the <i>Roads Regulation 2018</i> also prescribes filming projects within the meaning of the <i>Local Government Act 1993</i> and neighbourhood activities as defined in s79.</p>
road work	<p>Includes any kind of work, building or structure (such as a roadway, footway, bridge, tunnel, road-ferry, rest area, transitway station or service centre or rail infrastructure) that is constructed, installed or relocated on or in the vicinity of a road for the purpose of facilitating the use of the road as a road, the regulation of traffic on the road or the carriage of utility services across the road, but does not include a traffic control facility. Refer to the <i>Roads Act 1993</i>.</p> <p>To carry out road work includes to carry out any activity in connection with the construction, erection, installation, maintenance, repair, removal or replacement of a road work. Refer to the <i>Roads Act 1993</i>.</p>
roads authority	<p>A person or body that is, by or under the <i>Roads Act 1993</i>, declared to be a roads authority and, in relation to a particular public road, means the roads authority for that road. Refer to the <i>Roads Act 1993</i>.</p>
special event parking scheme	<p>Where the whole, or a part of, a road has been set aside as a special event parking area. Refer to the <i>Road Transport (General) Regulation 2021</i>.</p> <p>A special event parking area is the network of roads in an area with –</p> <ul style="list-style-type: none"> (a) a special event parking area sign on each road into the area, and (b) an end special event parking area sign on each road out of the area. <p>Refer to the <i>Road Rules 2014</i>.</p>
traffic control device	<p>A traffic sign, road marking, traffic signals, or other device, to direct or warn traffic on, entering, or leaving a road. Refer to the <i>Road Rules 2014</i>.</p>

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Examples of a traffic control device:



NOTE: 'Traffic control device' is commonly confused with 'traffic control facility' or 'prescribed traffic control device'.

'Prescribed traffic control device' is the term which relates to the regulatory signs, signals, markings, etc. of which contravention is an offence. It is 'prescribed traffic control devices' that are the subject of provision (e) of the Instrument (the 'prescribed traffic control device authorisation'). 'Traffic control devices' may already be installed and used by councils without relying on the Instrument.

traffic control facility

Means—

- (a) traffic control lights on roads or road related areas, and equipment used in connection with traffic control lights, or
- (b) any sign, marking, structure or device containing or relating to a requirement or direction, contravention of which is an offence arising under—
 - (i) this Act or the regulations, or
 - (ii) any other Act, regulation or by-law prescribed for the purposes of this subparagraph, or
- (c) any other sign, marking, structure or device that is intended to promote safe or orderly traffic movement on roads or road related areas or to warn, advise or inform the drivers of vehicles, or pedestrians, of any matter or thing in relation to vehicular or pedestrian traffic or road conditions or hazards, or
- (d) any bridge or subway or other facility for use by pedestrians over, across, under or alongside a road or road related area, or
- (e) any other thing prescribed as a traffic control facility by the regulations.

Refer to the *Transport Administration Act 1988*.

For the purposes of (b)(ii) above, the *Transport Administration (General) Regulation 2018* prescribes the road transport legislation within the meaning of the *Road Transport Act 2013*, which includes the *Road Rules 2014*.

NOTE: 'Traffic control facility' is commonly confused with 'traffic control device' or 'prescribed traffic control device'.

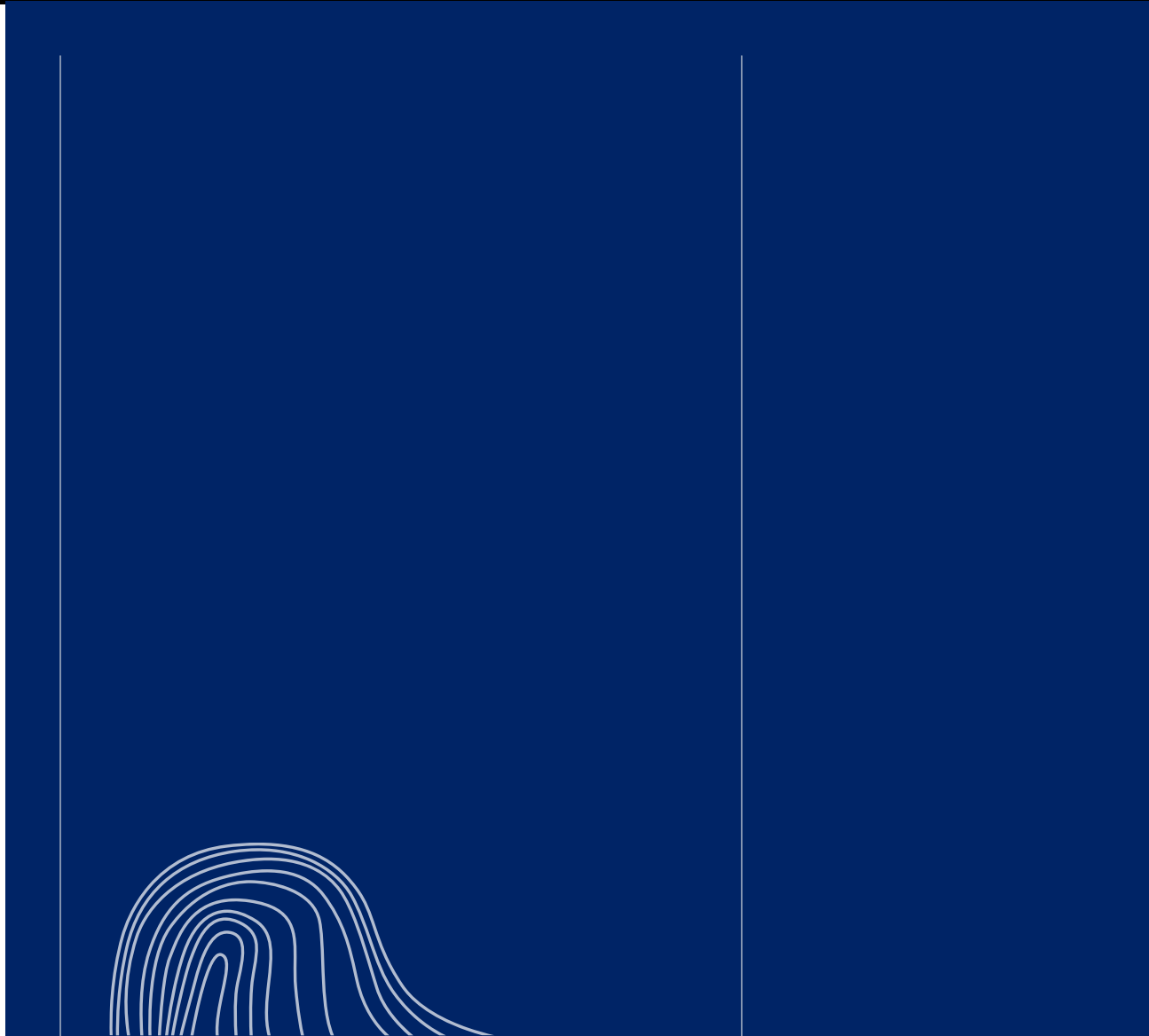
'Prescribed traffic control device' is the term which relates to the regulatory signs, signals, markings, etc. of which contravention is an offence. It is 'prescribed traffic control devices' that are the subject of provision (e) of the Instrument (the 'prescribed traffic control device authorisation').

traffic control light

For the purposes of the Authorisation and Delegation Instrument, 'traffic control light' is understood and used as per 'traffic signal' in the *Road Rules 2014*.

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traffic control work	Includes any activity in connection with the construction, erection, installation, maintenance, repair, removal or replacement of a traffic control facility. Refer to the <i>Roads Act 1993</i> .
traffic signal	Bicycle crossing lights, B lights, overhead lane control signals, pedestrian lights, T lights, traffic arrows, traffic lights, or twin red or yellow lights. Refer to the <i>Road Rules 2014</i> .
Transport	Abbreviated reference to 'Transport for New South Wales'.



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The Authorisation & Delegation Instrument

(i) What is it?

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- The 2025 Authorisation and Delegation Instrument **replaces** the 2011 Delegation to Councils and the 2023 Temporary Delegation
- Authorises councils to use **prescribed traffic control devices**
- Delegates Transport's powers to **regulate traffic** for any purpose
- Allows councils to **sub-delegate** these functions to staff

How does it work?

- Under s122 of the *Road Transport Act 2013*, Transport's authorisation is required to use a 'prescribed traffic control device'. The 2025 Instrument grants this authorisation.
- Under Part 8 of the *Roads Act 1993*, Transport may regulate traffic for any purpose. The 2025 Instrument provides councils with this power on unclassified roads and all regional roads.

Don't councils have their own powers?

Yes. The 2025 Instrument is **additional** to powers already available to councils by law:

- Council has powers under the *Roads Act 1993* to do **road work** (s71) and **traffic control work** (s87)
- Council can 'regulate traffic' around works and for other specified reasons that cover things like regular maintenance operations or protecting the public from hazards (refer to s115 in Part 8)

What extra can councils do with the Instrument?

- Regulate traffic for reasons unrelated to road work, such as holding a market or an Anzac Day march
- Avoid 28-day notification requirements that otherwise apply under s116 of the *Roads Act 1993*
- Use prescribed traffic control devices without applying for Transport consent every time

Are there conditions?

Yes. Schedule 4 sets out conditions and limitations, including:

- *Scope* – the Instrument may be used on unclassified roads and all regional roads but may not be used on 'State' roads unless provided with written consent from Transport
- *Consultation and coordination* – Council must convene a 'Local Transport Forum' for some proposals, and may need to consult with public transport operators and/or notify NSW Police
- *Types of traffic control devices* – some devices, such as speed signs, cannot be used
- *Design* – Council must use [NSW Design of Roads and Streets Manual \(DORAS\)](#) as a primary reference
- *Record-keeping* – the Local Transport Forum must be informed of uses of prescribed traffic control devices, and proceedings must be publicly recorded

Additional related references for practitioners

[NSW Design of Roads and Streets Manual \(DORAS\)](#)
 [Guides](#)
 [More resources](#)
 [Cycleway Design Toolbox](#)
[Bus Route Map](#)
[Road classifications](#)
[Transport Standards Portal](#)
[Traffic Signs Register](#)



This note is intended to aid practitioners using the Authorisation and Delegation Instrument. To ensure legal and technical compliance, please refer to the Instrument itself, the associated Guide, and Transport's [website](#).

The Authorisation & Delegation Instrument

(ii) What has changed?

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- The 2025 Instrument **replaces** the 2011 Delegation to Councils and the 2023 Temporary Delegation
- Councils have **more options** when regulating traffic and using prescribed traffic control devices
- Councils can simplify their practices if (and when) they choose
- 'Local Traffic Committee' is **replaced** by 'Local Transport Forum'

Key changes from the 2011 Delegation to Councils

- Local Traffic Committee is renamed Local Transport Forum (LTF) to better reflect its purpose/function
- In many cases, councils can manage their network (unclassified roads and all regional roads), including for events, without prior LTF review
- Councils can sub-delegate functions to staff
- Traffic Management Plans are no longer required at LTF
- Regional Traffic Committee has been discontinued
- Restrictions relating to 'nominated' train stations have been discontinued
- Simplified rules for use of portable traffic control lights and roadwork speed limit signs
- Pre-approvals or advance expressions of support are not required from council in order to refer to LTF

Consultation and referral of proposals

- Generally, council may decide which proposals to send to the LTF for advice or coordination.
- Prior referral to the LTF is only required where:
 - regulation of traffic exceeds 6 months in duration
 - public transport is negatively affected for more than 24 hours
- For proposals affecting buses, consultation with bus operators is required
- Transport and NSW Police must be given 7 days' notice of on-road public events

Local Transport Forum (LTF)

- Core membership is unchanged: Council, Transport, Police, local Member(s) of NSW Parliament
- Bus operators may be given a standing invite or invited where relevant proposals are on agenda
- Council has discretion to invite any others as observers or participants
- There is no voting and no requirement for unanimity

Resolving disagreement

- Councils are responsible for decisions on their network
- Transport may issue a 'Statement of Concern' following discussion at the LTF; this will document risks and make time (up to 14 days) for further discussion
- In rare cases, serious disagreements can be managed under existing legislation

Additional related references for practitioners

[NSW Design of Roads and Streets Manual \(DORAS\)](#) [Guides](#) [More resources](#) [Cycleway Design Toolbox](#)
[Bus Route Map](#) [Road classifications](#) [Transport Standards Portal](#) [Traffic Signs Register](#)



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Local Transport Forum (LTF)

(i) Function and responsibilities

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- Local Transport Forum (LTF) **replaces** Local Traffic Committee
- It is an **advisory body** to support council as decision-maker for unclassified roads & regional roads
- Offers technical advice, coordination, and expertise
- **Not** an approval body and does **not** make decisions

Membership

- Council, plus three mandatory invitees: Transport, Police, local Member(s) of NSW Parliament
- Council must invite the operator of any public passenger service likely to be affected by a proposal
- Council is welcome to invite others to participate or observe
- There are no voting members

Focus

- Collaboration between agencies involved in transport management
- Advice on street design, infrastructure, and traffic control facilities
- Coordination of planned events and activities
- Advice and information sharing on transport plans, policy, and management
- Ensuring a public record of decisions relating to roads and streets

Roles and responsibilities

- **Council:** decision-maker; proponent; representative of local community interests (residents, businesses, etc.); responsible for safety of users on their network
- **Transport:** advice regarding state-level interests such as public transport planning and operation, road safety, general standards, 'State' network planning and operation
- **Police:** event safety and management advice, law enforcement, highway patrol, public safety, etc.
- **Local Member(s) of NSW Parliament:** representations on community interests and concerns

How it works

- Members provide advice, but do not vote
- LTF advice does not need to be unanimous
- Council must consider advice given by members
- If significant concerns cannot be resolved, Transport (only) may file a Statement of Concern within 7 days; council must then respond in writing to all members and wait 7 days before proceeding

Administration

- Convened and managed by council, with frequency and format at the discretion of council
- Must operate formally with an agenda and minutes to be made public
- Refer to the Guide for details regarding public record-keeping and accessibility obligations

Additional related references for practitioners

[NSW Design of Roads and Streets Manual \(DORAS\)](#)

[Guides](#)

[More resources](#)

[Cycleway Design Toolbox](#)

[Bus Route Map](#)

[Road classifications](#)

[Transport Standards Portal](#)

[Traffic Signs Register](#)



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Local Transport Forum (LTF)

(ii) Referrals and review

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- The Local Transport Forum (LTF) provides **advice** and **coordination**
- Some proposals must be referred to the LTF before they are implemented
- Most proposals may be referred at council's discretion
- Notification and consultation requirements apply to some proposals

What must be referred to the LTF?

- Proposals which, for **longer than 6 months**:
 - restrict or prohibit passage on a road of any persons, vehicles, or animals; or
 - compel or prevent a turn from one public road to another public road
- Proposals which, for **longer than 24 hours**:
 - prevent or hinder the safe or efficient operation of a public passenger service; or
 - prevent access to a public transport station, stop, wharf, or service; or
 - remove or render less effective any bus priority measure
- Proposals of **less than 24 hours** are not required to be referred

How?

- Council issues agenda, with enough detail on proposals to allow members to understand and provide informed advice (e.g. concept design and traffic arrangements)
- Traffic Management Plans not mandatory, but proposals should identify potential effects
- Members advise on design, safety, network issues, & coordination with other projects or events
- Council must consider any advice provided by the LTF
- Council must table at the LTF a record of any use of prescribed traffic control devices not previously referred for advice

Statement of Concern (SoC)

- Where Transport for NSW has concerns about a proposal for which prior referral is mandatory, and these are not resolved in discussion, it may inform the LTF that it intends to issue, within 7 days, a SoC. A proposal **must not** be implemented during this time.
- A SoC outlines Transport's concerns and suggests mitigations or alternatives. It can relate to an entire proposal or to a specific detail.
- Provided it is received within 7 days, council must consider the SoC and issue a **written response** to all LTF members. After a *further* 7 days, council may proceed with the proposal at its discretion.
- A SoC does not oblige a proposal to be altered or withdrawn. It supports transparency by ensuring significant risks or issues are placed on the public record and openly discussed and considered. It also allows time for discussion and collaborative risk mitigation.

Additional related references for practitioners

[NSW Design of Roads and Streets Manual \(DORAS\)](#) [Guides](#) [More resources](#) [Cycleway Design Toolbox](#)
[Bus Route Map](#) [Road classifications](#) [Transport Standards Portal](#) [Traffic Signs Register](#)



This note is intended to aid practitioners using the Authorisation and Delegation Instrument. To ensure legal and technical compliance, please refer to the Instrument itself, the associated Guide, and Transport's [website](#).

Using the Instrument

Events & trials on local streets

transport.nsw.gov.au | July 2025

- Transport has simplified rules for holding on-street events and trialling changes to local roads:
 - Referral to the LTF is **not required** for events of **less than 24 hours**
 - Referral to the LTF is **not required** for trial changes to roads of **less than 6 months**
- Some commonsense conditions apply

How can councils manage events and activities?

- The 2025 Instrument allows councils to regulate traffic 'for any purpose', inc. events, markets, etc.
- Councils must consult with bus operators if an event is likely to affect operations, but events do not need to be referred to the LTF unless they hinder public transport for >24 hours.
- Notify Transport and Police at least 7 days before a public event.

What about trial road changes?

- Trialling is a low-cost way to test and refine proposals with real community input.
- Examples include street 'closures' to calm neighbourhood traffic, modal filters to create low-traffic cycle routes, medians that prevent turns, or kerbside reallocation to expand footpaths.



Examples of trial and permanent treatments from [NSW Design of Roads and Streets Manual \(DORAS\)](#)

- Trials of up to 6 months don't require referral to the LTF.
- To make permanent after 6 months, council must refer a proposal to the LTF.

What existing powers do councils have?

- Council can use s166 of the *Liquor Act 2007* to regulate traffic for outdoor dining and performance space. No other approvals are required, except 7 days' notice to the public, Transport, and Police.
- Council can use issue a permit (under s144 of the *Roads Act 1993*) for a 'neighbourhood activity' such as a Christmas party. No other approvals are required.

Resources and support

- Councils can bring any event or proposal to the LTF for coordination or advice at their discretion.
- Refer to [Transport's event management guidelines](#) for additional support.



This note is intended to aid practitioners using the Authorisation and Delegation Instrument. To ensure legal and technical compliance, please refer to the Instrument itself, the associated Guide, and Transport's [website](#).

Using the Instrument

Designing for public transport

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- Critical public transport services operate on every kind of road and street
- Council **must** consult operators if a change is likely to affect buses or other public transport
- Some proposals affecting services **must** be referred to the Local Transport Forum (LTF) and operators **must** be invited
- Resources to help with designing for buses are available on Transport's website

Consultation

- If a proposal is likely to affect a public passenger service, consult with the operator
- Use professional judgement as to whether impacts are likely. If in doubt, consult!
- Give operators at least 7 days to respond, and more wherever possible.
- Operators are responsible for feedback. If no comments are returned, council may proceed.
- Details of consultation outside of the LTF must be tabled as a record as soon as practicable.

Referral to the LTF

- Any proposal likely to seriously affect a service must be referred to the LTF.
- Proposals must be referred if they, for more than 24 hours:
 - prevent, impede, or hinder the safe or efficient operation of a public passenger service; or
 - prevent access to a public transport station, stop, wharf, or service; or
 - remove or render less effective any bus priority measure
- Operators must be invited to any LTF meeting where a relevant proposal is on the agenda.

What is a 'public passenger service'?

- 'Public passenger service' is defined in the Guide and the *Passenger Transport Act 2014*
- It includes school buses, regular route buses, rail replacement buses, and nightride services

What if an operator objects?

- If an operator has concerns, council should seek to resolve the issue by negotiation
- In cases of serious disagreement at the LTF, Transport may issue a formal Statement of Concern – this triggers a short delay during which parties may negotiate a resolution

Designing for public transport

- Transport guidance includes the [Bus Priority Infrastructure Planning Toolbox](#) and the [Bus Stop Urban Design Guideline](#)
- Bus route mapping is also available [online](#) and on [Transport's Open Data Hub](#)

Additional related references for practitioners

[NSW Design of Roads and Streets Manual \(DORAS\)](#) [Guides](#) [More resources](#) [Cycleway Design Toolbox](#)
[Bus Route Map](#) [Road classifications](#) [Transport Standards Portal](#) [Traffic Signs Register](#)



This note is intended to aid practitioners using the Authorisation and Delegation Instrument. To ensure legal and technical compliance, please refer to the Instrument itself, the associated Guide, and Transport's [website](#).

Understanding key terms

Regulation of traffic and PTCD

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What is 'regulation of traffic'?

'Regulate traffic' is defined in the [Dictionary](#) of the Roads Act 1993 to mean "restrict or prohibit the passage along a road of persons, vehicles, or animals"

- Regulation of traffic can be permanent or temporary.
- Temporary regulation happens at worksites every day – usually for safety reasons.
- Permanent regulation includes network changes – such as a mid-block road 'closure' for vehicles that is permeable to people walking or riding bicycles.
- Examples of 'restrict(ing) passage' include one-way controls, peak hour turn bans, or mandatory turns.
- Road features such as roundabouts, raised thresholds, speed humps, or narrower lanes are **not** regulation of traffic because they do not restrict or prohibit passage.

What is a 'prescribed traffic control device' (PTCD) and what is a 'traffic control device'?

A 'prescribed traffic control device' (PTCD) is a sign, signal, marking, structure, or other device that is subject to a Road Rule (meaning penalties apply if ignored).

- Stop signs, traffic signals, dividing lines, and speed limits are all examples of PTCD.
- A 'traffic control device' directs or warns traffic but is not associated with a penalty. An example is a 'curve ahead' sign.
- PTCD are defined in [s121](#) and use requires Transport's authorisation under [s122](#) of the Road Transport Act 2013. (See also [s26](#) of the Road Transport (General) Regulation 2021.)
- The Authorisation and Delegation Instrument provides this authorisation, subject to conditions and exclusions.



What is a 'traffic control facility' and what is 'traffic control work'?

'Traffic control facilities' include both ordinary and prescribed traffic control devices, as well as some other facilities, such as pedestrian bridges and underpasses.

- For a full definition, refer to [s8A](#) in Schedule 1 the Transport Administration Act 1988 and [s9](#) of the Transport Administration (General) Regulation 2018.
- 'Traffic control work' is any activity in connection with the installation, maintenance, or removal of a traffic control facility (refer to the [Dictionary](#)).

Council's powers

- [s71](#) of the Roads Act 1993 grants councils the power to do road work (defined in the [Dictionary](#))
- [s87](#) of the Roads Act 1993 grants councils the power to carry out traffic control work
- [s115](#) of the Roads Act 1993 grants councils the power to regulate traffic to undertake road work, other work, and for other prescribed purposes such as preventing damage to a road

Transport's powers

- [ss71, 87](#) of the Roads Act 1993 allow Transport to do road work and traffic control work on any road
- [s115](#) of the Roads Act 1993 grants Transport the power to regulate traffic 'for any purpose'
- The Authorisation and Delegation Instrument delegates Transport's [s115](#) power to councils (subject to conditions), which means councils can also regulate traffic for any purpose – inc. a parade or event



This note is intended to aid practitioners using the Authorisation and Delegation Instrument. To ensure legal and technical compliance, please refer to the Instrument itself, the associated Guide, and Transport's [website](#).

The Authorisation & Delegation Instrument

Practitioner checklists

transport.nsw.gov.au | July 2025

Depending on the type of works/activity, council may have options for implementation. The checklists below provide a quick reference of relevant conditions when using the Instrument, based on two questions:

- Does the proposal involve use of a prescribed traffic control device?
- Does the proposal trigger any of the five effects listed in Condition #3(a) of Schedule 4?

'Prescribed traffic control device' is defined in the Road Transport Act 2013 as a sign, signal, marking, structure, or other device to direct or warn traffic on a road (or part of a road) that is prescribed by the statutory rules.

The Road Transport (General) Regulation 2021 prescribes "traffic control devices of a kind mentioned in the Road Rules 2014", meaning that prescribed traffic control devices are those traffic control devices of which contravention is an offence under the Road Rules 2014.

Condition #3(a) in Schedule 4 of the Instrument requires prior referral to the Local Transport Forum of any proposal that would:

for a period exceeding 6 months:

- (i) restrict or prohibit passage along a road of any persons, vehicles, or animals; or
- (ii) compel or prevent a turn from one public road to another public road;

or, for a period exceeding 24 hours:

- (iii) prevent, impede, or hinder the safe or efficient operation of a public passenger service; or
- (iv) prevent access to a public transport station, stop, wharf, or service; or
- (v) remove or render less effective any bus priority measure.

Which checklist should be used?

Does the proposal do either of the following for more than 6 months?

- (i) restrict/prohibit passage
- (ii) compel/prevent a turn

If **YES**, refer to **Checklist A**

If **NO**, proceed to next question

Does the proposal do any of the following for more than 24 hours?

- (iii) prevent/impede/hinder the safe/efficient operation of public transport
- (iv) prevent access to public transport stations, stops, etc.
- (v) remove/render less effective any bus priority measure

If **YES**, refer to **Checklist A**

If **NO**, proceed to next question

Does the proposal involve use of a prescribed traffic control device?

If **YES**, refer to **Checklist B**

If **NO**, refer to **Checklist C**

Additional related references

[NSW Design of Roads and Streets Manual \(DORAS\)](#) [Guides](#) [More resources](#) [Cycleway Design Toolbox](#)

[Bus Route Map](#)

[Road classifications](#)

[Transport Standards Portal](#)

[Traffic Signs Register](#)



The information here is intended to aid practitioners using the Authorisation and Delegation Instrument but is not exhaustive. To ensure legal and technical compliance, please refer to the Instrument itself, the associated Guide, and Transport's [website](#).

CHECKLIST A	
<i>For proposals that require prior referral to the Local Transport Forum (regardless of whether they use a prescribed traffic control device)</i>	
<p>Condition #1 of Schedule 4: Scope of Authorisation and Delegation</p> <p>The proposal must be (a) located within your council's local government area; (b) not on a road classified as a Freeway, Controlled Access Road, Tollway, or Transitway; and (c) not on a 'State' road per the 'Schedule of Classified Roads and Unclassified Regional Roads' (except with the written consent of Transport).</p>	<input type="checkbox"/>
<p>Condition #6 of Schedule 4: References</p> <p>Council must use the NSW Design of Roads and Streets Manual (TS 00066) as a primary reference when exercising functions or carrying out works.</p> <p>Any use of a portable traffic control light or R4-212n roadwork speed limit sign must be in accordance with the Transport for NSW Traffic Control at Work Sites Manual (TS 05492).</p>	<input type="checkbox"/>
<p>Condition #3 of Schedule 4: Mandatory prior referral of some proposals</p> <p>The following must be invited to a meeting of the Local Transport Forum:</p> <ul style="list-style-type: none"> (i) the delegate (council) (ii) Transport for NSW (iii) NSW Police Force (iv) The local Member(s) of Parliament (v) The operator of any public passenger service likely to be affected by traffic control work proposed by the delegate <p>Council is responsible for administering the Local Transport Forum, but must:</p> <ul style="list-style-type: none"> • provide attendees with the agenda at least seven days in advance • include sufficient information to enable review of items submitted for advice • circulate draft and finalised meeting minutes <p>Council must consider any advice provided by the Local Transport Forum, but any decisions are the sole responsibility of council regardless of advice received.</p> <p>If Transport signals their intent to submit a Statement of Concern, council may not proceed with implementation of the subject proposal until the sooner of seven days or receipt of the Statement.</p> <p>Following receipt of a Statement of Concern, council must circulate to members of the Local Transport Forum a written response addressing the issues raised and council's next steps. Seven days after issuing this response, council may proceed with implementation.</p>	<input type="checkbox"/>
<p>Condition #4 of Schedule 4: Keeping of records</p> <p>The proceedings of the Local Transport Forum must be recorded and made public as soon as practicable.</p> <p>The proceedings must include the agenda, minutes, records of use of the prescribed traffic control device authorisation, the entirety of any Statements of Concern submitted by Transport, and the entirety of any council responses to a Statement of Concern. They must be made publicly available online in an easily accessible manner.</p>	<input type="checkbox"/>

CHECKLIST B

For proposals that:

- **involve use of a prescribed traffic control device**
- **do not require prior referral to the Local Transport Forum**

Condition #1 of Schedule 4: Scope of Authorisation and Delegation

The proposal must be (a) located within your council's local government area; (b) not on a road classified as a Freeway, Controlled Access Road, Tollway, or Transitway; and (c) not on a 'State' road per the 'Schedule of Classified Roads and Unclassified Regional Roads' (except with the written consent of Transport).

☐

Condition #6 of Schedule 4: References

Council must use the NSW Design of Roads and Streets Manual (TS 00066) as a primary reference when exercising functions or carrying out works.

Any use of a portable traffic control light or R4-212n roadwork speed limit sign must be in accordance with the Transport for NSW Traffic Control at Work Sites Manual (TS 05492).

☐

Condition #5 of Schedule 4: Coordination

If the proposal is likely to affect the operation of a public passenger service, then council must consult with the operator of that service before implementing the proposal. This consultation may occur through direct engagement with the operator or via referral to the Local Transport Forum.

If consultation takes place outside of the Local Transport Forum, details of the consultation must be tabled at the Local Transport Forum as soon as practicable. Council may not proceed with implementation before providing the relevant operator(s) with at least seven (7) days to respond but may proceed with implementation if the operator does not reply. Council may proceed before tabling the consultation record at the Local Transport Forum.

If consultation takes place through referral of the proposal to the Local Transport Forum, the relevant operator(s) must be invited to that meeting.

☐

Condition #5 of Schedule 4: Coordination

If the proposal involves regulation of traffic for the purposes of a public event, then council must notify both Transport and NSW Police at least seven (7) days prior to implementation. This notification may occur through direct outreach or via referral to the Local Transport Forum.

☐

Condition #4 of Schedule 4: Keeping of records

Use of the prescribed traffic control device authorisation must be recorded with the Local Transport Forum.

If a proposal involving a prescribed traffic control device was not referred to the Local Transport Forum for advice in advance of its implementation, then a post facto record must be tabled at the Local Transport Forum as soon as practicable (and no later than three months after the fact).

A post facto record must include the type of device, specific location, and date of completion.

☐

CHECKLIST C	
For proposals that: <ul style="list-style-type: none"> • do <u>not</u> involve use of a prescribed traffic control device • do <u>not</u> require prior referral to the Local Transport Forum 	
Condition #1 of Schedule 4: Scope of Authorisation and Delegation The proposal must be (a) located within your council's local government area; (b) not on a road classified as a Freeway, Controlled Access Road, Tollway, or Transitway; and (c) not on a 'State' road per the 'Schedule of Classified Roads and Unclassified Regional Roads' (except with the written consent of Transport).	<input type="checkbox"/>
Condition #6 of Schedule 4: References Council must use the NSW Design of Roads and Streets Manual (TS00066) as a primary reference when exercising functions or carrying out works.	<input type="checkbox"/>
Condition #5 of Schedule 4: Coordination If the proposal is likely to affect the operation of a public passenger service, then council must consult with the operator of that service before implementing the proposal. This consultation may occur through direct engagement with the operator or via referral to the Local Transport Forum. If consultation takes place outside of the Local Transport Forum, details of the consultation must be tabled at the Local Transport Forum as soon as practicable. Council may not proceed with implementation before providing the relevant operator(s) with at least seven (7) days to respond but may proceed with implementation if the operator does not reply. Council may proceed before tabling the consultation record at the Local Transport Forum. If consultation takes place through referral of the proposal to the Local Transport Forum, the relevant operator(s) must be invited to that meeting.	<input type="checkbox"/>
Condition #5 of Schedule 4: Coordination If the proposal involves regulation of traffic for the purposes of a public event, then council must notify both Transport and NSW Police at least seven (7) days prior to implementation. This notification may occur through direct outreach or via referral to the Local Transport Forum.	<input type="checkbox"/>



Tamworth Local Transport Forum

Location

The Leader Building, Level 3 Meeting Room 3 (or Zoom), Wednesday 9.00am, 3 September 2025

MINUTES

Quorum Members	Company	On Site/Zoom
Cr Jeffery Budd (Chair)	Tamworth Regional Council	Y – On Site
Bonnie Haverhoek	Transport for NSW	Y – On Site

Mandatory Invitees	Company	On Site/Zoom
Sgt Carter Knyvett	NSW Police Force	Y – On Site
Amy Crocker	Local Member of Parliament Rep	Y – On Site
Phil Ferguson	Tamworth Buslines	Y – On Site

Members	Company	On Site/Zoom
Cr Matthew Sharpham	Tamworth Regional Council	Y - Zoom
Nicholas Smith	Tamworth Regional Council	Y – On Site
Steven Marshall	Tamworth Regional Council	Y – On Site
Jay Morrow	Tamworth Regional Council	Y – On Site
Angie Lawrence (Minutes)	Tamworth Regional Council	Y – On Site
Murray Russell	Tamworth Regional Council	Y – On Site

1 APOLOGIES

Insp. Jacob Cantwell, Angie Taylor

2 PREVIOUS MINUTES / BUSINESS ARISING

Minutes from 6 August 2025 Tamworth Regional Local Traffic Committee **ATTACHED**

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3 ITEMS FOR ADVICE

Nil

4 ITEMS FOR INFORMATION ONLY

4.1 25/2025 - 2025 KOORI KNOCKOUT, RIVERSIDE SPORTING COMPLEX

Tamworth Regional Council will be playing host to the 2025 Koori Knockout on the Riverside Sporting Complex from Friday 3 October to Monday 6 October 2025.

The event consists of the following details:

Event Location:

- Riverside Sports Complex, Carter Street, Taminda

Date:

- Friday 3 October to Monday 6 October 2025

Road Affected:

- Carter Street, Taminda will be closed between Barnes Gully and Hirst Drive;
- Carter Street, West Tamworth to be restricted to Left In – Left Out only at Bridge Street;
- Gipps Street, West Tamworth to be restricted to Left In – Left Out only at Ebsworth Street.

The proposed Traffic Management Plan and applicable Traffic Guidance Scheme can be found **ATTACHED**, refer 'Tamworth Local Transport Forum - 03-09-2025 - Item 25-2025'.

NOTE: Road closures will be implemented morning of Friday 3 October 2025.

NOTE: All internal road networks within the Riverside Sporting Complex will be managed by the Sports and Recreation team.

ACTION: TfNSW advised they needed to see the Traffic Guidance Scheme (TGS) and an Road Occupancy Licence (ROL) due to the impacts on the State road network at Bridge Street. Council do develop the TGS and submit an ROL application.

ACTION: Tamworth Buslines asked if the Traffic Management Plan (TMP) could be updated to remove reference to the school bus service S127. Council are to update the TMP as there shouldn't be visitors accessing this service.

ACTION: Tamworth Buslines advised the reference to public bus services within Taminda should be removed from the TMP as they may create confusion to the public or visitors. Various public bus routes in Tamworth only offer a single AM and PM trip into Taminda. Council are to update the TMP.

NOTE: Tamworth Buslines asked if a bus stop / bus sign would be installed on Bridge Street (between BP and the Peel River) as installed for previous Country Music Festivals? Council advised that the bus stops will not be required as visitors to the Koori Knockout have historically not utilised public transport, but instead choose to walk or drive to the venue.

NOTE: A Taxi and Bus drop off area is proposed within the Riverside Sports Precinct. Details of this area will be provided within the TGS.

ACTION: NSW Police asked if the Traffic Lights phasing on Bridge Street (at Kable Avenue, Peel Street and the Marius Street lights) could be adjusted during the event to cater for the additional traffic turning left out of Carter Street. TfNSW to follow up this request.

4.2 85/2025 - WALLAMORE ROAD – STARR'S CULVERT - GIVE WAY TGS

Tamworth Regional Council would like to notify the forum regarding changes to traffic conditions on Wallamore Road, Westdale due to the poor condition of Starr's Culvert.

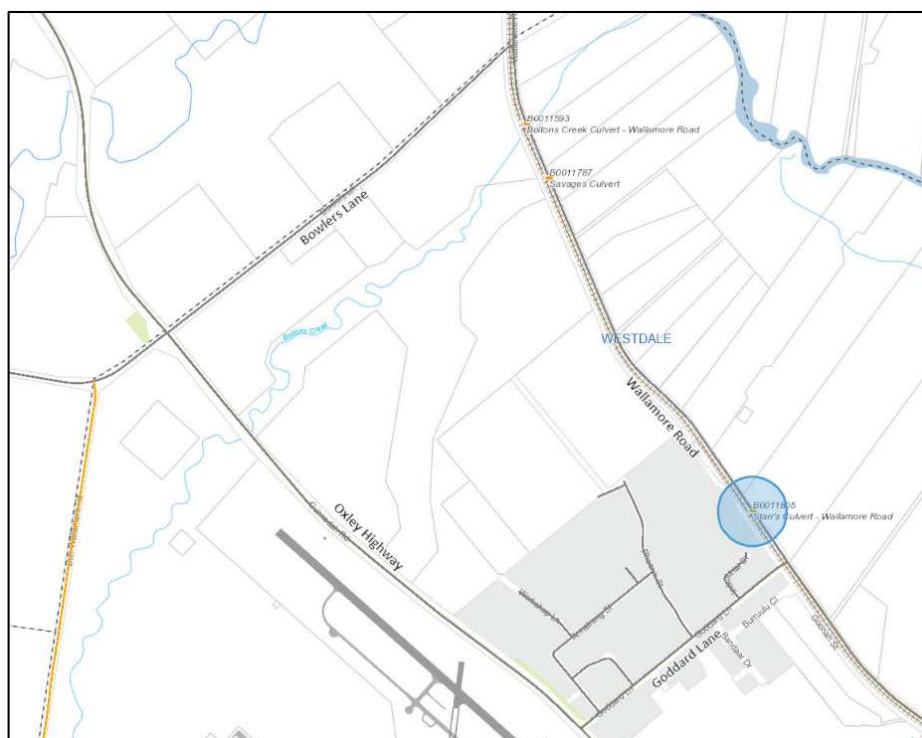


Figure 1: Starr's Culvert on Wallamore Road, Westdale

The proposed Traffic Guidance Scheme, **ATTACHED**, refer 'Tamworth Local Transport Forum - 03-09-2025 - Item 85-2025', shows Wallamore Road being restricted to one lane of traffic with the North Eastern travel lane closed. A temporary 40-kilometer speed limit will be installed for the duration of the lane closure.

NOTE: Council advised the forum that a 12tn Gross Load Limit has also been applied across the structure. Heavy vehicles are required to detour via the Oxley Highway whilst these restrictions are in place.

NOTE: Council advised that inspections are currently in progress on other culverts and bridges throughout the Tamworth LGA. Should any other issues be found during these inspections, Council will consequently advise the forum of any potential road impacts.

5 POST FACTO RECORDS

Sign No	Sign Description	Street Name	Suburb	Latitude	Longitude	Date Installed

6 GENERAL BUSINESS ITEMS

6.1 25/2025 – LOCAL TRANSPORT FORUM

Effective from the 1st August 2025, TfNSW have updated the authorisation and delegation to Tamworth Regional Council regarding 'Prescribed Traffic Control Devices and Regulation of Traffic'.

What's Changing:

- Local Traffic Committee is renamed Local Transport Forum (LTF) to better reflect its purpose/function
- In many cases, councils can manage their network (unclassified roads and all regional roads), including for events, without prior LTF review
- Councils can sub-delegate functions to staff
- Traffic Management Plans are no longer required at LTF
- Regional Traffic Committee has been discontinued
- Restrictions relating to 'nominated' train stations have been discontinued
- Simplified rules for use of portable traffic control lights and roadwork speed limit signs
- Pre-approvals or advance expressions of support are not required from council in order to refer to LTF

Consultation and Referral Process:

- Generally, council may decide which proposals to send to the LTF for advice or coordination.
- Prior referral to the LTF is only required where:
 - regulation of traffic exceeds 6 months in duration; and were
 - public transport is negatively affected for more than 24 hours.
- For proposals affecting buses, consultation with bus operators is required.
- Transport and NSW Police must be given 7 days' notice of on-road public events

Members:

- Quorum Members – Council and TfNSW
- Mandatory Invitees - Police, local Member(s) of NSW Parliament and Bus Operators.
- Council has discretion to invite any others as observers or participants
- There is no voting and no requirement for unanimity

NOTE: Council asked the Forum members whether there were any other transport bodies that they would like to see represented within the Local Transport Forum? Do Hannaford's need to have a representative in the Forum being a public bus operator?

- Tamworth Buslines advised they are happy to continue representing all bus companies within the LGA including Hannaford's.
- The Forum recommended that no additional members be represented within the Local Transport Forum at this stage.

NOTE: Forum members agreed for all future meetings to maintain a similar format to the previous Traffic Committee meetings. Any items that involve the installation of Prescribed Traffic Control Devices (regulatory signs), line markings or traffic control devices will continue to be raised at the Forum for information and advice purposes.

NOTE: Forum members agreed for any events that impact the road network to continue being presented to the Forum. This will address the minimum 7 days' notice required for TfNSW AND NSW Police.

6.2 84/2025 – PEDESTRIAN ACCESS ALONG THE MOORE CREEK ROAD, NORTH TAMWORTH

Council and the MP'S Office have been made aware of correspondence issued to the NSW Premier regarding the absence of a separated footpath along Moore Creek Road.

"I write to you as a deeply concerned resident of Tamworth, NSW, regarding the glaring absence of basic pedestrian infrastructure—footpaths and safe crossings—for children and residents who must walk along the edge of third-class roads to reach subdivisions, schools, and community facilities.

These roads, often narrow and poorly maintained, pose a daily and very real danger to those who have no choice but to walk them. The lack of footpaths and crossings is not a theoretical risk—it is an immediate and ongoing threat to life and safety. Children, families, and elderly residents are forced to navigate traffic without protection, and it is only a matter of time before tragedy strikes."

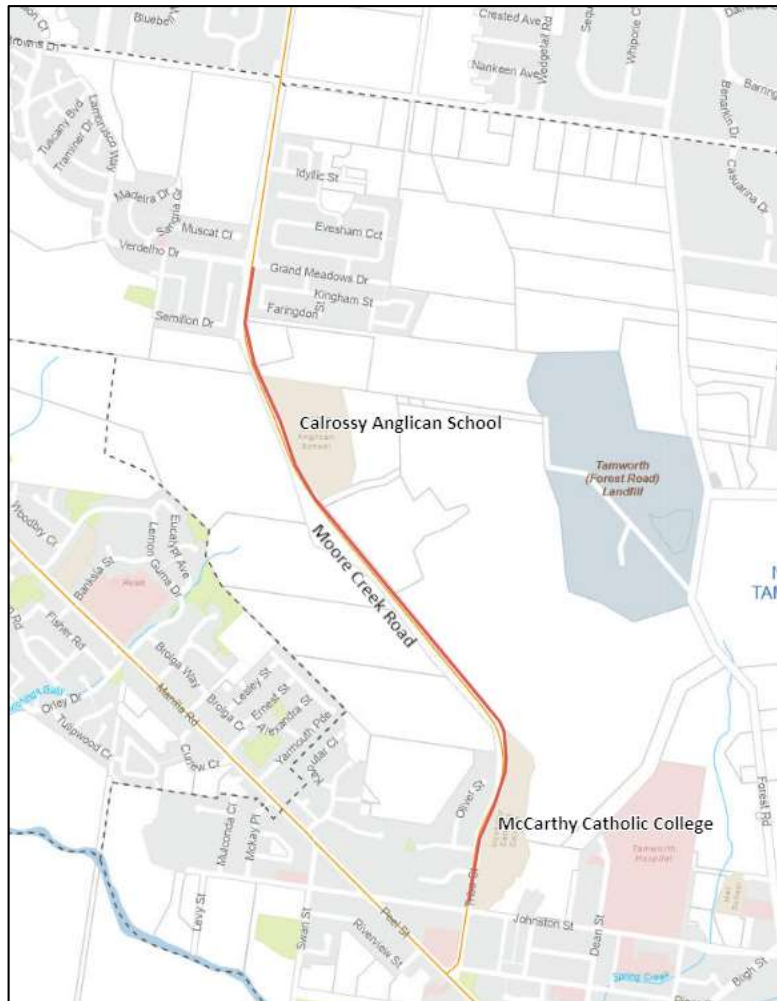


Figure 2: Proposed Shared Path link of Moore Creek Road, North Tamworth

NOTE: Council advised the Forum that the recent Get NSW Active 2025/26 grant application was unsuccessful for Moore Creek Road. Feedback regarding the application was overall positive with the only criticism of the design being an unsuitable crossing at Grand Meadows Drive, North Tamworth.

NOTE: TfNSW asked if Council had received any constructive options from their technical experts to ensure the design could be improved. Council advised some options were tabled but generally were not appropriate for the configuration of the location.

NOTE: Council advised the Forum that traffic counters have been installed around the Moore Creek Road and Grand Meadows drive roundabout to investigate whether four lanes are required on Grand Meadows Drive. Should the site only warrant two lanes, a Raised Pedestrian crossing could simply be included at this location.

ACTION: Member for Parliament Rep requested Council share any correspondence relating to this issue.

6.3 86/2025 - BOWLERS LANE/OXLEY HIGHWAY INTERSECTION, WESTDALE

The MP'S Office have raised a complaint received regarding the intersection of the Oxley Highway and Bowlers Lane, Westdale;

"My wife and children were involved in the accident on Bowlers Lane on Monday, and I would love to have a chat in regards to potential upgrades to improve this intersection."

Both roads having high speed limits and poor visibility (due to no lighting) at night time, cause me to worry this is not the last time an accident like this will happen."

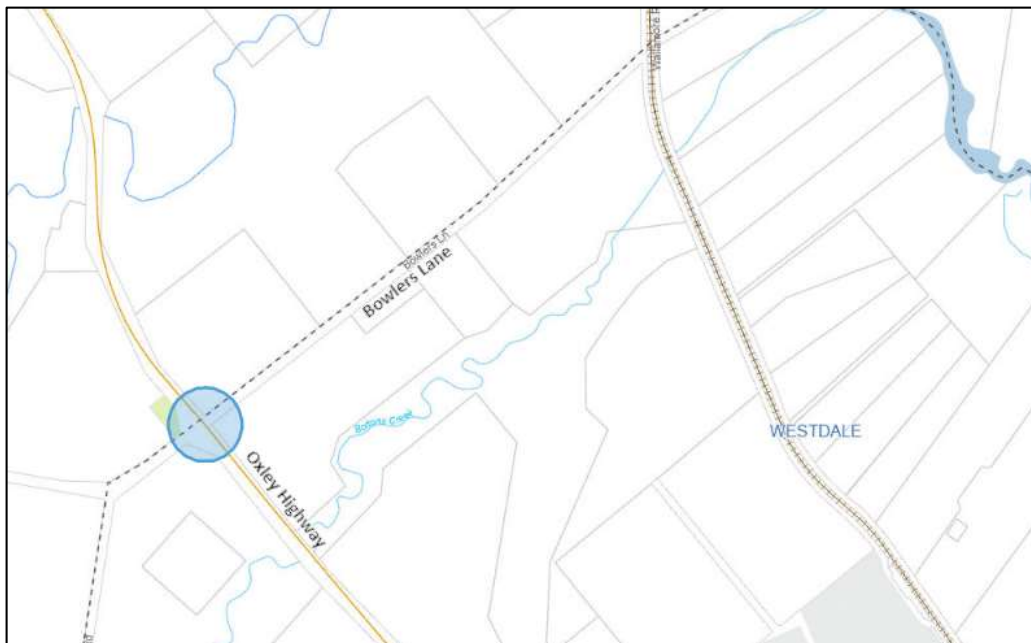


Figure 3: Bowlers Lane and Oxley Highway intersection, Westdale

NOTE: Following an inspection, TfNSW advised they have no concerns associated with this intersection. There is issues associated with sight distance; all the signs are good condition and can be seen well in advance and the appropriate advanced warning signs are installed.

NOTE: TfNSW advised the intersection does not meet the need for street lighting.

ACTION: TfNSW advised the only minor improvement; which did not contribute to the recent accident; could be refreshment of the intersection line marking. Council to investigate the site and refresh the line marking accordingly.

6.4 80/2023 - EBSWORTH AND BRIDGE STREETS INTERSECTION FAINT LINE MARKING

Councilor Budd requested an update on line marking at the Ebsworth Street and Bridge Street intersection.

ACTION: TfNSW advised they will continue to chase up with the responsible party.

7 DATE OF NEXT MEETING

Next meeting is scheduled for 1 October 2025

8 MEETING CLOSED

Meeting closed at 9.51am



KOORI KNOCKOUT 2025

Traffic Impact Assessment Letter

1st August 2025

1. Introduction

1.1 Background

Tamworth Regional Council has prepared a Traffic Impact Assessment (TIA) for the Koori Knockout 2025. The event will take place at the Plain St Sporting Fields in Tamworth NSW (Figure 1 below) from Friday 3rd October 2025 to Monday 6th October 2025.



Figure 1: Subject Site Location

The subject site is located adjacent to the Oxley Highway / Bridge Street state-controlled road, within 1km from the Tamworth CBD.

1.2 Scope of Assessment

The scope of this assessment includes the following:

- Reviewing the proposed layout and site access arrangements against Council's DCP and relevant Australian Standards (AS2890), and Austroads guidelines;
- Outlining the traffic relevant operational details of the event;
- Reviewing the car parking and access provisions and their suitability for the proposed event;
- Estimating the events traffic generation and external impacts to the surrounding road network across the duration of the event; and
- Recommending control measures that should be adopted for the proposed event.

2. Existing Conditions

2.1 Road Network

The existing road network surrounding the site is outlined in Table 2.1.

Table 2.1: External Road Network

Road Name	Jurisdiction	Type	Divided	No. of lanes	Speed limit
Oxley Highway / Bridge Street	State	Sub-arterial	Yes	6	50km/h
Peel Street	State	Sub-arterial	Yes	4	50km/h
Plain Street	Council	Distributor	No	2	40km/h
Ebsworth Street	Council	Collector	Yes	2	50km/h
Jewry Street	Council	Collector	Yes	2	50km/h

The internal road network on site is outlined in Table 2.2.

Table 2.2: Internal Road Network

Road Name	Jurisdiction	Type	Divided	No. of lanes	Speed limit
Carter Street	Council	Distributor	Yes	2	40km/h
Edwards Drive	Council	Local	No	2	40km/h
Sutton Drive	Council	Local	No	2	40km/h
Solander Drive (south of Bridge St)	Council	Local	No	2	40km/h
Solander Drive (north of Bridge St)	Council	One-way/ Shared	Yes	1	10km/h

The local and external road networks are shown in Figure 2 below.

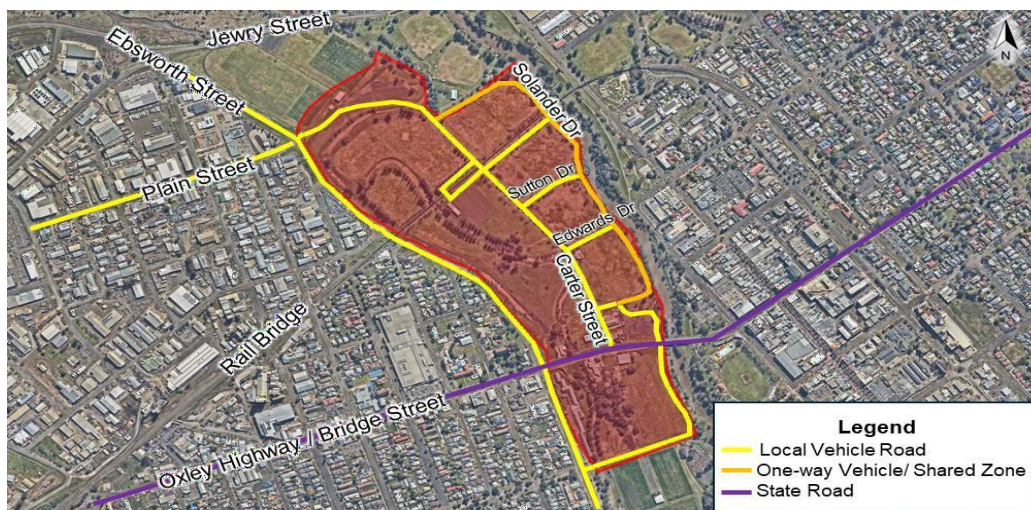


Figure 2: Existing Road Network

2.2 Public Transport

There are currently two (2) existing bus stops located within 500m (5-minute walk) of the subject site. The northern bus stop is located on Denison Street 400m walking distance from the entrance to Carter Street, and the southern bus stop is located directly fronting Carter Street access, on Oxley Highway / Bridge Street. The bus routes servicing these stops are outlined in Table 2.3 and shown in Figure 3.

Table 2.3: Existing Public Transport Service Routes

Bus Route	Service	Frequency (mins)	Timetable
428	Quirindi to Tamworth	270 minutes	Weekdays only
430	Tamworth to Oxley Vale via Tamworth Hospital (Loop Service)	25 – 60 Weekdays 95 – 124 Saturday	Monday - Sunday
431	Tamworth to North Tamworth via Tamworth Hospital (Loop Service)	61 – 139 Weekdays 131 – 143 Saturday	Monday - Sunday
433	Tamworth to South Tamworth (Loop Service)	35 – 76 Weekdays 72 – 140 Saturday	Monday - Sunday
435	Tamworth to Tamworth Sports Dome via South Tamworth (Loop Service)	40 – 90 Weekdays 90 – 120 Saturday	Monday - Sunday
436	Tamworth to Calala Via Goonoo Goonoo Rd (Loop Service)	90 – 150 Weekdays 94 – 120 Saturday	Monday - Sunday
S127	Brown Bear Bus – Werris Creek to West Tamworth via North Tamworth (School bus)	7:25am single departure	Weekdays only



Figure 3: Public Transport Services

2.3 Active Transport

The existing active transport facilities surrounding the subject site are shown in Figure 4.



Figure 4: Active Transport Services

It is noted that pedestrian access to the event precinct is available via the Riverside Shared Path.

As shown, an existing cycleway network is located adjacent to the event site along the river. This path connects from North Tamworth to the Gipps Street Sports Complex in the south, and the CBD on the east. Solander Drive is limited to one-way only southbound for vehicles however, the separated bicycle lane allows for two-way movements for bicycles along the river.

3 Proposed Event Operations and Details

3.1 Event Details

The Koori Knockout is an annual sporting event run by Walgett Aboriginal Connection (WAC) which attracts rugby league teams from across New South Wales to compete in a weekend-long competition. The Knockout is estimated to attract between 5,000 to 10,000 players, spectators and officials daily across the four-day event. It is anticipated that Friday and Saturday will be the most highly attended with smaller numbers anticipated Sunday and Monday.

The event proposes concurrent rugby league games from Friday to Monday along with food and miscellaneous vendors on site. The competition will commence at 8am and will conclude by approximately 4pm.

3.2 Event Staff and Set Up

It is estimated that 480 officials will be on site daily as follows:

- Approximately 210 vendor staff (70 food and miscellaneous vendors with approximately 3 staff per vendor);
- Approximately 200 WAC staff;
- Approximately 50 NRL staff; and
- 20 Council staff (rubbish collection, traffic attendants etc.).

Council staff will commence site preparations from early September including erecting fencing and grandstands. WAC and food/miscellaneous vendors will be able to set up from Monday 29th September 2025.

3.3 Access

Pedestrian entry to the site will be through the carpark adjacent to the event on Plain Street. Foot traffic will be along Carter Street from the allocated parking zones. Parking is allocated on Riverside Fields 4, 5 and netball courts along with the Gipps Street carpark adjacent to Bridge Street. Additional parking is allocated along all internal access roads including Edwards Drive, Sutton Drive and Solander Drive. There is additional parking at Gipps Street for overflow. Parking locations can be seen in Figure 5 below (see Section 4.1). It is noted that there is the potential for rain to impact the event however in this case, no changes will be made to the proposed carparking or access.

An emergency/medical point will be established in the carpark adjacent Jewry Street (to be organised and delivered by WAC/NRL).

Council is proposing to close the right-hand turning lane on Bridge Street to prevent traffic turning right onto Carter Street along with removing the provision to turn right onto Bridge Street from Carter Street. This is to assist with traffic flow for patrons entering and exiting the event.

3.4 Organised Transport

Council is not aware of any organised group tours or bus arrangements for the event. However, it is expected that hired buses or taxis will be used by visitors and as such, a drop off zone will be marked on site for these services. The proposed drop-off zone is located on Carter Street and can be seen in Figure 5 below (see Section 4.1).

3.5 Servicing and Refuse Collection

Council has no involvement with deliveries pertaining to the food and miscellaneous vendors however, the carpark adjacent the event will be reserved for event officials which is an appropriate location for deliveries to occur if necessary.

Wheelie bins that are located across the site will be constantly emptied throughout each day. There will be a waste compacter on site that bins will be emptied into. The waste contractor advises with the size of the event, the compacter should only be required to be emptied at the completion of the event. If this is not the case, the compacter will be emptied early in the morning, before the event commences, limiting impact on traffic and event patrons.

4 Parking and Access Assessment

4.1 Car Parking Assessment

The event is proposing to use existing car parking supply, both on street (internal local roads), Gipps Street carparks, netball courts and Riverside fields 4 and 5, as can be seen below in Figure 5. Whilst Council has committed to providing only 500 carparks, it is predicted that based on patronage, more carparks will be required. It has been estimated that one carpark per 2.5 patrons is required. The busiest day of the event draws approximately 10,000 patrons. It is assumed that approximately 70% of this number will be on site at any given time. On that basis, it is estimated 2,800 carparks are required.

The main parking area for cars is estimated to be 48,000m². Of this available space, a deduction of 6,000m² has been estimated as an allowance for access between rows. Parking attendants will facilitate cars parking in neat, straight lines and calculations have been based on a standard car parking space measuring approximately 14m². Utilising the Riverside Fields for parking provides approximately 3,000 car parks with overflow parking proposed at the carpark adjacent to Bridge Street which exceeds the estimation for the busiest day of the event.

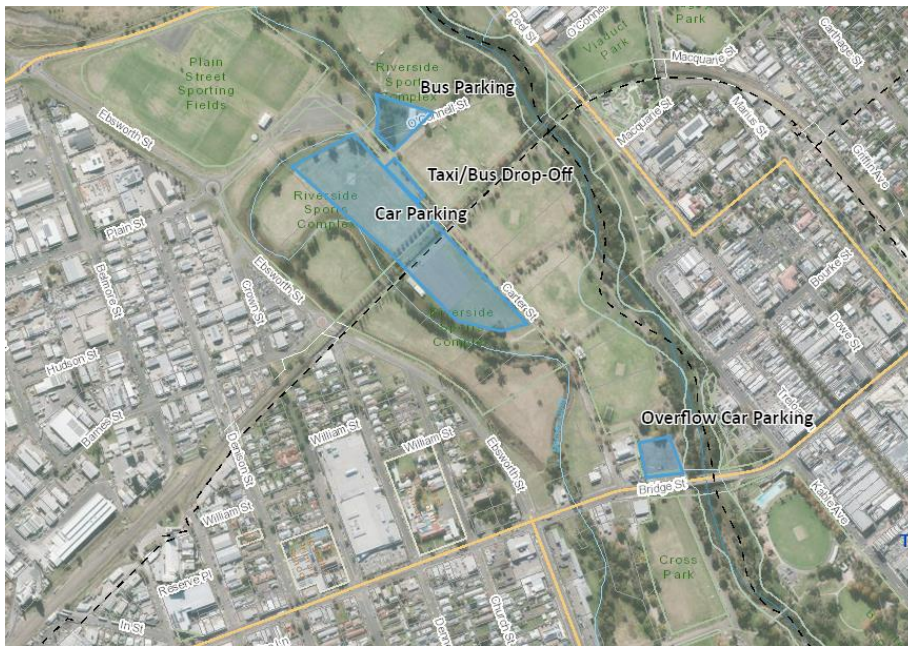


Figure 5: Parking Locations

Given that there are no competing land uses during the event, this car parking provision is considered to be adequate when compared with the expected patronage of the event.

4.2 Bus Parking

It is proposed that buses transporting players/officials/spectators to the event will drop patrons off at the drop off zone on Carter Street (adjacent Carpark #1). Buses will then be invited to turn right onto O'Connell Street where a dedicated bus parking zone will be available.

4.3 Access Assessment

Access to the subject site is provided by the existing intersections and local road network in the area. As such, vehicle access is considered acceptable as no significant changes to the existing access intersections are proposed.

There are three access points to the precinct as follows:

- Plain Street;
- Bridge Street (left turn only); and
- Gipps Street.

Whilst it is noted there may be times throughout the event days of congestion due to patrons arriving or leaving at similar times, the Traffic Assessment below in Section 5 indicates even at peak periods, there is no significant impact anticipated on the external road network.

The critical intersections affected by this event are Plain Street/Ebsworth Street and Bridge Street/Carter Street. The existing roundabout at the intersection of Plain Street and Ebsworth Street will assist with the flow of traffic entering and exiting the event precinct. It is proposed that the intersection of Bridge Street and Carter Street is "left turn only" to prevent a build up of traffic on Bridge Street.

5 Traffic Assessment

The event is expected to attract a total of 28,000 visitors over the course of four days as per Table 5.1 below.

Table 5.1: Expected patronage and vehicles on site

Day	Event Time	Estimated Patronage
Friday 3 rd October	8am-4pm	8-10,000
Saturday 4 th October	8am-4pm	8-10,000
Sunday 5 th October	8am-4pm	5,000
Monday 6 th October	8am-4pm	3,000

Typically, traffic generation rates are obtained from the *Roads and Maritime Services Guide to Traffic Generation* (2002) (GTGD) and *Technical direction*. As the guide does not provide a trip generation rate for festivals or events, a first principles assessment was undertaken which is provided in Table 5.1. The following has been considered:

- For the purpose of this plan, it has been assumed that all visitors will arrive by car. This is considered to be a conservative estimate.
- It is expected patrons will arrive throughout the day, with obvious peaks associated with the start and finish of matches. It is assumed that up to 40% will arrive within the peak hour.
- A general vehicle occupancy rate of 1.25 was extracted from the *Australian Transport Assessment and Planning* (ATAP). It is assumed however, that vehicle occupancy for public events is much higher, considering travel time and distance travelled by patrons. Considering the nature of the event, a vehicle occupancy rate of 2.5 persons per vehicle was assumed.

Using the above information, the total vehicle trips to the event was estimated based on total people expected and total number of people in each car. The estimated trip generation for the event are shown in Table 5.2.

Table 5.2: Estimated traffic generation

Land use	Day	Total people (at peak)	Type	Persons per Car	Peak Trips/hr
Festival/ Events	Friday	4000	Visitors	2.5	1,600
	Saturday	4000			1,600
	Sunday	2000			800
	Monday	1200			480

Traffic generation is estimated based on the worst case (Friday or Saturday), which estimates a total of 1,600 trips/hour.

Assuming that this traffic is split between the two main access points at Plain Street and Bridge Street (assumed 40% each) along with Solander Drive (assumed 20%), the peak traffic would be 650 vehicles/hour at the major intersections and 300 vehicles/hour on Solander Drive. This equates to approximately 11 vehicles per minute using Plain Street and Bridge Street with approximately 5 vehicles per minute utilising Solander Drive.

Given the nature of the event being outside the typical school and commuter peak times, the proposed event is not considered to have a significant impact on the external road network.

6 Recommended Control Measures

It is recommended that traffic control measures are put in place to ensure safety of all pedestrians and vehicles on site. As such, a *Traffic Guidance Scheme* (TGS) should be prepared for the road closure and should be implemented in accordance with the *Manual of Uniform Traffic Control Devices* (MUTCD). Furthermore, the TGS should include the following:

Site Speed Limits

Speed limits on site are currently 40km/h. It is recommended that speed limits within the site and allocated parking areas are limited to 10km/h. Signage should be provided to keep motorists informed of the speed limitations within the various areas. All vehicles are expected to obey the speed limit signage at all times.

Signage and Wayfinding

Wayfinding signage is required to direct vehicles entering Carter Street and Plain Street to allocated parking areas, and providing notice of the lane closure on Bridge Street. Similarly, clear signage should be placed to direct vehicles to the drop-off/ taxi area.

Event signage should be provided at each access points, 2 weeks prior to event commencement, to notify the general public of the upcoming change in traffic conditions and event details. VMS boards are recommended at the following locations:

- Oxley Highway (Bridge Street) – between the bridges;
- Oxley Highway (Bridge Street) – between Church & Denne Streets;
- Oxley Highway (Bridge Street) – near the Olympic Pool (advising of no right turn ahead);
- Goonoo Goonoo Road – at Kent Street; and
- Ebsworth Street, 150m from Bridge Street Intersection.

Management Policies

All employees and contractors must be informed of relevant policies and procedures outlined any safety management measures required for on-site tasks. Staff should be assigned tasks after appropriate safety training and risk management procedures have been undertaken. This includes the use of appropriate Personal Protective Equipment (PPE) while undertaking relevant works. In particular, parking attendants are required to wear appropriate high-vis clothing.

Incident Review Procedure

The requirements for reporting, recording, and notifying workplace injuries, work-caused illnesses, and dangerous or potentially dangerous events shall be in accordance with the

relevant Council workplace health and safety management system. Site staff are responsible for the implementation and operation of the TGS.

7 Summary and Conclusion

The key findings of the Traffic Impact Assessment (TIA) for the Koori Knockout 2025 at Carter Street/Riverside Sporting Fields, Tamworth, are as follows:

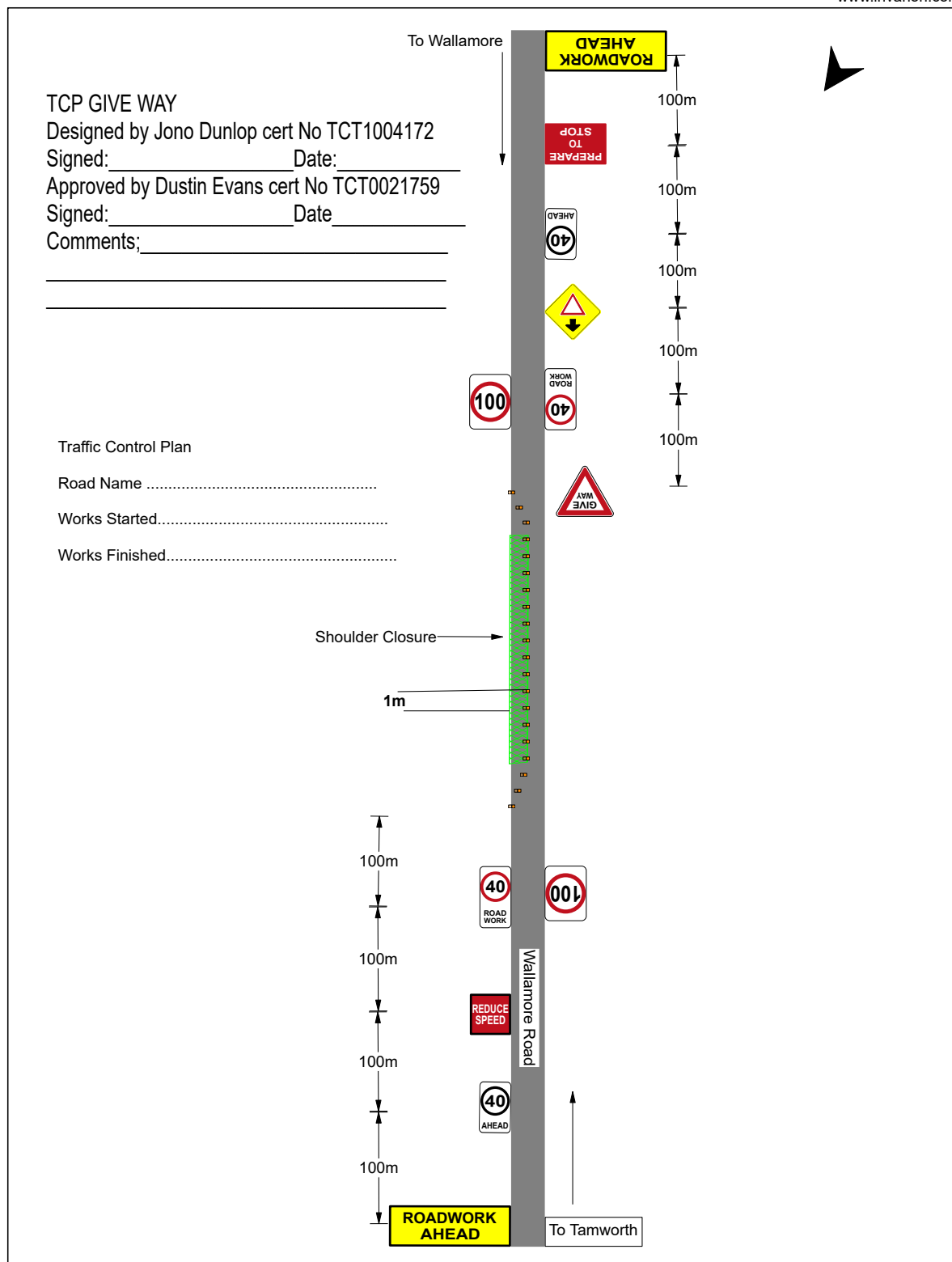
- The event will operate from Friday 3rd October 2025 to Monday 6th October 2025;
- The subject site is located adjacent to Oxley Highway/Bridge Street, within 1km of Tamworth's CBD;
- An estimated 28,000 patrons are anticipated over the course of the four-day event with Friday and Saturday anticipated to be the most highly attended;
- The event proposes closing the turning lane on Bridge Street (turning right onto Carter Street) and disallowing the right-hand turn on Carter Street back on to Bridge Street;
- Two main access points are proposed to allow parking at Riverside Fields 4 and 5, Netball courts, Gipps Street carparks and internal local roads. A third access is available via Solander Drive;
- The existing car parking and access provisions for the subject site are considered acceptable for the expected demand at the proposed event;
- A first principles assessment was undertaken to calculate the total number of vehicle trips on site each day which found that approximately eleven (11) vehicles per minute using each access in the peak hour (worst case);
- A traffic guidance scheme is recommended for the Bridge Street lane closure and should be accompanied by staff training and induction for safety and risk management on site; and
- Traffic control measures are recommended to assist in the smooth operation of the event, ensure the safety of drivers and pedestrians and limit traffic congestion internally. Parking attendants are recommended to guide patrons to park appropriately for maximum use of available parking space.

Based on the above assessment, it is concluded that there are no significant traffic or transport impacts associated with the proposed development to preclude its approval and relevant conditioning on transport planning grounds.

Yours sincerely,



Murray Russell
Manager – Transport Operations





Tamworth Local Transport Forum

Location

The Leader Building, Level 3 Meeting Room 3 (or Zoom), Wednesday 9.00am, 1 October 2025

MINUTES

Quorum Members	Company	On Site/Zoom
Cr Jeffery Budd (Chair)	Tamworth Regional Council	Y – On Site
Bonnie Haverhoek	Transport for NSW	Y – Zoom

Mandatory Invitees	Company	On Site/Zoom
Insp. Jacob Cantwell	NSW Police Force	N
Amy Crocker	Local Member of Parliament Rep	N
Geoffrey Searle	Hannafords	Y – On Site

Optional Invitees	Company	On Site/Zoom
Cr Matthew Sharpham	Tamworth Regional Council	Y – On Site
Nicholas Smith	Tamworth Regional Council	Y – On Site
Steven Marshall	Tamworth Regional Council	Y – On Site
Jay Morrow	Tamworth Regional Council	Y – On Site
Angie Taylor	Tamworth Regional Council	N
Angie Lawrence (Minutes)	Tamworth Regional Council	Y – On Site

1 APOLOGIES

Phil Ferguson (Tamworth Buslines)

2 PREVIOUS MINUTES / BUSINESS ARISING

Minutes from 3 September 2025 Tamworth Local Transport Forum **ATTACHED**

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3 ITEMS FOR ADVICE

3.1 74/2025 – WALLAMORE ROAD LINE MARKING, WESTDALE; EVANS STREET TO BOWLERS LANE

During the August 'Local Traffic Committee' meeting, Council presented the Committee with plans to install the following line marking on Wallamore Road between Evans Street and Bowlers Lane;

- double one-way barrier line (BL1)
- double two-way barrier line (BL2)
- single broken dividing line (DL1);
- edge Lines (EL1), and
- reinstate existing line marking at the Wallamore Road intersections with Evans Street and Bowlers Lane.

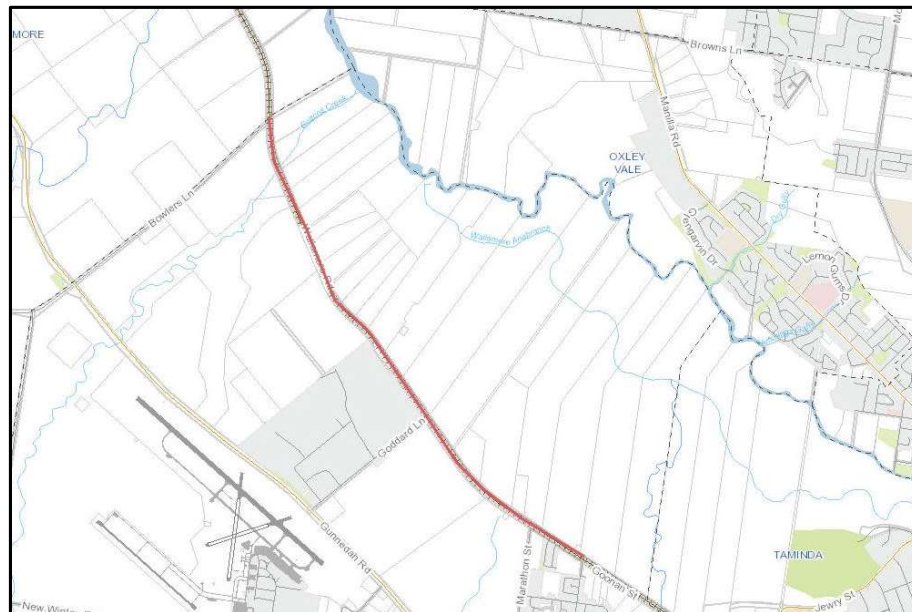


Figure 1: Wallamore Road from Evans Street to Bowlers Lane, Westdale

The Committee unanimously supported this proposal, but requested the design be updated at the Evans Street intersection to include;

- turn arrows (AR3) be reinstated within the turning lanes;
- a give way (R1-2) sign be installed; and
- a transverse hold line (TB) be installed.

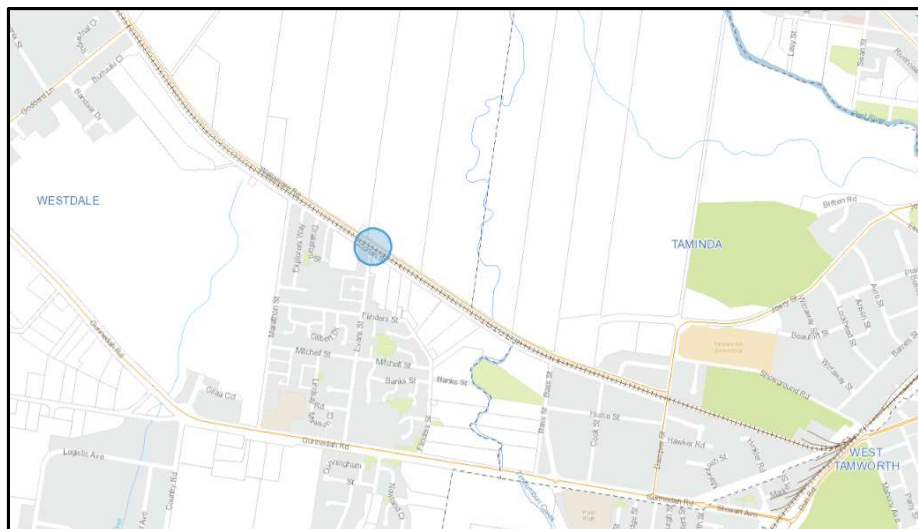


Figure 2: Intersection of Evans Street and Wallamore Road, Westdale

The Council design team reviewed the site and adhered to the recommendations from the Committee to produce the **ATTACHED** signage and line marking plan, refer 'Tamworth Local Transport Forum - 01-10-2025 - Item 74-2025'.

Items of interest include;

- the maximum available distance between the existing continuity line along Wallamore Road and the railway crossing boom gate is 14.5m. Due to this limitation, Council plan to restrict any vehicle over 14m long from utilising Evans Street between Goonan Street and Wallamore Road. Overall Length LIMIT (14)m signs (R6-33) will be installed with associated On Side Road warning signs (W8-3) to advertise the length restriction to motorists. The National Heavy Vehicle Regulator will be notified and their associated route planner will need to be updated;
- a swept path assessment has been completed to show a 12.5m truck/bus can safely turn right into Evans whilst another vehicle is waiting at the proposed hold line;
- a painted island has been proposed on the western side of Evans Street in an attempt to stop a vehicle that is turning left from crawling up beside a vehicle turning right and impeding the available sight distance down Wallamore Road; and
- the painted arrows (AR3) have not been shown on this design as they already exist on site.

The **ATTACHED** design was subsequently approved by Council at the Tamworth Regional Council Ordinary Meeting held 9 September 2025.

NOTE: Query was raised by the Committee regarding any vehicles (over 14m) who enter into Westdale from the Oxley Highway. Council advised the Committee that these vehicles will be

required to avoid the Evans Street and Wallamore Road intersection by utilising the adjoining Goonan Street and Marathon Street.

3.2 88/2025 - WISEMANS CULVERT ON GARTHOWEN RD, ATTUNGA

Tamworth Regional Council would like to notify the Forum regarding changes to traffic conditions on Garthowen Road, Attunga due to the poor condition of Wisemans Culvert.



Figure 3: Wisemans Culvert on Garthowen Road, Attunga

A 10tn gross load limit has been applied to Garthowen Road and a temporary 60-kilometer speed limit has been installed. There is no suitable detour available for affected vehicles. This restriction will remain in place until the culvert is replaced.

ACTION: Council advised that there was a detour available for heavy vehicles should local residents be affected by the load restriction. Council is to develop a map advertising the alternative route and make it known to the local residents.

ACTION: Councillor Budd and TfNSW have requested Council to communicate with all affected residents on Garthowen Road.

3.3 89/2025 - BOWLERS CREEK CULVERT AND SAVAGES CULVERT, WALLAMORE ROAD, WESTDALE

Tamworth Regional Council would like to notify the forum regarding changes to traffic conditions on Wallamore Road, Westdale due to the poor condition of both the Bowler's Creek and Savages Culverts.

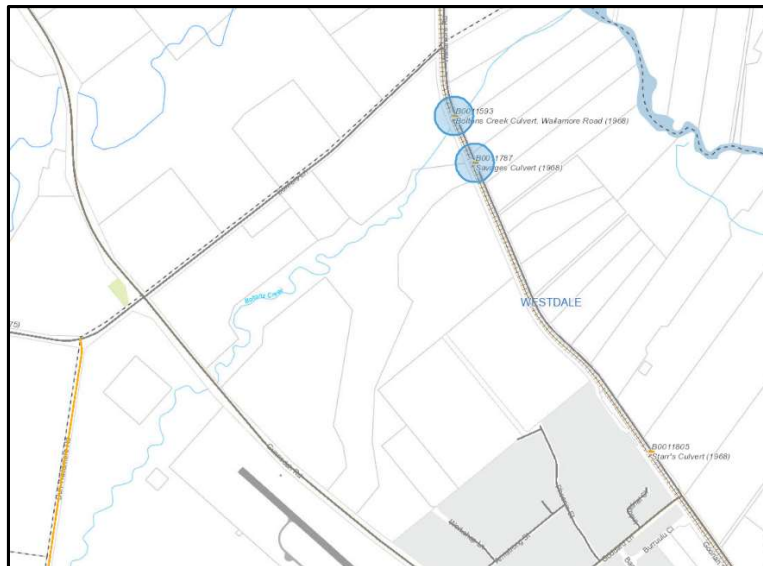


Figure 4: Bolton's Creek Culvert and Savages Culvert on Wallamore Road, Westdale

Wallamore Road has been restricted to all heavy vehicles (Single Axle – 6t, Tandem Axle – 9t, Tri-Axle – 13.5t). A detour has been installed for heavy vehicles via Bowlers Lane, the Oxley Highway and Goddard Lane.



Figure 5: Detour route via Bowlers Lane, the Oxley Highway and Goddard Lane.

This restriction will remain in place until the culverts are replaced.

ACTION: Council advised that heavy vehicles were often seen ignoring the imposed load restrictions. TfNSW advised they will add monitoring of this site to the tasking for NSW Police.

4 ITEMS FOR INFORMATION ONLY

4.1 87/2025 – ST JOSEPH'S SCHOOL IN DENISON STREET, WEST TAMWORTH

Tamworth Buslines raised concerns with the existing configuration of signage at St Joseph's Primary School on Denison Street, West Tamworth.



Figure 6: St Joseph's Primary School Bus Stop, Denison St, West Tamworth (Bus Stop #2340279)

Council has investigated the site and are proposing to update the signage in accordance with the **ATTACHED** signage plan, refer 'Tamworth Local Transport Forum – 01-10-2025 – Item 88-2025'.

NOTE: Item supported by the Local Transport Forum.

4.2 90/2025 - TCMF - NUNDLE WOOD CHOPPING COMPETITION 2026

Council has been approached regarding an upcoming Nundle Wood Chopping Competition proposed during the Tamworth Country Music Festival in 2026.

The event consists of the following details:

Event Location: Nundle, NSW

Date: Saturday 24 January 2026;

Event Time: TBC by organisers

Road Closure: Jenkins Street (from Oakenville Street intersection) for about 150m towards Innes Street.

The proposed Traffic Guidance Scheme (TGS) can be found **ATTACHED**, refer 'Tamworth Local Transport Forum – 01-10-2025 – Item 90-2025'

NOTE: Council advised the Forum that they're still chasing further information from the event organisers including the event times.

ACTION: TfNSW requested pedestrian safety be incorporated within the Traffic Guidance Scheme. Council to ensure plan is updated accordingly with event organisers.

5 POST FACTO RECORDS

Sign No	Sign Description	Street Name	Suburb	Latitude	Longitude	Date Installed

6 GENERAL BUSINESS ITEMS

6.1 91/2025 - CALALA LANE AND BURGESS LANE GIVEWAY SIGN PLACEMENT

Councillor Sharpham raised concerns with the placement of a Give Way sign at the intersection of Calala Lane and Burgess Lane. The sign appears to be too close to the travel lane.

ACTION: Council is to investigate the site and relocate the Give Way sign ensuring compliance with the Australian Standard AS1742.2.

6.2 92/2025 - 2026 TAMWORTH COUNTRY MUSIC FESTIVAL

Council advised the Forum that all event information regarding the 2026 Tamworth Country Music Festival will be presented at the 5 November meeting. No significant changes are expected from the 2025 event.

6.3 111/2024 - SIGNAGE AND LINEMARKING PLAN – CARTHAGE STREET, EAST TAMWORTH

Councillor Budd asked for a timeline update on the Carthage Street rehabilitation project. Council advised the project was on schedule as it was always intended to be completed over a couple of years due to the complex site conditions.

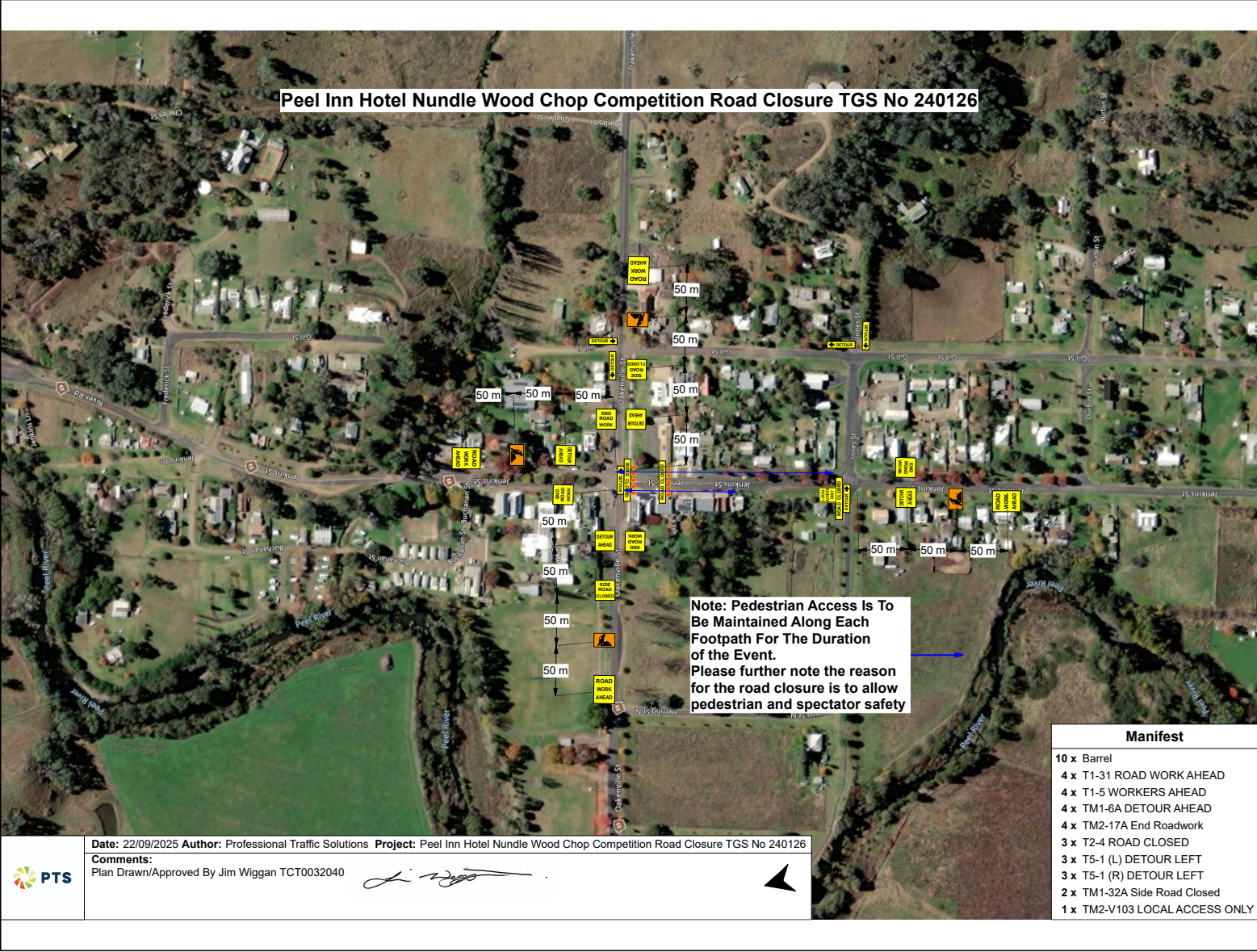
7 DATE OF NEXT MEETING

Next meeting is scheduled for 5 November 2025

8 MEETING CLOSED

Meeting closed at 9.30 am

Comments:





Tamworth Local Transport Forum

Location

The Leader Building, Level 3 Meeting Room 3 (or Zoom), Wednesday 9.00am, 19 November 2025

MINUTES

Quorum Members	Company	On Site/Zoom
Cr Jeffery Budd (Chair)	Tamworth Regional Council	Y – On Site
Bonnie Haverhoek	Transport for NSW	Y – On Site

Mandatory Invitees	Company	On Site/Zoom
Sgt Carter Knyvett	NSW Police	Y – On Site
Amy Crocker	Local Member of Parliament Rep	Y – On Site
Phil Ferguson	Tamworth Buslines	Y – On Site

Optional Invitees	Company	On Site/Zoom
Cr Matthew Sharpham	Tamworth Regional Council	N
Nicholas Smith	Tamworth Regional Council	N
Steven Marshall	Tamworth Regional Council	Y – On Site
Jay Morrow	Tamworth Regional Council	Y – On Site
Angie Taylor	Tamworth Regional Council	Y – On Site
Angie Lawrence (Minutes)	Tamworth Regional Council	Y – On Site

1 APOLOGIES

Nicholas Smith, Cr Matthew Sharpham, District Inspector Jacob Cantwell

2 PREVIOUS MINUTES / BUSINESS ARISING

Minutes from 3 September 2025 Tamworth Local Transport Forum **ATTACHED**

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

3 ITEMS FOR ADVICE

3.1 92/2025 – 2026 TAMWORTH COUNTRY MUSIC FESTIVAL

The Tamworth Country Music Festival is recognised as the largest and longest country music festival within Australia. It runs for 10 days in January each year, hosting thousands of visitors who partake in watching free street performances, paid music events, various market stalls, and is capped off with the Golden Guitar Music Awards.

Details for the proposed 2026 event are shown below;

- **Date:** Friday 16 January to Sunday 25 January 2026;
- **Roads Affected:**
 - Peel Street;
 - Kable Avenue (*Existing Public Bus Route*);
 - Fitzroy Street;
 - Roderick Street;
 - Plain Street; and
 - Carter Street
- **Number of Visitors:** Estimated 40,000 daily visitors.

The proposed event will;

- prevent or hinder the safe or efficient operation of a public passenger service; and
- prevent access to a public transport station, stop, wharf, or service; for longer than 24 hours.

The following documents have been **ATTACHED**;

- 2026 Tamworth Country Music Festival - Traffic Management Plan (Draft) – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92a-2025.pdf*”.

ACTION: The title page on Traffic Management Plan shows the incorrect end date. Council to update.

ACTION: The Special Event access and Parking Permits details need to be updated to align with the 2026 TCMF event. The White Street carpark is not being utilised by event organisers as currently indicated. Council to update.

- Includes 2026 Tamworth Country Music Festival - Road Closure Matrix

ACTION: The dates shown within the matrix do not align with the 2026 TCMF. Council to update.

- Parade Route Map 2026 – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92b-2025.pdf*”.
- Traffic Guidance Schemes;
 - Pool Staff Parking – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92c-2025.pdf*”.
 - VMS Board Locations – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92d-2025.pdf*”.
 - Riverside Camping All Streets – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92e-2025.pdf*”.

NOTE: Additional R5-400n No Stopping signs have been included on Solander Drive following feedback from event organisers regarding camping outside the approved camping area.

- Peel Street Closure at Brisbane Street – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92f-2025.pdf*”.

ACTION: NSW Police asked if the Traffic Management Centre (TMC) will be notified of the TCMF closures. Phasing of the traffic signals at the Brisbane and Peel Street intersection need to be adjusted in alignment with the road closures to allow extra traffic through on Brisbane Street. During the 2025 TCMF traffic queues were observed well down Marius Street because of these traffic signals. Council to ensure Road Occupancy License (ROL) includes special mention of the traffic light phasing.

ACTION: Council asked TfNSW if there was any appetite to introduce a Pedestrian Scramble Crossing phase to the intersection during the TCMF. This phase would prioritise all pedestrian movements across the intersection in one single phase. Council to raise discussions with TfNSW regarding a potential scramble crossing trial during the TCMF.

NOTE: TfNSW questioned the light tower shown on the traffic guidance scheme. Council advised the tower is not often installed and is only shown on the plan as contingency should people require extra lighting on Brisbane Street.

- Taxi Rank Detail, Brisbane St – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92g-2025.pdf*”.
- Fitzroy Street Road Closure – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92h-2025.pdf*”.

ACTION: Council advised after receiving feedback from the TCMF event organisers, the five parking spaces shown at the rear of the stage needs to be updated to show a Loading Zone only. Council to update.

- Kable Avenue – White Street to Brisbane Street – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92i-2025.pdf*”.

ACTION: Council advised the plan shared with the forum has a few updates required including the location of road closures, the request for additional barriers to assist with speed control of vehicles permitted to enter the site and the request for additional R5-400n No Stopping signs near the Federation pool. Council to update.

- Peel Street Closure at White Street – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92j-2025.pdf*”.

- Town Hall and Capital Theatre Carpark – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92k-2025.pdf*”.
- Bridge Street Bus Zone – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92l-2025.pdf*”.
- TRECC, AELEC Parking Restriction Changes – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92m-2025.pdf*”.

ACTION: Council advised of previous complaints regarding Taxi’s utilising the adjoining bus zone when picking up / dropping off passengers at the Long Yard Hotel. To avoid interfering with the bus network, Council are to investigate the installation of a designated Taxi zone for the TCMF. NSW Police suggested contacting the Long Yard Hotel to discuss potentially converting some off-street parking spaces into a Taxi Zone.

- Kable Avenue Hostile Vehicle Mitigation Device Placement – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92n-2025.pdf*”.

ACTION: Council advised the plan shared with the forum requires updating to show the correct location of road closures and associated hostile mitigation devices. Council to update.

- Goonoo Goonoo Road Bus Stop Salvation Army – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92o-2025.pdf*”.

ACTION: Council advised the Forum that the Bus Zone signs shown should be installed permanently as this site is the location of a Public Bus Stop (Stop ID 2340114). Council to resubmit plan at future Local Transport Forum meeting to support permanent installation.

- West Tamworth Leagues Club – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92p-2025.pdf*”.

ACTION: Council advised the Forum that the Bus Zone signs shown should be installed permanently if the proposed bus zone is relocated to align with Public Bus Stop (Stop ID 234027). Tamworth Buslines advised that no buses stop at this location and during the TCMF, buses are often stopping directly across the road from each other at location shown within the TGS. Council to investigate further to prevent temporary changes being installed every year during the TCMF.

- RWH North Carpark – refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 92q-2025.pdf*”.

ACTION: Council advised the plan shared with the forum requires updating to capture the full public carpark and include enforceable signage. However, Council advised they are unsure what signs to use for enforcing permits after observing R5-22 Permit Zones signs are not accepted in NSW. Council to update plan and liaise with TfNSW for guidance on enforceable permit zone signage to use during the TCMF.

All attachments associated with this event will be forwarded onto Transport for NSW and NSW Police for formal approval following recommendations from this meeting.

ACTION: Tamworth Buslines requested Council liaise closely with Dustin Evans (from Council Operations) to ensure all plans are updated to align with what is installed on site. Should Dustin retire, someone needs to be able to step up and know exactly what is to be installed. Council to liaise Dustin to ensure every sign, barrier, hostile mitigation device, VMS board etc. is captured on the applicable Traffic Guidance Scheme and Traffic Management Plan for future festivals.

NOTE: Council advised the Forum that all Parking Meters will be turned off during the TCMF.

NOTE: No other issues raised with regards to the 2026 Tamworth Country Music Festival.

4 ITEMS FOR INFORMATION ONLY

4.1 93/2025 – 2025-2026 SUMMER TRIATHLON SERIES; TAMWORTH TRIATHLON CLUB

Council has been approached by the Tamworth Triathlon Club regarding the 2025-2026 Summer Series Triathlons. The event details, which are similar to previous years, include;

- **Event Location:** Kootingal War Memorial Pool, Denman Avenue;
- **Dates:** Various dates between the 11 October 2025 and 28 March 2026;
- **Event Times:**
 - Saturdays 4.00pm to 7.00pm, and
 - Sundays 6.00am to 10.00am;
- **Roads Affected:** Denman Avenue, Irvine Street, Station Street and Kootingal-Limbri Road;
- **Number of Participants:** 150

The Tamworth Triathlon Club have also provided an alternative Duathlon course in Hillvue. This course has been developed in case there is an event clash within Kootingal.

- **Event Location:** Tamworth Regional Cycling Centre, Stockmans Way, Hillvue;
- **Dates:** No dates provided
- **Event Times:**
 - Saturdays 4.00pm to 7.00pm, and
 - Sundays 6.00am to 10.00am;
- **Roads Affected:** Longyard Drive, The Ringers Road, Jack Smyth Drive, Stockmans Way, Rodeo Drive and Championship Place.
- **Number of Participants:** 150

The Event Management Plan inclusive of traffic guidance schemes has been **ATTACHED**, refer “*Tamworth Local Transport Forum - 19-11-2025 - Item 93-2025.pdf*”.

All attachments associated with this event will be forwarded onto Transport for NSW and the NSW Police for formal approval following recommendations from this meeting.

ACTION: TfNSW advised concerns regarding insufficient signage on Kootingal – Limbri Road warning motorists of an event ahead. Vehicles are travelling at 100 kilometers per hour along this road and additional signage ahead of the event should slow them down before reaching the traffic controller. Council to have plan updated.

NOTE: No other issues raised with regards to the 2025-2026 Summer Triathlon Series.

4.2 94/2025 - 2026 TAMWORTH RUNNING FESTIVAL

Council has been notified that the 2026 Tamworth Running Festival is scheduled for Sunday 3 August 2025. The event consists of the following details:

- **Event Location:** Tamworth, NSW
- **Date:** Sunday 2 August 2026;
- **Event Time:** 6am to 2pm;
- **Road Closures:** from 5am to 5pm;

- Carter Street from Barnes Gully to Solander Drive;
- Solander Drive from Carter Street Carpark to Gipps Street Carpark;
- Locks Lane from Goonoo Goonoo Road to Scott Lane;
- Gipps Street from Goonoo Goonoo Road to Solander Drive;
- No. 1 Oval Access Road (including access to the Changing Places Facility & Accessible Transport Hub) from Kable Avenue.

- **Number of Participants:** 500

The Event Management Plan inclusive of traffic guidance schemes has been **ATTACHED**, refer "*Tamworth Local Transport Forum - 19-11-2025 - Item 94-2025.pdf*".

All attachments associated with this event will be forwarded onto Transport for NSW and the NSW Police for formal approval following recommendations from this meeting.

NOTE: No issues raised with regards to the 2026 Tamworth Running Festival.

5 POST FACTO RECORDS

Sign No	Sign Description	Street Name	Suburb	Latitude	Longitude	Date Installed

6 GENERAL BUSINESS ITEMS

6.1 65/2025 - FADED LINE MARKING AT GOONOO GOONOO ROAD INTERSECTIONS WITH VERA STREET AND CALALA LANE, SOUTH TAMWORTH

NOTE: TfNSW advised that further inspection will be undertaken to address an outstanding action to reinstate line marking through the Vera Street and Calala Lane intersections (Roundabouts) with Goonoo Goonoo Road.

6.2 95/2025 - DAMAGED TRAFFIC LIGHT AT EBSWORTH STREET AND BRIDGE STREET, WEST TAMWORTH

NOTE: TfNSW advised that a Council request to fix a damaged traffic signal at the Ebsworth Street and Bridge Street intersection in West Tamworth has now been completed.

6.3 80/2023 - EBSWORTH AND BRIDGE STREETS INTERSECTION FAINT LINE MARKING

NOTE: TfNSW advised after reviewing historical imagery (2018) from the Ebsworth Street and Bridge Street intersection, there was two T1 curved lines installed guiding north bound traffic from Ebsworth Street onto Bridge Street. As this doesn't align with current standards, further inspection will need to be undertaken to address an outstanding action to reinstate the line marking.

6.4 96/2025 - SPEED CONCERNS ON OXLEY HIGHWAY AT RUSHES CREEK INTERSECTION, SOMERTON

The MP's Office raised a community request for the speed zone on the Oxley Highway to be dropped at the intersection with Rushes Creek Road in Somerton due to increase in truck movements at the intersection and the poor sighting distance.

ACTION: TfNSW advised that they had received the request from the MP's Office outside of the Forum and sent a follow up email with details on the correct person to liaise with at TfNSW regarding the change. MP's Office to follow up.

7 DATE OF NEXT MEETING

Next meeting is scheduled for 10 December 2025

8 MEETING CLOSED

Meeting closed at 9.55 am

TRAFFIC MANAGEMENT PLAN

2026 TAMWORTH COUNTRY MUSIC FESTIVAL

Friday 09/01/2026 to Tuesday 27/01/2026



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Authorised By: Angie Taylor
Position: Operations Engineer

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Amendment Register

Revision Number	Date	Details of Amendments	Approved by
0	September 2016	Original Issue	Angela Webb
1	September 2017	2018 TCMF revision	Angela Webb
2	October 2018	2019 TCMF revision	Angela Webb
2.1	January 2019	2019 TCMF amendments	Angela Webb
3	September 2019	2020 TCMF revision	Angela Webb
4	December 2021	2022 TCMF revision	Angela Webb
5	November 2022	2023 TCMF revision	Jonathon Dunlop
6	October 2023	2024 TCMF revision	Jonathon Dunlop
7	November 2024	2025 TCMF revision	Jay Morrow
8	October 2025	2026 TCMF revision	Angie Taylor

TRC File Reference

The TRC File Reference for this Traffic Management Plan is: ECM 3004378

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PERSONS RESPONSIBLE FOR IMPLEMENTATION

This document comprises a Project Traffic Management Plan (PTMP) for the 2025 Tamworth Country Music Festival by Transport Operations Division of Tamworth Regional Council.

The contact details for the Tamworth Regional Council and Local Emergency Services personnel who are responsible for the implementation of the PTMP and their responsibilities are outlined in the table below.

Contact	Phone	After Hours
Council Office	6767 5555	6767 5555
Works Supervisor – Dustin Evans	0418 606 916	6767 5555
TRC Senior Operations Engineer – Jay Morrow	0428 471 866	6767 5555
AELEC Precinct – Prue Simson	6767 5655	-
TCMF Event Manager – Michaela Stevens	6767 5701	6767 5555
Capitol Theatre, Town Hall, TRECC – Roz Pappalardo	0408 730 551	6767 5555
Council Rangers	6767 5831	6767 5555
LEMO – Murray Russell	0447 252 177	0447 252 177
Alternate LEMO - Jono Dunlop	6767 5071	0491 118 841
LEOCON – Inspector Jacob Cantwell	02 6768 2901	0472 718 351
Local Police	(02) 6768 2999	
Local Fire Brigade	(02) 6766 2319	
Local Ambulance (Sector Office 59-73 Piper Street North Tamworth)	(02) 5711 1401	

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1. OBJECTIVE OF THE PROJECT TRAFFIC MANAGEMENT PLAN

The objective of the Project Traffic Management Plan (TMP) is to document the system to be adopted to control traffic during the 2026 Tamworth County Music Festival, by Tamworth Regional Council's Transport Operations staff.

2. SCOPE OF THE TRAFFIC MANAGEMENT PLAN

The TMP is to provide for the safe movement of vehicular and pedestrian traffic, protection of event staff from passing traffic, provision of access for properties located within the limits of the road closures, the provision of traffic controllers, changes to traffic signals and the installation of temporary signs, and safety barriers for the duration of the festival from **Sunday 11 January 2026 to Tuesday 27 January 2026**. Council reserves the right to change the temporary road closures at any time in the interests of road safety.

Permits to enter Road Closures:

Given the large number of people walking on the road and the number of temporary structures and activities also on the road, vehicle movements inside the road closure during the Tamworth Country Music Festival must be minimised.

Vehicle PERMITS on TIME RESTRICTION AND SIZE RESTRICTION for specific areas are required for vehicle access to closed roads and special event parking areas. Infringements will apply where permit conditions are not adhered to. All vehicles associated with scheduled deliveries wishing to access businesses within the festival road closure will need to do so before **9:00am**. There will be an application process to obtain a permit for vehicular access into the road closure.

After 9:00am no vehicle will be permitted into the road closure unless it is in association with a breakdown of infrastructure that will affect the operation of a business; for example, air conditioner failure.

Deliveries will be restricted into the road closure after 9:00am. If a business within the road closure (including food businesses and retailers) requires a delivery after 9:00am then delivery vehicles will need to park in a Loading Zone and either trolley items in or liaise with the attending traffic marshal to allow vehicle access to take the items to the business.

Temporary festival Loading Zones will be established at three locations immediately outside the road closure. These zones will be in Fitzroy Street near the Post Office building, the westbound entrance to the roundabout located on Peel and White Street and another in Kable Avenue near the rear of Ray Walsh House, Council's administration building.

Summary of Temporary Road Closures:

CBD

- Kable Avenue - closed between Brisbane Street and just south of Fitzroy Street – **NOTE:** No vehicular access or egress to closed road from Brisbane Street. Access from Kable Avenue south of Fitzroy Street only,
- Peel Street – closed between White and Brisbane Streets – Council Authorised Vehicles Excepted. **NOTE:** No vehicular access and egress from Brisbane Street. Access/egress at White Street end only,
- Fitzroy Street – closed between Kable Avenue and Smith Place egress. No vehicular access or egress to closed road from Fitzroy Street or Peel Street,
- Brisbane Street – remains open between Kable Avenue and Marius Street,
- Dowe Street, Treloar Lane and Cooper Lane – remain open with no changes to traffic conditions, and

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- Peel Street – closed between Bourke and Brisbane Streets – **NOTE:** No vehicular access and egress from Brisbane Street. Access/egress at Bourke Street end only. (Tuesday 20 January to Sunday 25 January 2026)
- Kable Avenue from White to Roderick, Peel Street from White to Murray, White Street from Kable to Peel, Roderick Street from Kable to Byrnes Avenue are temporarily closed on Saturday 24th January for the March. Vehicular access for parade via Roderick Street.

Summary of Temporary Road Closures:

Outside CBD

- Carter Street – 20m west of Solander Drive to Plain Street – road closed 12 midnight to 6am – access only for camping permit holders;
- Plain Street – Ebsworth Street to Carter Street – road closed 12 midnight to 6am – access only for camping permit holders;

Summary of Temporary Parking Restrictions:

Inside CBD

- Brisbane Street – southern side Kable Avenue to Peel Street - FESTIVAL BUS ZONE;
 - Brisbane Street – southern side Peel Street to 15m South of Cooper Lane – LOADING ZONE;
 - Brisbane Street – 15m South of Cooper Lane to Imperial Hotel – FESTIVAL BUS ZONE;
 - Brisbane Street – southern side Cooper Lane to just west of Imperial Hotel - FESTIVAL BUS ZONE;
 - Brisbane Street – northern side Kable Avenue to Peel Street - FESTIVAL BUS ZONE;
 - Brisbane Street – northern side Peel Street to 15m Parking Zone - FESTIVAL TAXI ZONE;
 - Fitzroy Street – Stall Holder Permit Parking;
 - Fitzroy Street – southern side disabled space moving adjacent Lands Building – DISABLED PARKING;
 - Smith Place/Town Hall carpark – 5 bays in carpark adjacent to Fitzroy Street - DISABLED PARKING;
 - Dowe Street – opposite 'The Welders Dog' - LOADING ZONE;
 - Marius Street – western side from Brisbane Street to Guy Kable building – FESTIVAL BUS ZONE;
 - White Street - southern side Peel Street – from FIRE VEHICLE PARKING to NICU driveway - DISABLED PARKING ZONE;
 - White Street - southern side Peel Street – from Peel Street to FIRE VEHICLE PARKING bay – NO STOPPING ZONE;
 - Kable Avenue – CWA Carpark – 4 carparks to be Blue Permit parking for Pool Staff;
 - Kable Avenue – western side opposite Ray Walsh House – 10 bays – Toyota Permit Parking;
 - Kable Avenue – eastern side adjacent to Ray Walsh House North carpark – 4 bays – DISABLED PARKING;
 - Kable Avenue – western side opposite Ray Walsh House North carpark – LOADING ZONE;
 - Kable Avenue – western side opposite Stacks Lawyers – NO STOPPING/EMERGENCY VEHICLES EXCEPTED;
 - Kable Avenue – from 'Best and Less' loading dock to Brisbane Street - NO STOPPING;
- and

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- White Street near ANZ Bank Parking area - disabled persons Parade viewing area.

Summary of Temporary Parking Restrictions:

Outside CBD

- Bridge Street - amend existing BUS ZONE in Bridge Street at 'Family Hotel' to full time, and lengthen by additional 15 metres;
- The Ringers Road – southern side adjacent Golden Guitar Motel – extend existing BUS ZONE by 15m to driveway of motel;
- The Ringers Road – southern side from Bottlemart departure driveway to Bottlemart entrance driveway – FESTIVAL TAXI ZONE;
- The Ringers Road – western side from Longyard Drive to Jack Smyth Drive – BUS ZONE;
- The Ringers Road – eastern side opposite Hockey between Longyard Drive to Jack Smyth Drive – TAXI ZONE;
- Phillip Street – western side adjacent to 81 and 83 Phillip Street, West Tamworth – BUS ZONE;
- Phillip Street – eastern side adjacent Wests Leagues Club – NO PARKING;
- Carter Street – western side Solander Drive to speed bump after Unnamed Road 50 – NO STOPPING;
- Carter Street – eastern side from Unnamed Road 50 to adjacent BP Service Station – NO STOPPING; and
- Solander Drive – north and south from Carter Street to road closure point – NO STOPPING.

NOTES:

- NO ENTRY signs where applicable only must read – “No Entry – Council Authorised Vehicles Excepted” or “Tenant parking Excepted” or “No Entry”;
- Traffic marshals / Security are to be stationed at the Peel/White Street and Kable/White Street intersections to ensure only Green Permit enter the closed road area between 10am and 6pm, and Orange Permit holders enter the closed road area between 6pm and 10am
- Council Rangers will be required to provide regular enforcement of all temporary and non-temporary regulatory devices, this will include NO PARKING, NO STOPPING, BUS and TAXI ZONES, DISABLED PARKING, etc.;
- Between 12:00am to 2:30am on Saturday 24 January 2026, Waste Services staff will request access to temporary road closures at Peel/White and Peel/Brisbane Streets to collect waste. Works to be finished before cavalcade barriers installed by Transport Operations Staff;
- Waste Services staff will be requested to open temporary road closure Kable Avenue 5am on Saturday 24 January 2026 to collect waste;
- Barriers - water filled barriers not to be filled too full at access points. Emergency Services need to be able to move them to get in and out of road closures;
- Peel Street at White Street – stage to be installed near pedestrian crossing on one side; and
- Vehicle Mitigation devices (concrete blocks) are to be placed in accordance with Police requirements and spaced to allow waste vehicles to enter and exit road closures.

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Variable message Sign (VMS) locations:

- New England Highway (Scott Road) - south of George Fielder bridge;
- New England Highway (Armidale Road) – at Powerhouse Hotel;
- Oxley Highway (Bridge Street) – between the bridges;
- Goonoo Goonoo Road – at Kent Street;
- Brisbane Street– between Peel River and Kable Avenue – 40k speed limit;
- Marius Street – adjacent Guy Kable building – 40k speed limit; and
- Peel Street, at Viaduct park under the railway line.

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Tamworth Regional Council

Traffic Management Plan

TCMF 2026

The following temporary road closures will operate during the 2026 Tamworth Country Music Festival: -

CBD							
	Date	Peel Street White Street to Brisbane Street	Kable Avenue Brisbane Street to south of Fitzroy Street	Fitzroy Street Smith Place egress to Peel Street	Fitzroy Street Peel Street to Kable Avenue	Peel Street Brisbane Street to Bourke Street and Brisbane Street Kable Avenue to Marius Street	
Sunday	11/01/2026				Closed 6am	Remain Open	
Tuesday	13/01/2026		Closed 5 am	Closed 5am	Closed Day/Night		
Wednesday	14/01/2026	Closed 2pm	Closed Day/Night	Closed Day/Night			
Thursday	15/1/2026	Closed Day/Night					
Friday	16/1/2026						
Saturday	17/1/2026						
Sunday	18/1/2026						
Monday	19/1/2026						
Tuesday	20/1/2026						
Wednesday	21/1/2026						
Thursday	22/1/2026						
Friday	23/1/2026						
Saturday	24/1/2026						
Sunday	25/1/2026						
Monday	26/1/2026	Re-open 7pm					
Tuesday	27/1/2026		Re-open midday	Re-open 7pm	Re-open 7pm		
Riverside Camping							
Friday 9/01/2026 to Tuesday 27/1/2026		Carter Street , between Plain and Bridge Streets & Plain Street , between Ebsworth and Carter Streets. Closed from 7am on Friday 9/1/2026 until 6am on Tuesday 27/1/2026					
Country Music Parade							
Saturday 24/01/2026		Peel Street , between Murray Street & White Street Kable Avenue , between Roderick Street & White Street Roderick Street , between Kable Avenue & Byrnes Avenue White Street , between Peel Street & Kable Avenue Closed from 6am to 11am					

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Traffic changes implementation schedule

TIME FRIDAY 09 JANUARY 2026

7:00AM Carter Street at Bridge Street

- Close 20m north of Solander Drive.

Carter Street

- close at Solander Drive and Plain Street;
- set up **Roads closed ahead** signs in Plain Street at roundabout and in Carter Street at the intersection with Bridge Street;
- install **20 km/h speed signs** in Solander Drive, Carter Street & Riverside camping area;
- barricades to partially close the internal road between the RIV2 Amenities;
- install **No Stopping** eastern side on Carter Street between Solander Drive & ticket box to raised pedestrian threshold.

Phillip Street

- install temporary **Bus Zone** opposite West Tamworth Leagues Club entrance adjacent to 81 and 83 Philip Street.

Phillip Street

- install **No Parking Zone** at West Tamworth Leagues Club driveway.

Plain Street at Ebsworth Street

- close at intersection with Ebsworth street.

Miscellaneous

Ensure installation of 7 VMS have been installed (Hire company to undertake), refer TGS 3 for locations:

- 1 x NEW ENGLAND HIGHWAY (SCOTTS RD) - south of George Fielder Bridge
- 1 x NEW ENGLAND HIGHWAY (ARMIDALE RD) - at Powerhouse Hotel
- 1 x OXLEY HIGHWAY (BRIDGE ST) - between the bridges
- 1 x GOONOO GOONOO RD - at Kent Street
- 1 x MAIN ROAD 63 (PEEL STREET) - between O'Connell & Macquarie Streets
- 1 x BRISBANE ST - between Peel River and Kable Avenue – 40k speed limit; - 40kmh speed limit
- 1 x MARIUS ST - adjacent Guy Kable building – 40k speed limit;

Man x2 - 2 hours

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TIME **SUNDAY 11 JANUARY 2026**

6:00am **Fitzroy Street between Peel and Kable**

- Close at intersection with Peel Street (head of wiggle) and at intersection with Kable (tear drop)
- **remove** rubber wheel stops in Fitzroy Street;
- **remove** LOADING ZONE and parking signs on Target side of Fitzroy Street tear drop, to allow for truck parking in that area.
- bollards to be **installed** at throat of Peel Street and all other **removed**.

Man x2 - 1 hours

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TIME **TUESDAY 13 JANUARY 2026 - CREW 1**

5:00AM **Kable Avenue**

- **close at Bridge/Brisbane Street**, with minor provision for tenant access only. The closure will follow the road centreline for a small part, widen part of the road closure area to allow for some more room for truck stalls, leave gap for pedestrians opposite Atrium entrance - see TGS 9;
- **install “Road Closed”** in Kable Avenue, augmented with a separate sign **“Council Authorised Vehicles Excepted”**;
- **replace BUS ZONE** between Brisbane Street and Best & Less loading bay with **NO STOPPING**, extending to the road closure adjacent to the Best & Less loading dock;
- **close** at the northern driveway into the Fleet Vehicle carpark at RWH. Signpost **“ROAD CLOSED”** and **“Council Authorised Vehicles Excepted”**.
- install **LOADING ZONE**, along road closure at White Street end;
- install **DISABLED PARKING** inside road closure adjacent Ray Walsh House North carpark;
- install No stopping opposite Stacks Lawyers;
- install Concrete Hostile vehicle mitigation vehicle “Chicane” as per **TGS 9** for details

Bridge/Brisbane Streets

- **install NO RIGHT TURN and other supporting signage in Bridge Street** at Kable Avenue, augmented with a separate sign **“Council Authorised Vehicles Excepted”** at Kable Avenue for east bound, refer to TCP 9;
- **install NO LEFT TURN and other supporting signage in Brisbane Street** at Kable Avenue for south bound augmented with a separate sign **“Council Authorised Vehicles Excepted”**;
- **install water filled barriers** in median between Kable Avenue and Dowe Street, and install corflute signage on either side of barriers advising pedestrians not to access.
- **install temporary J-Poles** – x5 southern side, between Peel Street and Kable Avenue, and x3 northern side between Kable Avenue and Treloar Lane;
- **southern side: install BUS ZONE** – between Kable Avenue and existing BUS ZONE at The Winners Walkway, and amend the existing BUS ZONE to full time. Refer to TGS 5;
- **southern side: extend LOADING ZONE** from Peel Street to Cooper Lane and extend to full time;
- **southern side: install BUS ZONE** from Cooper Lane adjacent to Imperial Hotel;
- **northern side: install BUS ZONE** between Kable Avenue and Peel Street;
- **northern side: install TAXI ZONE** between Peel Street and Dowe Street;
- **install corflute signage** on existing poles of temporary Bus Zones directing pedestrians to nearby intersections to cross.

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Ray Walsh House North Car Park

- install **Artist/Crew Permit parking signs** and **ROAD CLOSED** signs as per TGS 20.

Fitzroy from Peel to Smith Place egress

- **close between Smith Place entry and Peel Street.** (Peel Street remains open until its closure on Thursday morning). No vehicle access from this location;
- install **“Stall Holder Permit Parking”** on both sides of street and **DISABLED PARKING** space and at road closure as per **TGS 8**;
- **install bollards** across Fitzroy Street at Peel Street, to prevent cars in Peel Street turning into Fitzroy Street.

Town Hall Carpark, Capital Theatre car parks

- Town Hall Carpark – install **ROAD CLOSED** and **COUNCIL AUTHORISED VEHICLES ACCEPTED** into Artist/Crew carpark;
- Town Hall Carpark - install **DISABLED PARKING ZONE** (5 bays) on the western side of the carpark, between Fitzroy Milk Bar and Town Hall; refer **TGS 12**;
- Town Hall Carpark - install **MEDIA PERMIT parking 4x car parks signs**;
- Town Hall Carpark – install **ARTIST/ CREW permit parking signs**;
- Capitol Theatre – install **PERMIT PARKING** signs, on all parking spaces identified within TGS12.

Miscellaneous

- erect pedestrian misting system in Fitzroy Street between Peel Street and Kable Avenue.

Man x6 - 12 hours

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TIME TUESDAY 13 JANUARY 2026 – CREW 2

Marius Street

- 5.00am • install temporary **BUS ZONE** adjacent to Imperial Hotel;
- set up **COACH PARKING ZONE** in Bus interchange – Railway Station carpark.

Brisbane Street

- cover existing **50km/h** signage with **40km/h** signage between Marius Street and Kable Avenue;

7.00AM Fitzroy Street

- Parking meters will be switched off (via consultant). Operations to tape signs between Peel & Marius Streets, advising of change of parking conditions;

Kable Avenue

- install **4 DISABLED PARKING Permit parking bays** eastern side, adjacent Ray Walsh House North carpark;
- install **10 TOYOTA / SPONSOR PERMIT parking bays** western side, from road closure towards stage driveway;
- install **NO STOPPING/EMERGENCY VEHICLES EXCEPTED**, opposite Stacks Lawyers.
- Install **NO STOPPING** area eastern side from Bridge Street to Best and Less;
- Parking meters will be switched off (via consultant). Operations to tape signs between Brisbane & White Streets, advising of change of parking conditions.

Peel Street

- Parking meters will be switched off (via consultant). Operations to tape signs between Bourke Street and White Street, advising of change of parking conditions;

Dowe Street

- Install **LOADING ZONE** opposite 'The Welders Dog' as per TGS 5.

White Street

- install **NO STOPPING ZONE – FIRE VEHICLES EXCEPTED** (6 metres long) south side outside of the Northern Inland Credit Union building;
- install **DISABLED PARKING** south side between Fire Vehicle parking and NICU driveway. With extra sign in middle of zone as per **TGS10**.
- Parking meters will be switched off (via consultant). Operations to tape signs between Kable & Marius Streets, advising of change of parking conditions

Bourke Street

- Parking meters will be switched off (via consultant). Operations to tape signs between Kable & Marius Streets, advising of change of parking conditions

Miscellaneous – Various Locations

- install temporary BUS ZONE (western side) and TAXI ZONE (eastern side) on The Ringers Road between TRECC and AELEC. Signpost appropriately and delineate with bollards/tape; refer TGS15;
- extend existing BUS ZONE southern side of The Ringers Road by 20 metres east.
- Install taxi zone between Bottlemart departure driveway and Bottlemart entrance driveway on The Ringers Road.

Bridge street

Bridge Street – install temporary extended BUS ZONE at Family Hotel, TGS 14.

Man x5 - 8 hours - a water cart + 2 men required to fill barriers

Man x4 - 14 hours

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TIME WEDNESDAY 14 JANUARY 2026

2:00pm Peel Street

- close at **White Street** – signposted with “**No Entry – Council Authorised Vehicles Excepted**”. Correct side of road to be used for permit access and egress including installation of supporting road closure signage as per TGS 10.
- close at **Brisbane Street** - signposted eastern kerbside “**Road Closed - No Entry**”. Two water filled barriers for Emergency Services access eastern side adjacent to Westpac;
- placement of barriers on Peel Street at Brisbane Street are to be 1m back from the intersection.

Man x4 - 4 hours

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TIME **TUESDAY 20TH JANUARY 2026**

6:00am **Peel Street**

- **close at Bourke Street** – signposted with “**No Entry – Council Authorised Vehicles Excepted**”. Correct side of road to be used for permit access and egress including installation of supporting road closure signage as per TGS 22.
- **close at Brisbane Street** - signposted eastern kerbside “**Road Closed - No Entry**”. Two water filled barriers for Emergency Services access western side adjacent Cotton On;
- placement of barriers on Peel Street at Brisbane Street are to be 1m back from the intersection;

Man x4 - 4 hours

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TIME **SATURDAY 24 JANUARY 2026**

- 3.00AM **Scott Road**
- install road closures and side road closure signage, see **TGS 19** for details
 - remains closed until 11am
- Murray Street**
- install road closures and side road closure signage, see **TGS 19** for details
 - remains closed until 11am
- Roderick Street**
- install road closures and side road closure signage, see **TGS 19** for details
 - remains closed until 11am
- Hill Street**
- install road closures and side road closure signage, see **TGS 19** for details
 - remains closed until 11am
- White Street**
- install road closures and side road closure signage, see **TGS 19** for details
 - remains closed until the tail of the parade has passed the White Street and Kable Avenue Roundabout.
- Peel Street**
- install Pedestrian barrier and pedestrian tape along the parade route, see TGS 19 for details

- Kable Avenue**
- install Pedestrian barrier and pedestrian tape along the parade route, see TGS 19 for details

- 11:00AM **Peel Street**
- Remove** Pedestrian barrier and pedestrian tape along the parade route, see TGS 19 for details
- Reinstate Hostile vehicle mitigation on western bound traffic lane
- Kable Avenue**
- Remove** Pedestrian barrier and pedestrian tape along the parade route, see TGS 19 for details
- Reinstate Hostile vehicle mitigation on eastern bound traffic lane

Man x10 - 5 hours

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TIME MONDAY 26 JANUARY 2026

Miscellaneous

- Philip Street – remove temporary BUS ZONE adjacent to and opposite Leagues Club.
- Bridge Street – remove temporary extended BUS ZONE at Family Hotel;
- 5:00AM • The Ringers Road – between TRECC and AELEC - remove temporary BUS and TAXI ZONES.
- The Ringers Road – between The Golden Guitar Motel and Bottlemart entrance driveway – remove temporary BUS and TAXI ZONES.

7:00 PM **Peel Street**

- ensure all temporary stages, traders' tents and static displays are off the roadway;
- open at White Street through to B Street.

White Street

- remove temporary DISABLED and FIRE BRIGADE parking restrictions, between Peel Street and Northern Inland Credit Union, Right of Way.

Fitzroy Street

- remains **closed** between Peel Street to Smith Place until Tuesday;
- remains **closed** between Kable Avenue and Peel Street until Tuesday.

Men x4 - 4 hours

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TIME **TUESDAY 27 JANUARY 2026**

- 6:00AM **Carter Street**
- open at Solander Drive and Plain Street, and remove all temporary speed zone and regulatory signage;
 - open all internal roads between the RIV2 amenities and adjacent to river bank.

- 12:00PM **Kable Avenue**
- open at Fitzroy and at Brisbane Streets at approximately 12:00pm;
 - revert all temporary remaining parking restrictions back to their former status;
 - remove barriers used for generators in the rear of the CWA carpark.

- Brisbane Street**
- amend all signage back to normal status, northern side between Dowe Street and Kable Avenue;
 - amend all signage back to normal status, southern side between Marius Street and Kable Avenue;

- 7:00PM **Fitzroy Street**
- open between Smith Place and Peel Street;
 - remove temporary DISABLED PARKING adjacent Telstra maintenance facility;
 - amend to normal status all temporary parking restrictions between Peel and Marius Streets;
 - amend all parking restrictions in Town Hall car park, and Capitol Theatre carparks opposite loading bay.

- 7:00pm **Fitzroy Street**
- Fitzroy Street remains closed at Kable Avenue and Peel Street, until all traders are out of Kable Avenue, and Fitzroy Street has been swept.
- open between Kable Avenue and Peel Street (after street sweeper);
 - **install bollards** from along Fitzroy Street;
 - **remove bollards** across Fitzroy Street at Peel Street, to prevent cars in Peel Street turning into Fitzroy Street;
 - **install** rubber wheel stops in Fitzroy Street;
 - **install** LOADING ZONE and parking signs on Target side of Fitzroy Street tear drop.

Men x4 – 8 -10 hours

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Tamworth Regional Council

Traffic Management Plan

TCMF 2026

WEDNESDAY 28 January 2026
5am

- parking meters will be switched on (via consultant). Operations to remove tape from signs between in all affected streets.

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3. SPECIAL EVENT ACCESS AND PARKING PERMITS

Access Area	Permit Colour	Permit Conditions	Permit Issuer	Contact
Peel Street	Yellow	ALL DAY DISPLAY VEHICLE Eligibility: Itinerant traders, stalls & activities This permit is for vehicles that are part of a stationary display and therefore are to remain within the road closure all day. For example a car that is a raffle prize, the Toyota Vehicle display in Fitzroy Street near Peel Street, the DFA displaying a car as part of a promotional activity.	Business Events - Coordinator Events and Operations	Michaela Stevens m.stevens@tamworth.nsw.gov.au 6767 5701
Kable Avenue Carparks - 8	White	Eligibility: Toyota Sponsor Vehicles 8:00am to 6:00pm	Business Events - Coordinator Events and Operations	Michaela Stevens m.stevens@tamworth.nsw.gov.au 6767 5701
Kable Avenue carpark – 3	White	Eligibility: St John Ambulance 24 hours access for the purposes of medical assistance	Business Events - Coordinator Events and Operations	Michaela Stevens m.stevens@tamworth.nsw.gov.au 6767 5701
Access into CBD road closures at restricted times and via identified access points. No access after 9:00am.	Blue	Eligibility 1. Off street Tenant parking Current License of driver must be supplied at entry point. Midnight to 9:00am open, permit access - (Saturday 24 January Midnight to 6am only); 9:00am to Midnight – no vehicular access.	Business Events - Coordinator Events and Operations	Michaela Stevens m.stevens@tamworth.nsw.gov.au 6767 5701

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<i>Tamworth Regional Council</i>	<i>Traffic Management Plan</i>	<i>TCMF 2026</i>
Access into CBD road closures at restricted times and via identified access points. No access after 9:00am.	<p>Orange</p> <p>Eligibility:</p> <ol style="list-style-type: none"> 2. Peel or Kable Street stalls and activities, including Family Zone (Events to assess); 3. delivery drivers (RS to assess); 4. diesel refuelling for gensets (Events to provide); <p>Current License of driver must be supplied at entry point.</p> <p>Midnight to 9:00am open, permit access - (Saturday 24 January 4am to 6am only);</p> <p>9:00am to 6pm – no vehicular access. These vehicles to use loading areas and golf carts after 9am;</p> <p>and</p> <p>6pm to midnight – access with appropriate permit only.</p> <p>Entry points to the closed road network will be via the following locations:</p> <ul style="list-style-type: none"> • Peel Street at White Street; • Kable Avenue at White Street; • Kable Avenue at Brisbane Street – no access into closed road, business tenant access only. <p>Rigid vehicles are restricted to two axles & < 7 metres long.</p> <p>A restriction will apply to multiple vehicle permits being issued.</p> <p>Successful applicants not complying with conditions will have their permits revoked.</p> <p>5. WASTE services vehicles</p> <p>Midnight to 10am open, permit access - (Sat 24 January 4am to 7am only);</p> <p>10am to 6pm - managed access using marshals; and 6pm to midnight – vehicular access with appropriate permit only.</p>	<p>Business Events - Coordinator Events and Operations</p> <p>Simone Mitchell s.mitchell@tamworth.nsw.gov.au 6767 5613</p>

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Traffic Management Plan

TCMF 2026

		<p>Entry points to the closed road network will be via the following locations:</p> <ul style="list-style-type: none"> • Peel Street at White Street; • Kable Avenue at White Street end. <p>Rigid vehicles are restricted to a maximum of four axles & 13 metres in length.</p>		
Access into CBD road closures and via identified access points.	Green	<p>Green – Access as required after 9am:</p> <ol style="list-style-type: none"> 1. Maintenance vehicles – plumbers, air-conditioner, electricians (RS to assess); 2. Chubb bank type vehicles (RS to assess); 3. Council contracted services for festival – electrician, marquee hire (Events to provide); 4. Council staff – Dustin Evans, others? (RS to assess). <p>These vehicles to have pass on display and are escorted in by a Marshal.</p> <p>Drivers in these vehicles are required to supply driving licence on application and then upon entry into road closure.</p> <p>A Marshal or Security will be on duty at entry into Peel Street road closure (at White Street) 24/7.</p>	Business Events - Coordinator Events and Operations	<p>Michaela Stevens</p> <p>m.stevens@tamworth.nsw.gov.au</p> <p>6767 5701</p>
Parallel parking opposite loading dock - Capitol Theatre	White	<p>Eligibility: Artist and crew</p> <p>Access during hrs x to y for the purpose of performance</p>	B&ED - Entertainment Venues	<p>Peter Ross</p> <p>0425 222 612</p> <p>6766 2028 - Capitol Theatre</p> <p>Rebecca Harding</p>

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<i>Tamworth Regional Council</i>		<i>Traffic Management Plan</i>	<i>TCMF 2026</i>	
				6767 5625 / 0419 386 928
All parking spaces within Town Hall allocation	White	Eligibility: Artist and crew Access during hrs X to Y for the purpose of performance	B&ED - Entertainment Venues	Peter Ross 0425 222 612 6766 2028 - Capitol Theatre
Capitol and Town Hall allocated areas	White	Eligibility: Production team Tuesday 13 January – Monday 26 January 2026 24/7 access	B&ED - Entertainment Venues	Peter Ross 0425 222 612 6766 2028 - Capitol Theatre
Town Hall allocated area – media parking – 4 spaces	White	Eligibility: Production team Tuesday 13 January – Monday 26 January 2026 24/7 access	B&ED - Entertainment Venues	Peter Ross 0425 222 612 6766 2028 - Capitol Theatre

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4. ATTACHMENT 1 – PERMIT TEMPLATES

As attached.

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5. ATTACHMENT 2 – EVENT PERMIT PARKING AREA SIGNS

Location	Text	Quantity
Opposite Capitol Theatre	RESTRICTED PARKING AREA Artist/Crew/Production Team Capitol Theatre PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	1x right arrow 1x left arrow Total 2 signs
Town Hall	RESTRICTED PARKING AREA Artist/Crew/Production Team Town Hall PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	2x right arrow 2x left arrow 2x bi-directional arrow Total 6 signs
Town Hall	RESTRICTED PARKING AREA MEDIA Town Hall PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	1x right arrow 1x left arrow Total 2 signs
Kable Avenue	RESTRICTED PARKING AREA ST JOHN AMBULANCE Kable Avenue PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	1x (no arrows) Total 1 signs
Fitzroy Street	RESTRICTED PARKING AREA PEEL ST TRADER PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	3x right arrow 3x left arrow 3x bi-directional arrow Total 6 signs
Fitzroy Street	RESTRICTED PARKING AREA FANZONE STAGE ARTIST/CREW PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONACT TRC 6767 5555	1x right arrow 1x left arrow Total 2 signs Temp Linemarking
Kable Avenue	RESTRICTED PARKING AREA TOYOTA/SPONSOR Kable Avenue PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	6x (no arrows) Total 6 signs
RWH Carpark (Front)	RESTRICTED PARKING AREA Artist/Crew Ray Walsh Carpark ARTIST/CREW PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	2x right arrow 2x left arrow 2x bi-directional arrow Total 6 signs
RWH Carpark (Back)	RESTRICTED PARKING AREA Traders/Contractor Ray Walsh Carpark TRADER/CONTRACTOR PERMIT HOLDERS ONLY 15 JANUARY 2026 TO 27 JANUARY 2026 CONTACT TRC 6767 5555	2x right arrow 2x left arrow 2x bi-directional arrow Total 6 signs

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Peel Street (on pedestrian fence during Parade only)	KEEP CLEAR EMERGENCY SERVICES ACCESS POINT	Total TBA
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Tamworth Regional Council

Traffic Management Plan TCMF 2026

**6. ATTACHMENT 3 - TFNSW ROAD OCCUPANCY LICENCE TCMF
2026**

Please refer to attached ROLS

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7. ATTACHMENT 4 – VEHICLE MITIGATION REQUIREMENTS

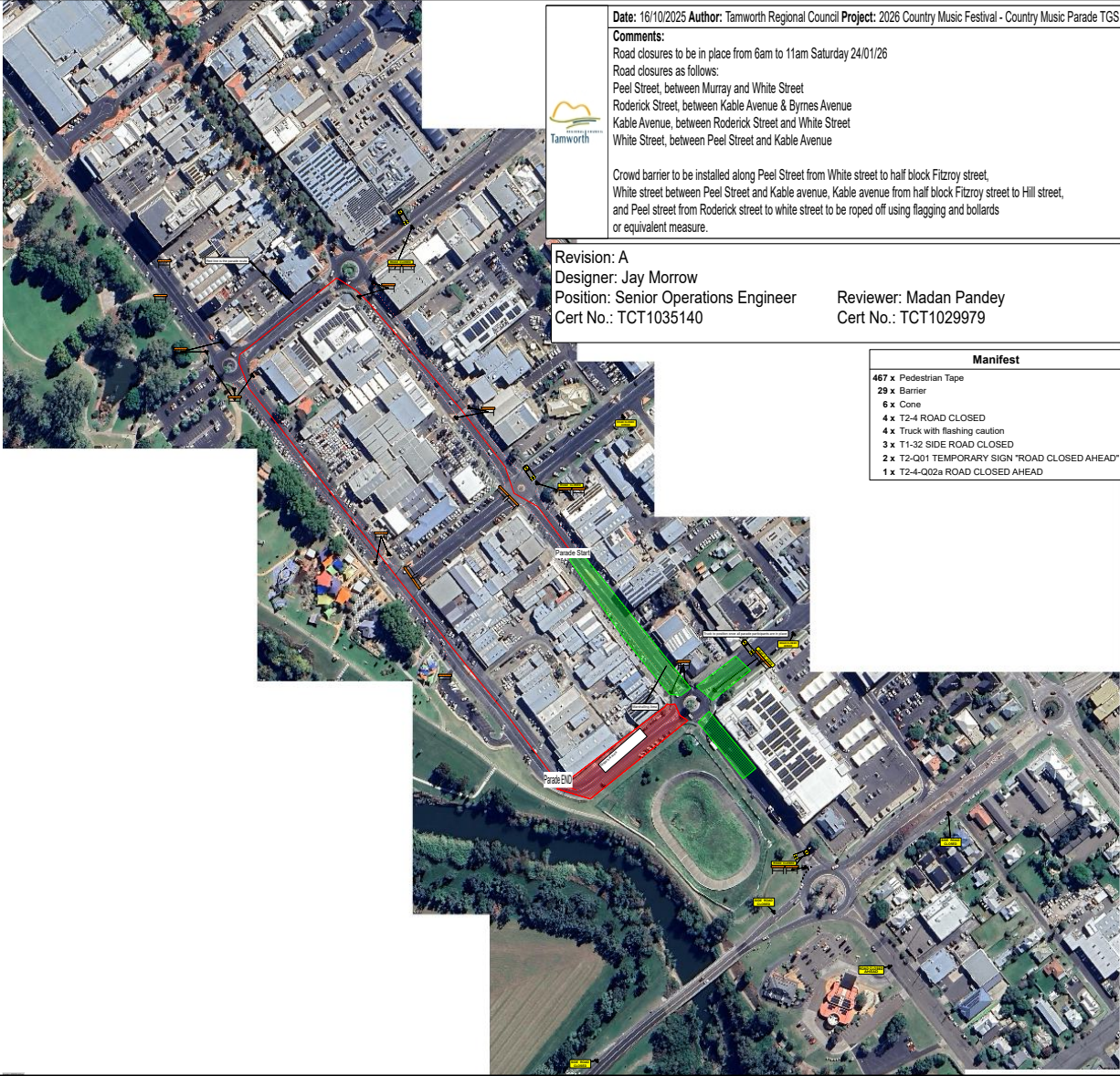
As attached and detailed in respective TGS

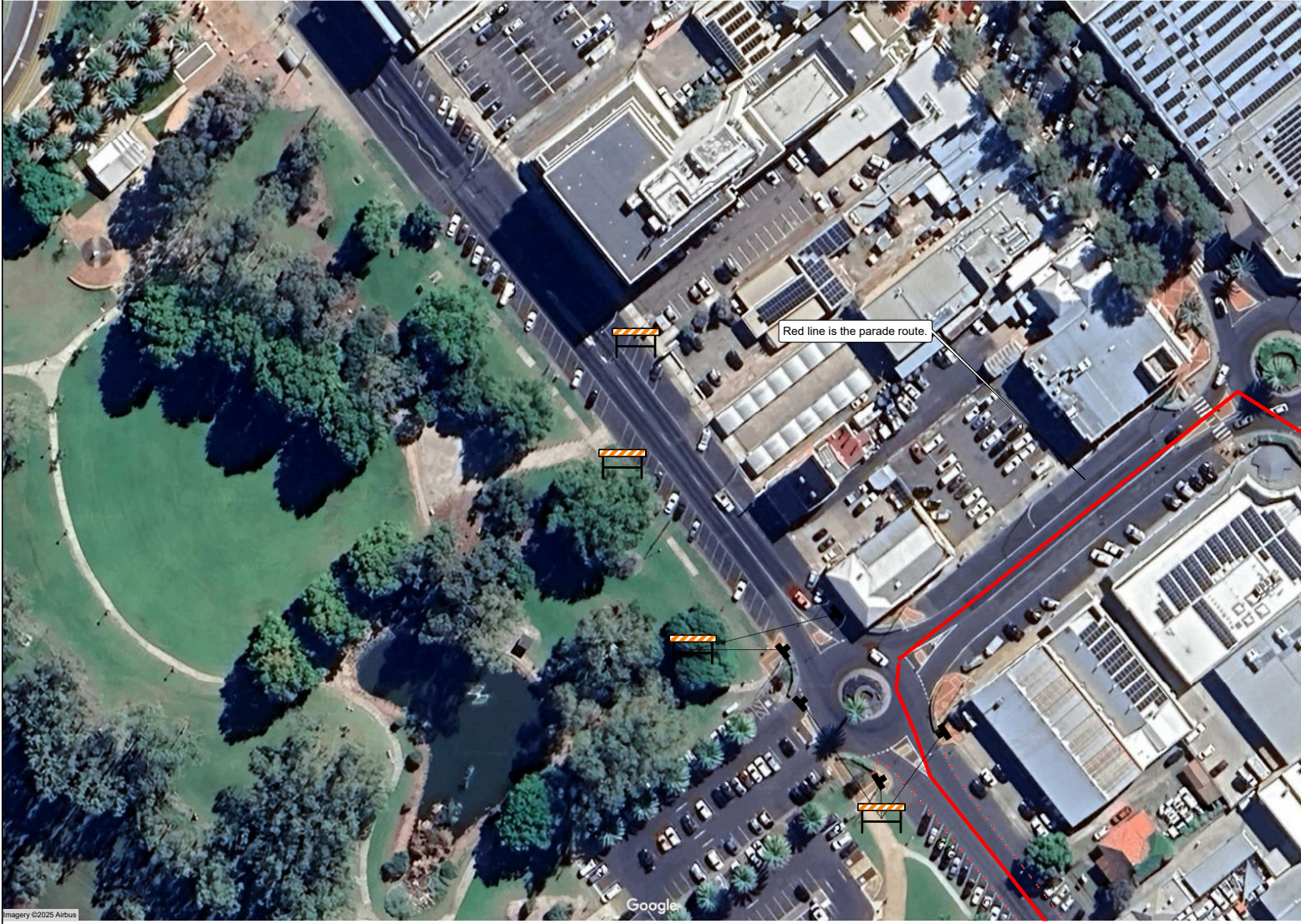
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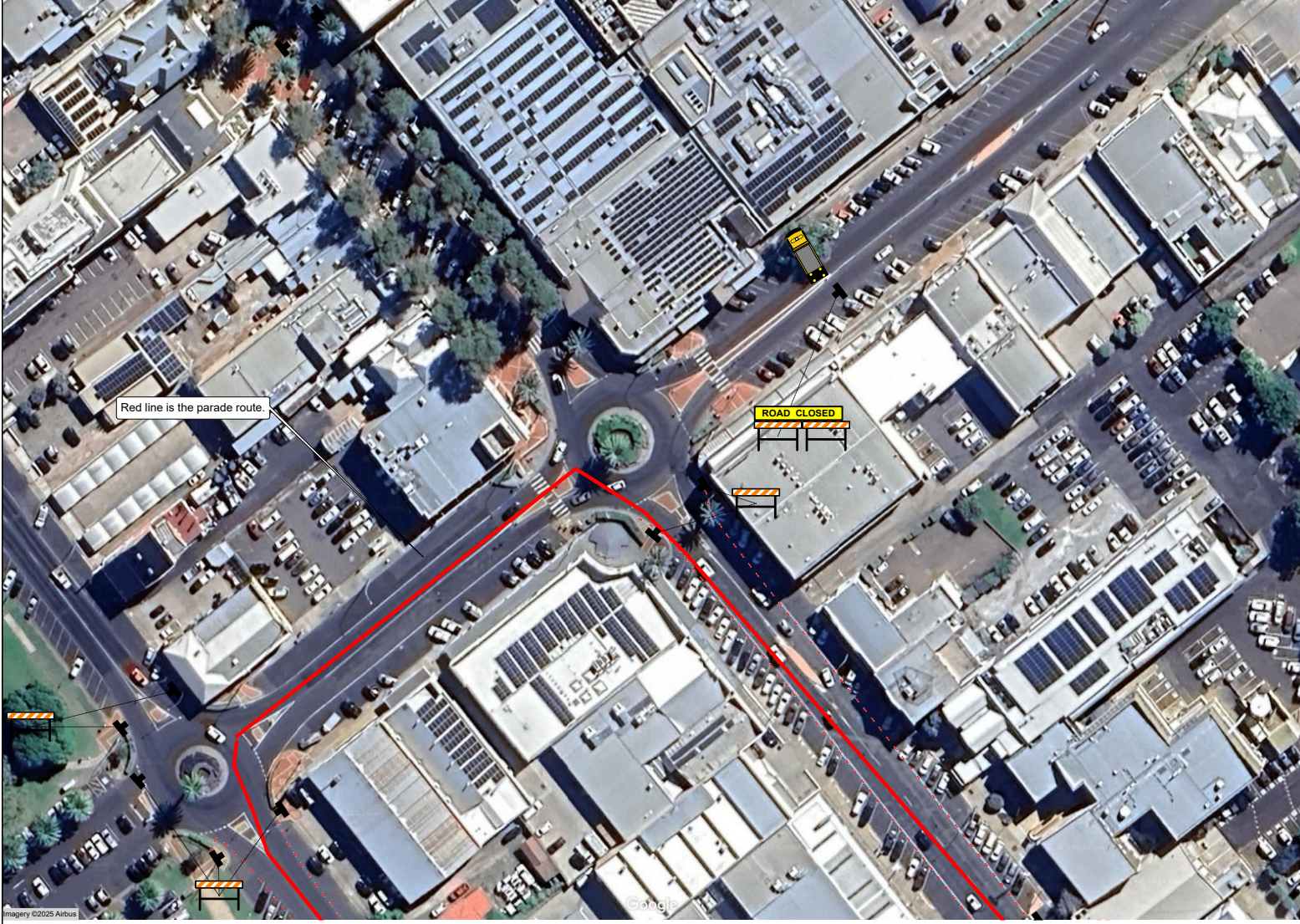
8. ATTACHMENT 5 - TRAFFIC GUIDANCE SYSTEM PLANS

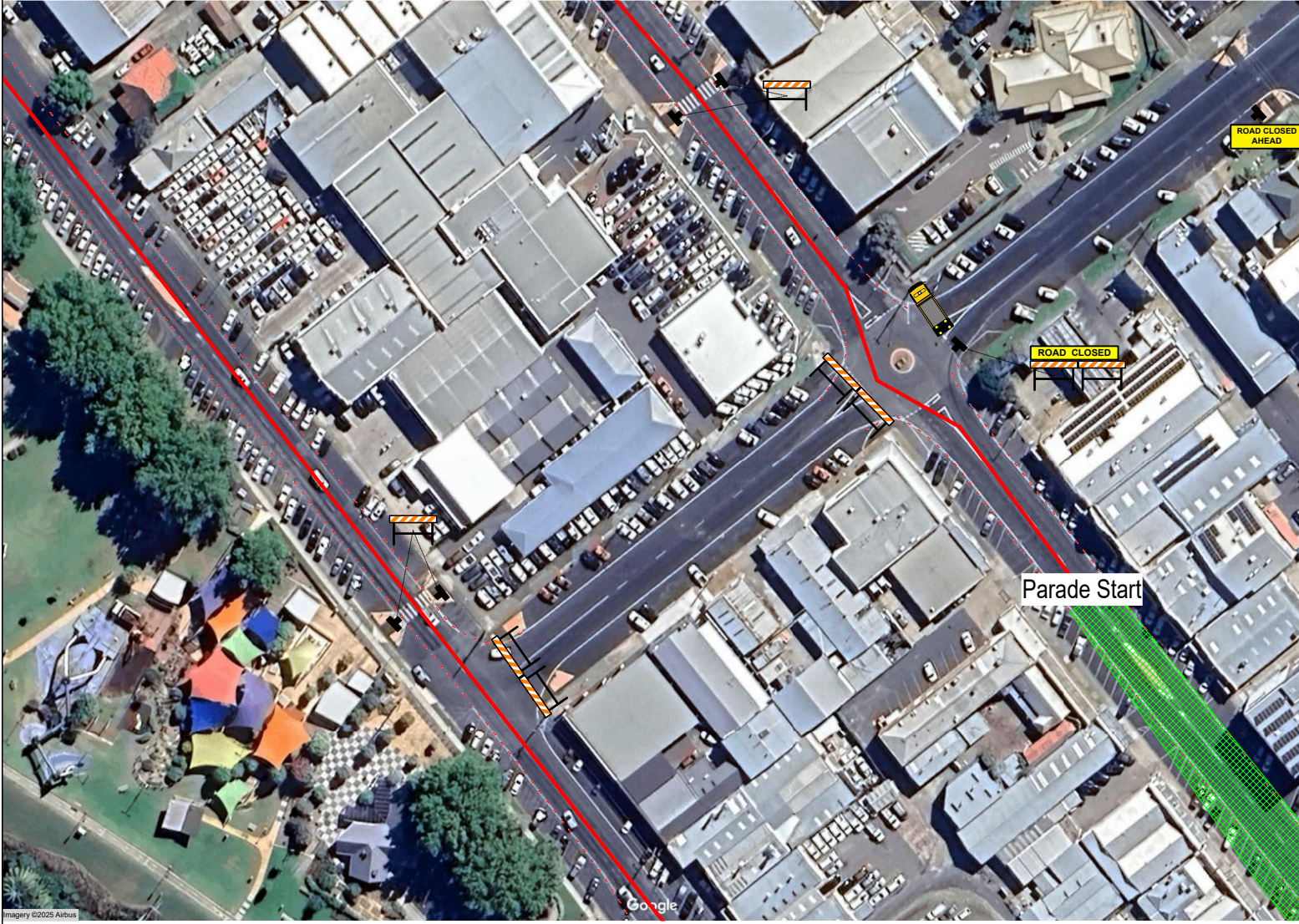
TCP No.	Title	Notes
1	Pool Staff Parking	
2	Park Street / Phillip Street	Not used
3	VMS Board Locations	
4	Riverside Camping All Streets	
5	Peel Street Closure at Brisbane Street	
6	Taxi Rank Detail Brisbane Street	
7	Shoulder Closure Kable Avenue	Not used
8	Fitzroy Street road closure	
9	Kable Avenue - White Street to Brisbane Street	
10	Peel Street closure at White Street	
11	White Street Carpark	Not used
12	Town Hall and Capitol Theatre car park	
13	Belmore Street / William Street	Not used
14	Bridge Street Bus Zone	
15	TRECC / AELEC parking restriction changes	
16	Kable Ave Hostile Vehicle mitigation device placement	Refer TGS 9
17	Goonoo Goonoo Road Bus Stop at Salvation Army	Not used
18	West Tamworth Leagues Club	
19	Country Music Parade	
20	RWH Parking	
21	Kable Avenue - Toyota 4WD Track	Not used
22	Peel Street Closure – Brisbane St to Bourke St	

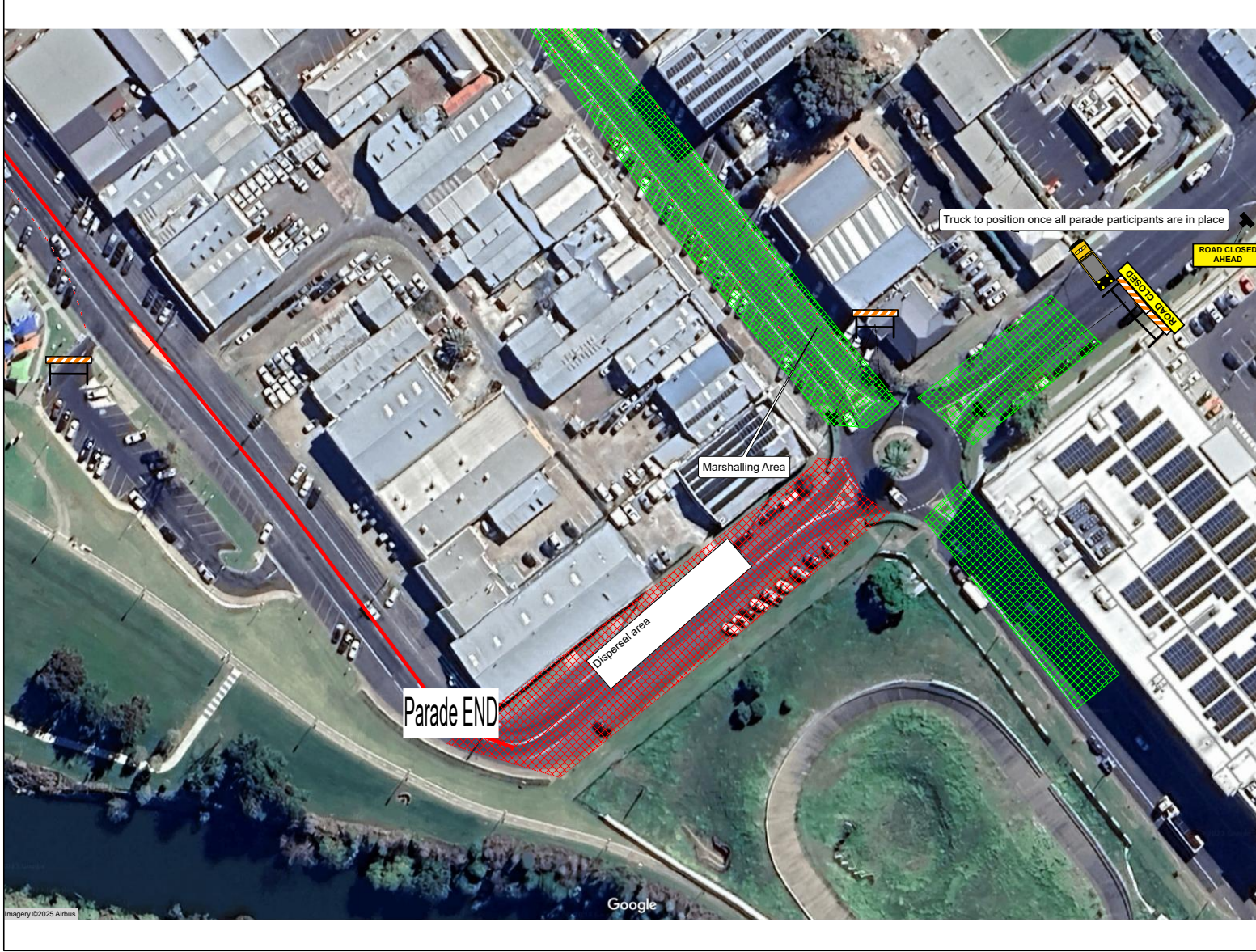
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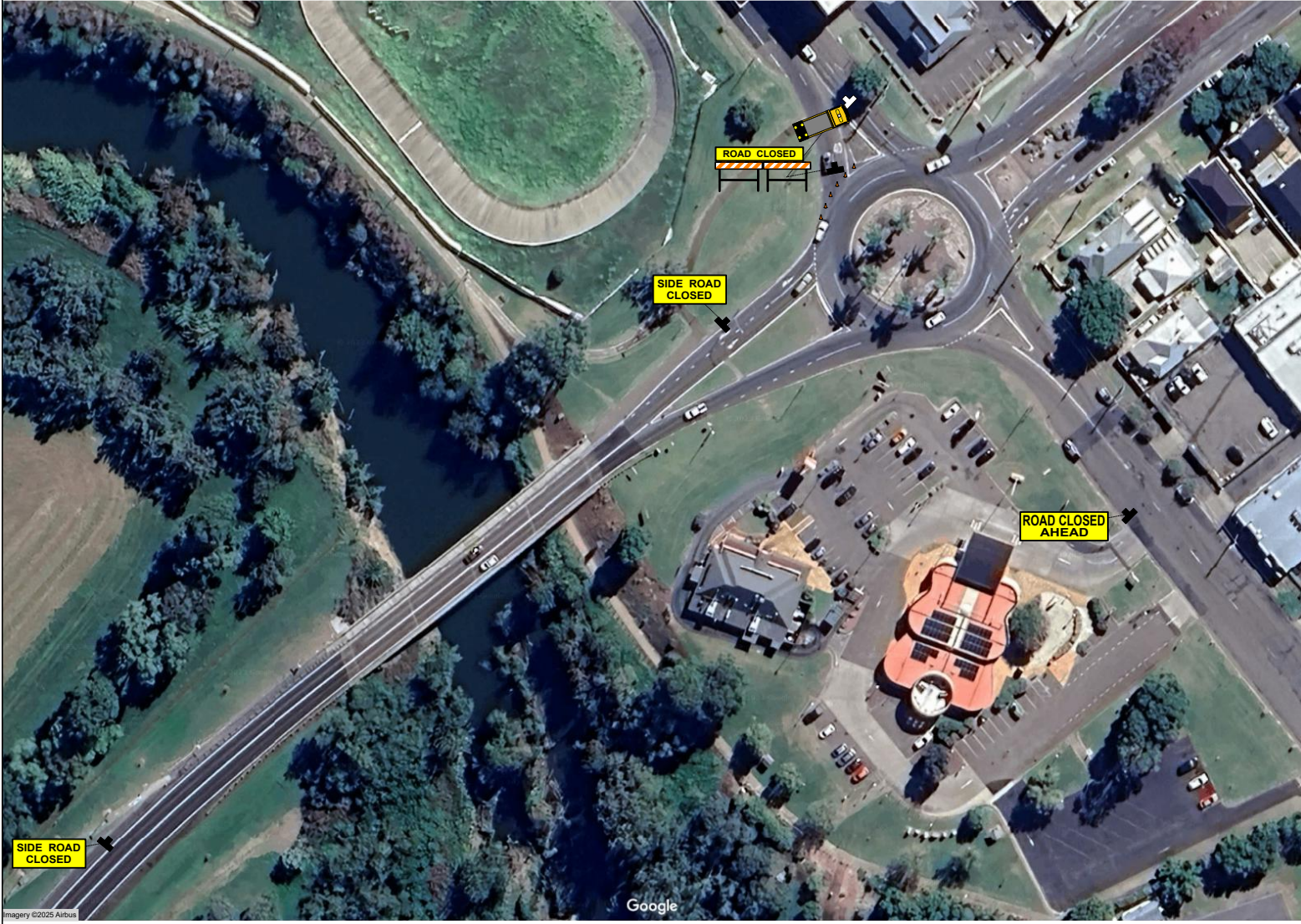


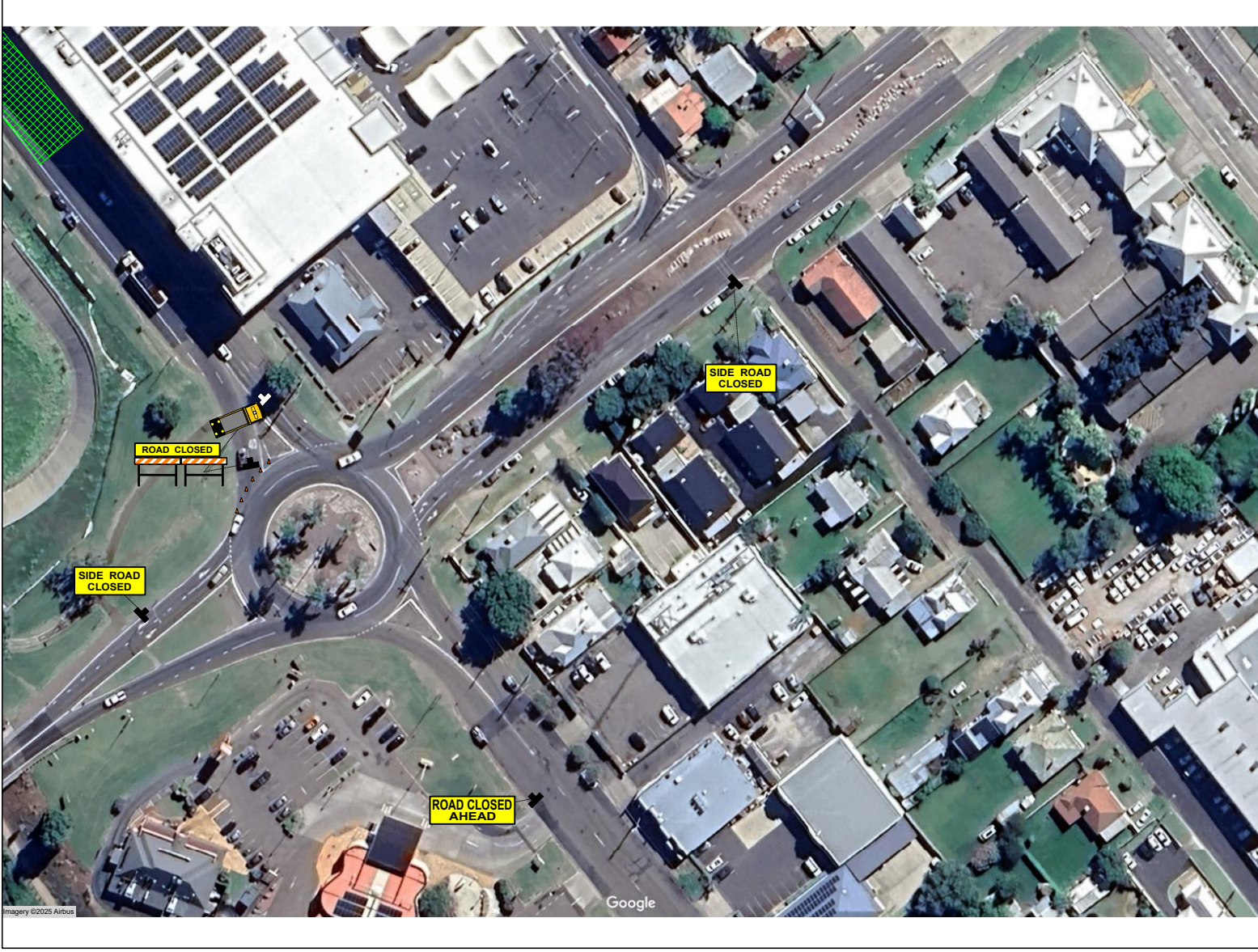


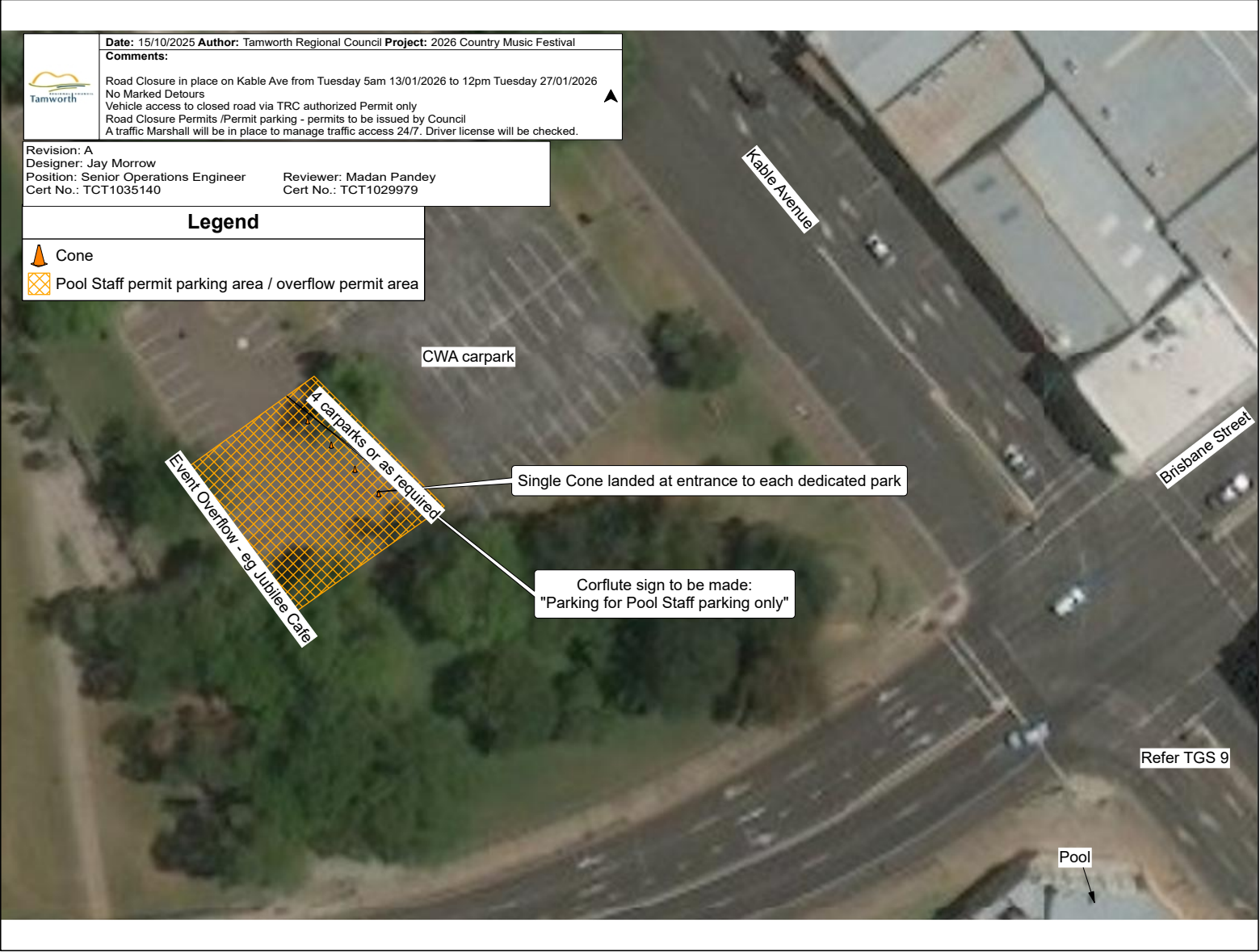


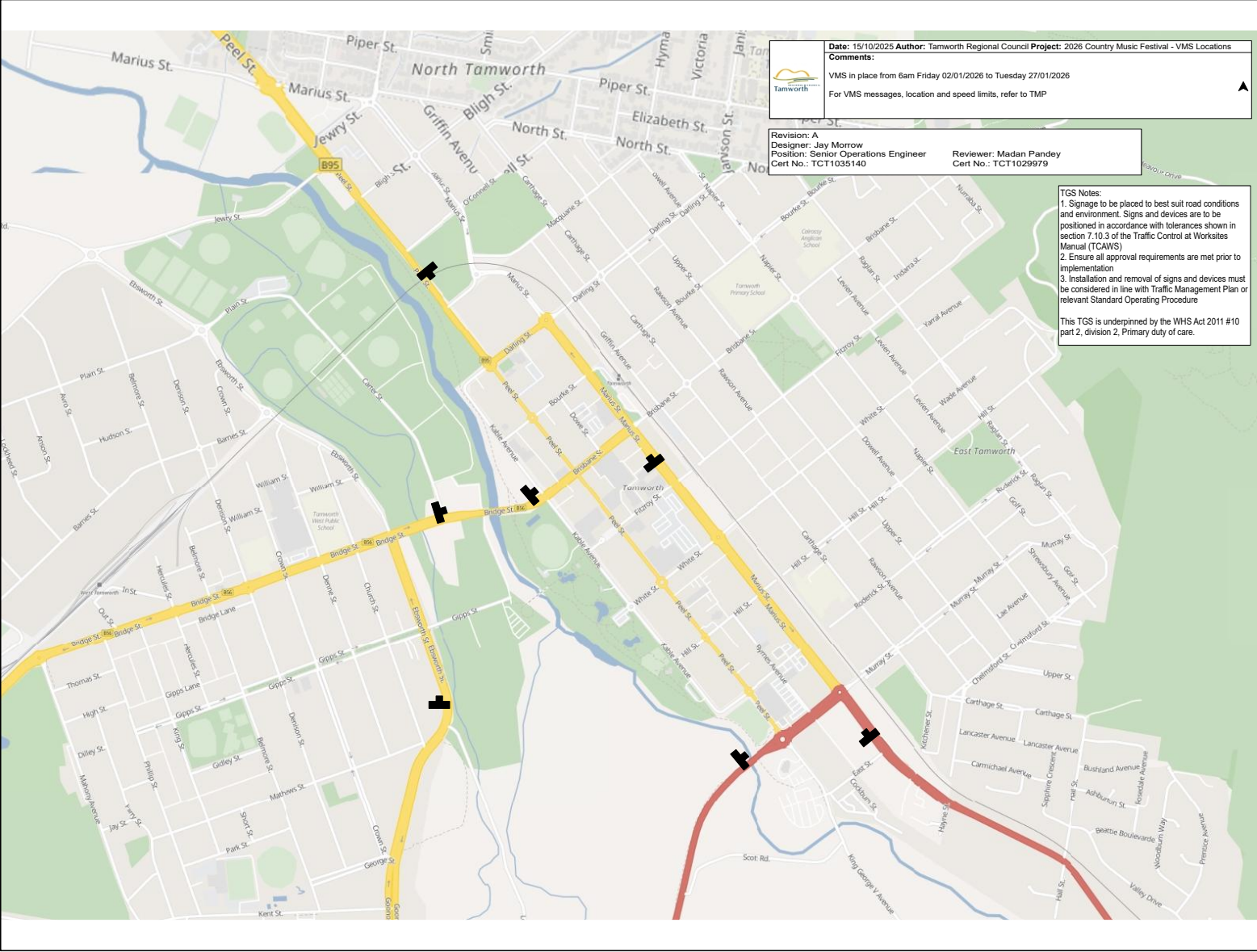


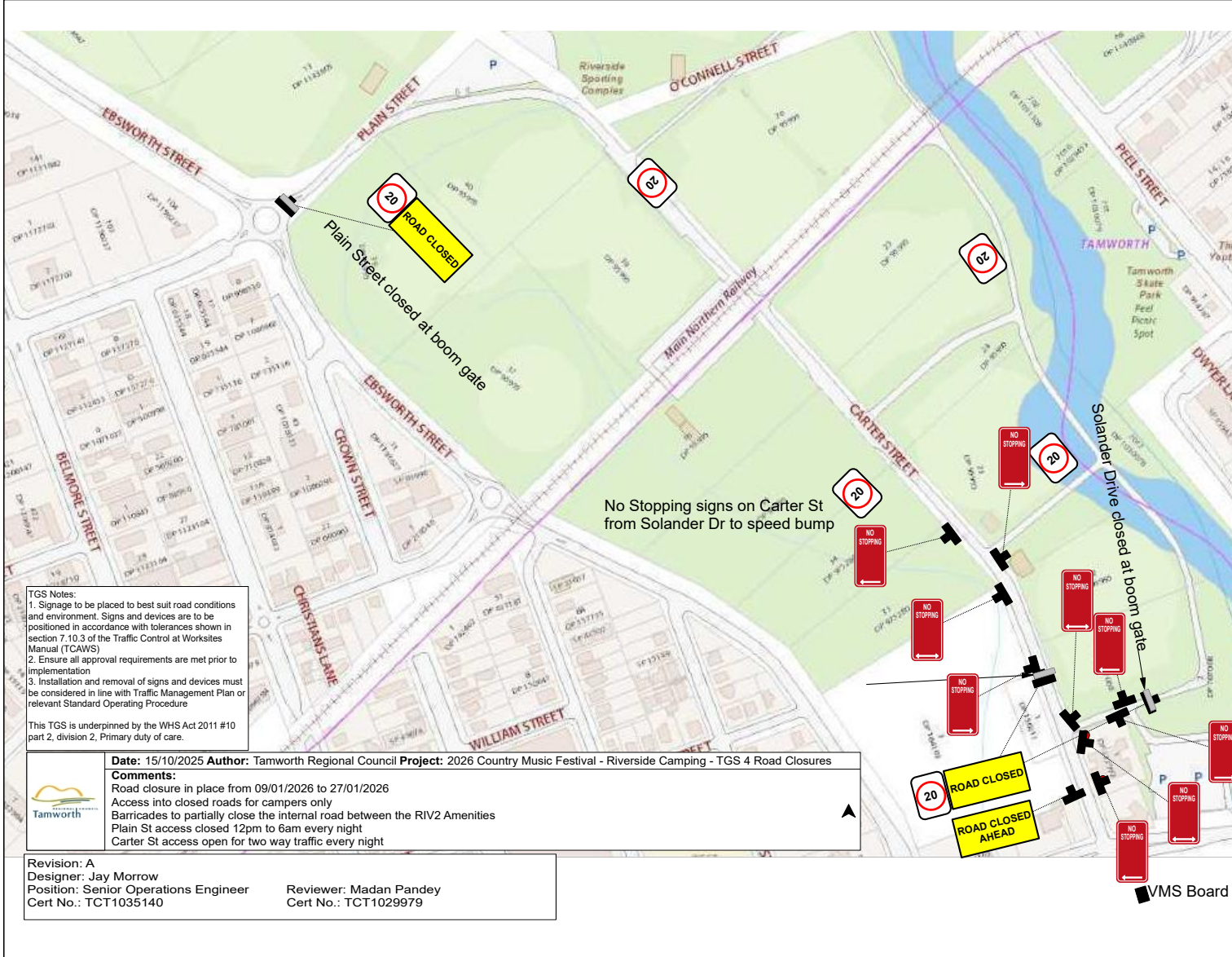


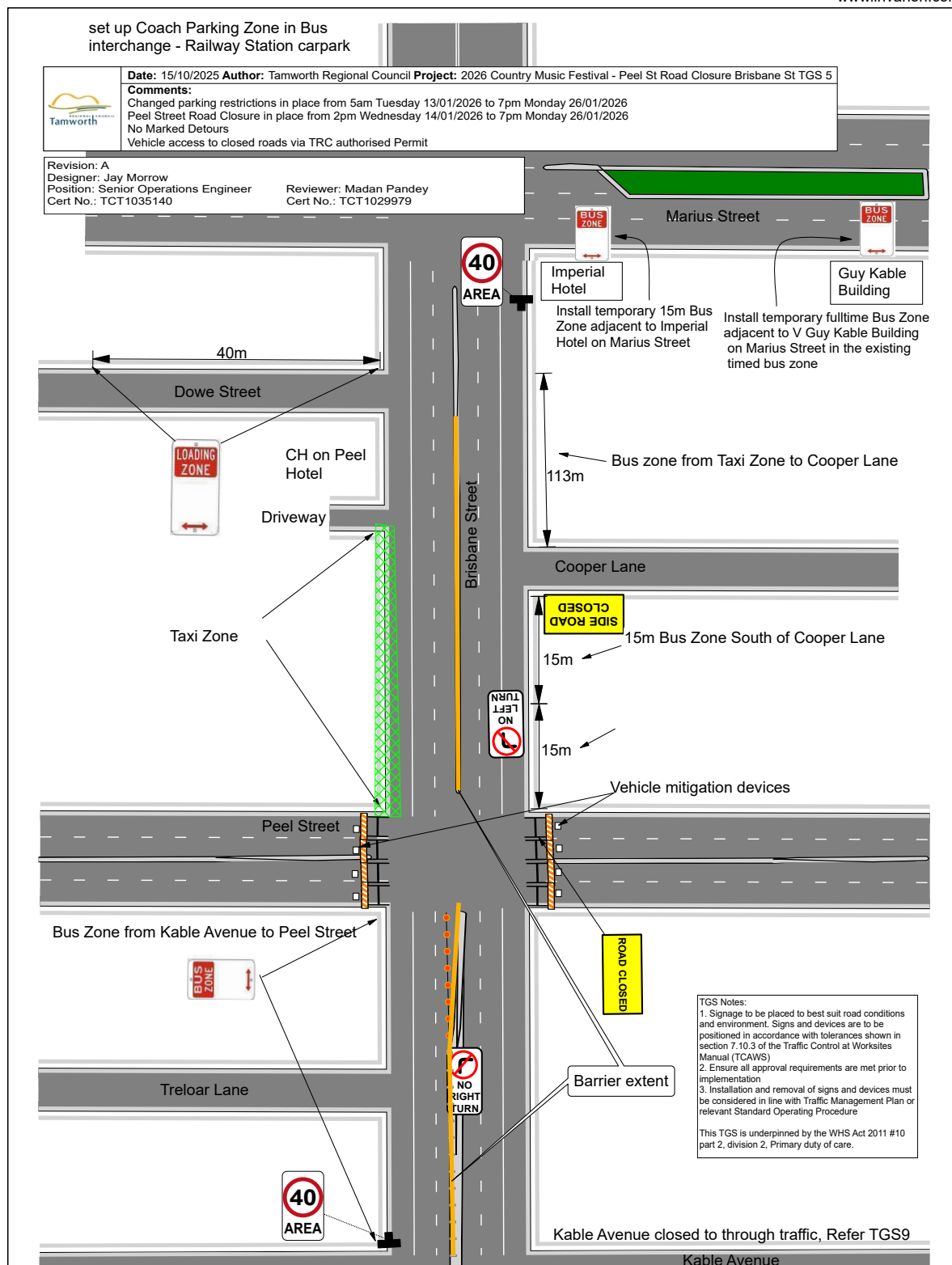


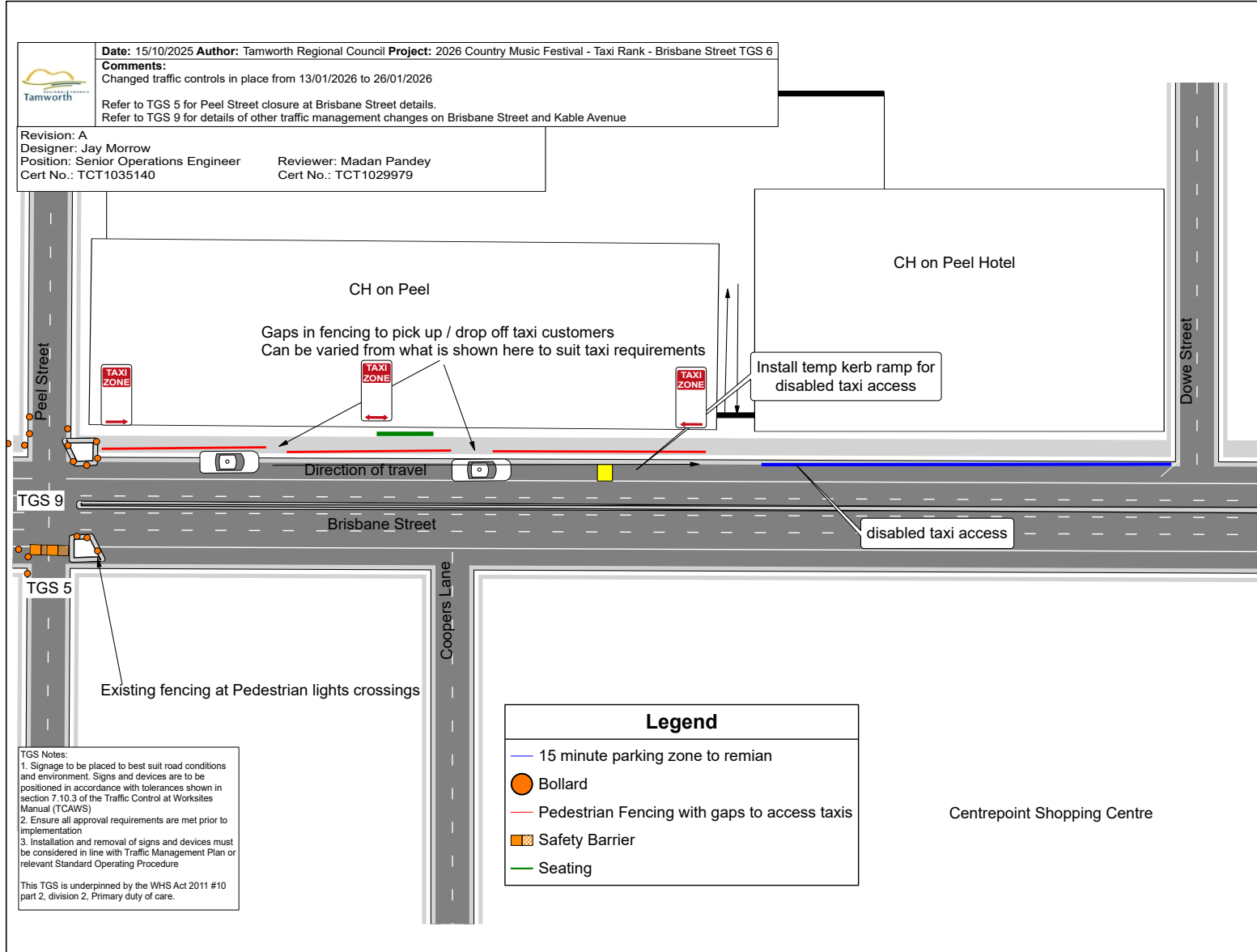


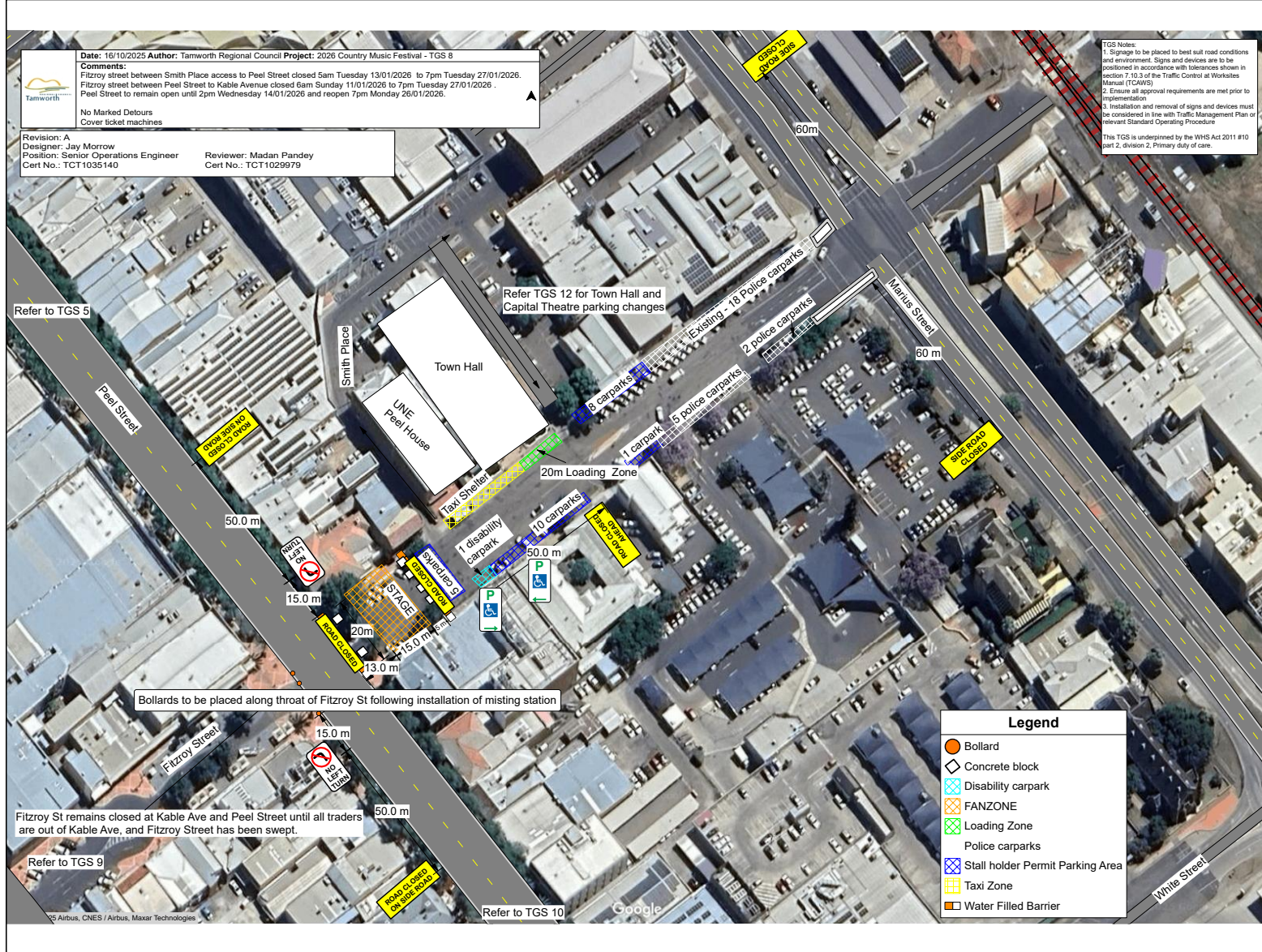


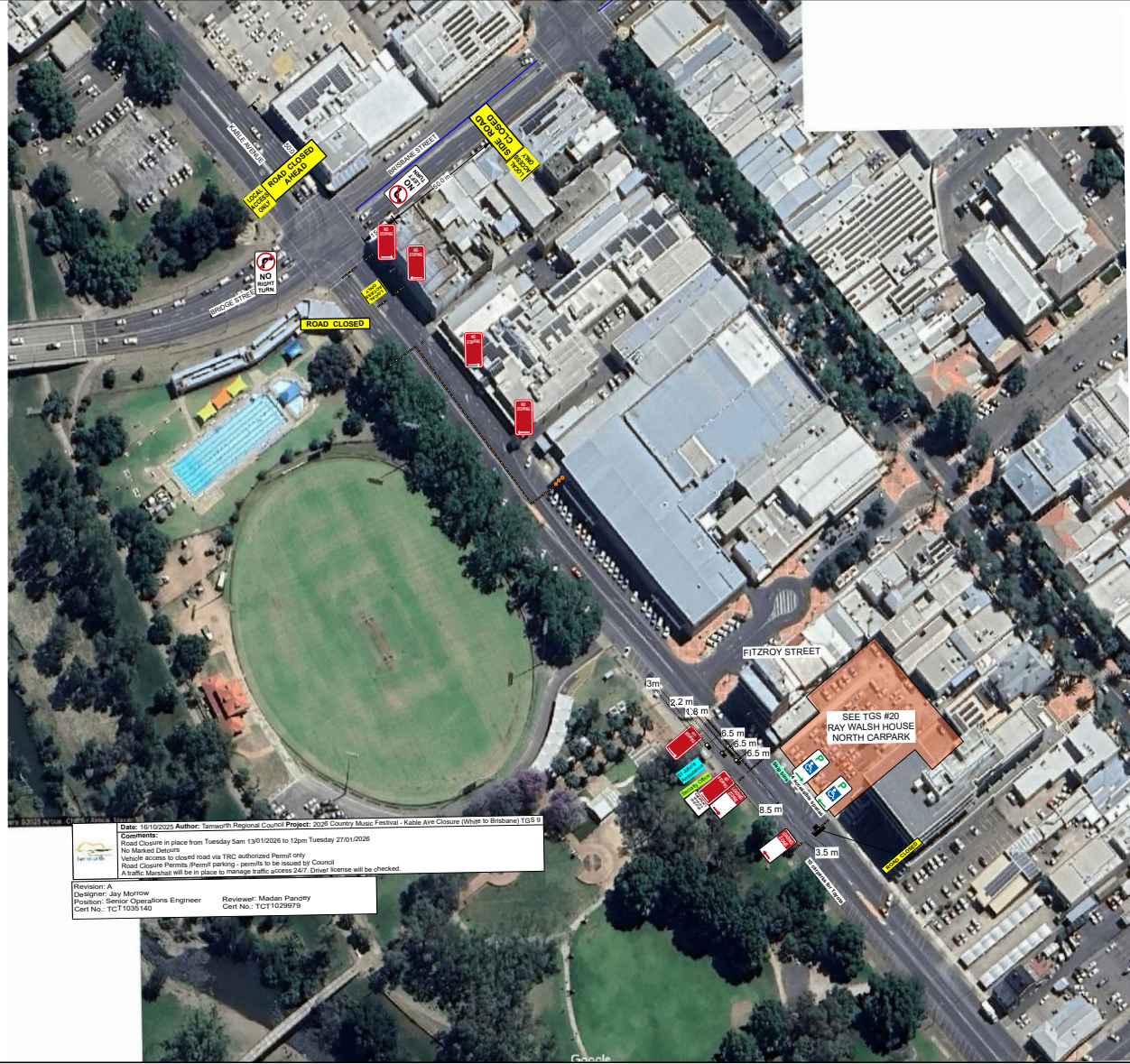
















Date: 16/10/2025 **Author:** Tamworth Regional Council **Project:** 2026 Country Music Festival - Peel Street Road Closure at White Street TGS 10

Comments:

Comments:
Road Closure in place from 2pm Wednesday 14/01/2026 to 7:00pm Monday 26/01/2026
No Marked Detours
Vehicle access to closed road via TRC authorised Permit

Revision: A

Revision: A
Designer: Jay Morrow

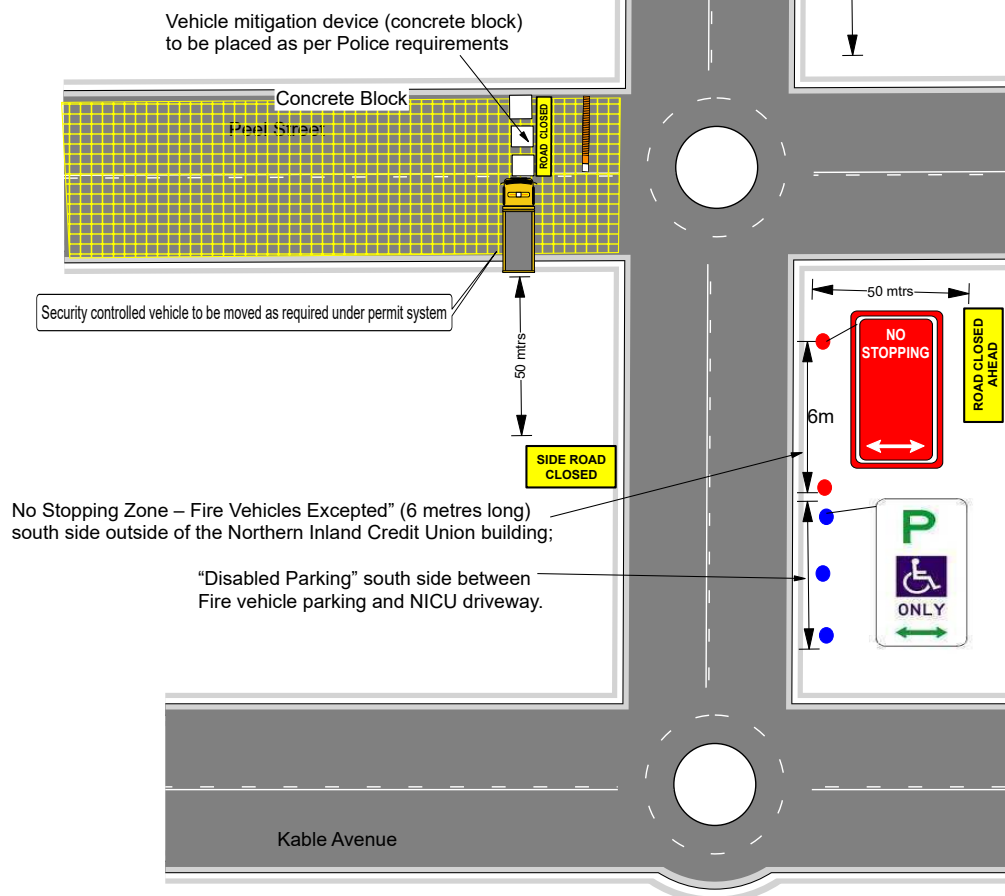
Position: Senior Operations Engineer
Cert No.: TCT1035140

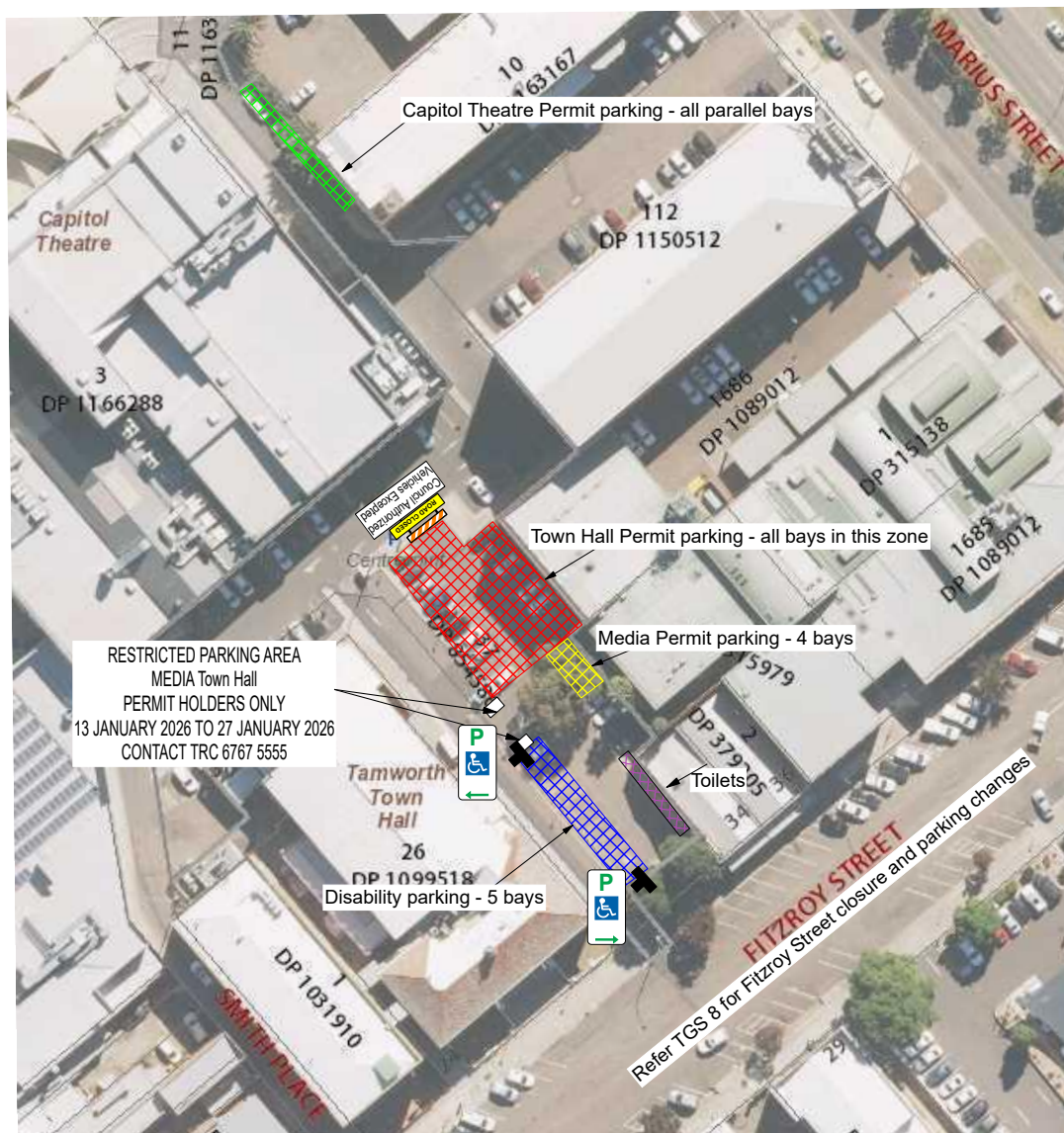
Reviewer: Madan Pandey
Cert No.: TCT1029979

TGS Notes:

1. Signage to be placed to best suit road conditions and environment. Signs and devices are to be positioned in accordance with tolerances shown in section 7.10.3 of the Traffic Control at Worksites Manual (TCAWS)
2. Ensure all approval requirements are met prior to implementation
3. Installation and removal of signs and devices must be considered in line with Traffic Management Plan or relevant Standard Operating Procedure

This TGS is underpinned by the WHS Act 2011 #10 part 2, division 2, Primary duty of care.





Date: 16/10/2025 **Author:** Tamworth Regional Council **Project:** 2026 Country Music Festival - Town Hall and Capitol Theatre Parking TGS 12

Comments:
Permits in place from Tuesday 13/01/2026 to Tuesday 27/01/2026.
Signs to be installed indicating the Permit zones.



Town Hall car park Permits issued by Venue Manager or Representative
Capitol Theatre car park Permits issued by Venue Manager or Representative
Media Permits issued by the Event Manager or Representative
Disability parking Permits required to park in 5 disability parking bays

Revision: A

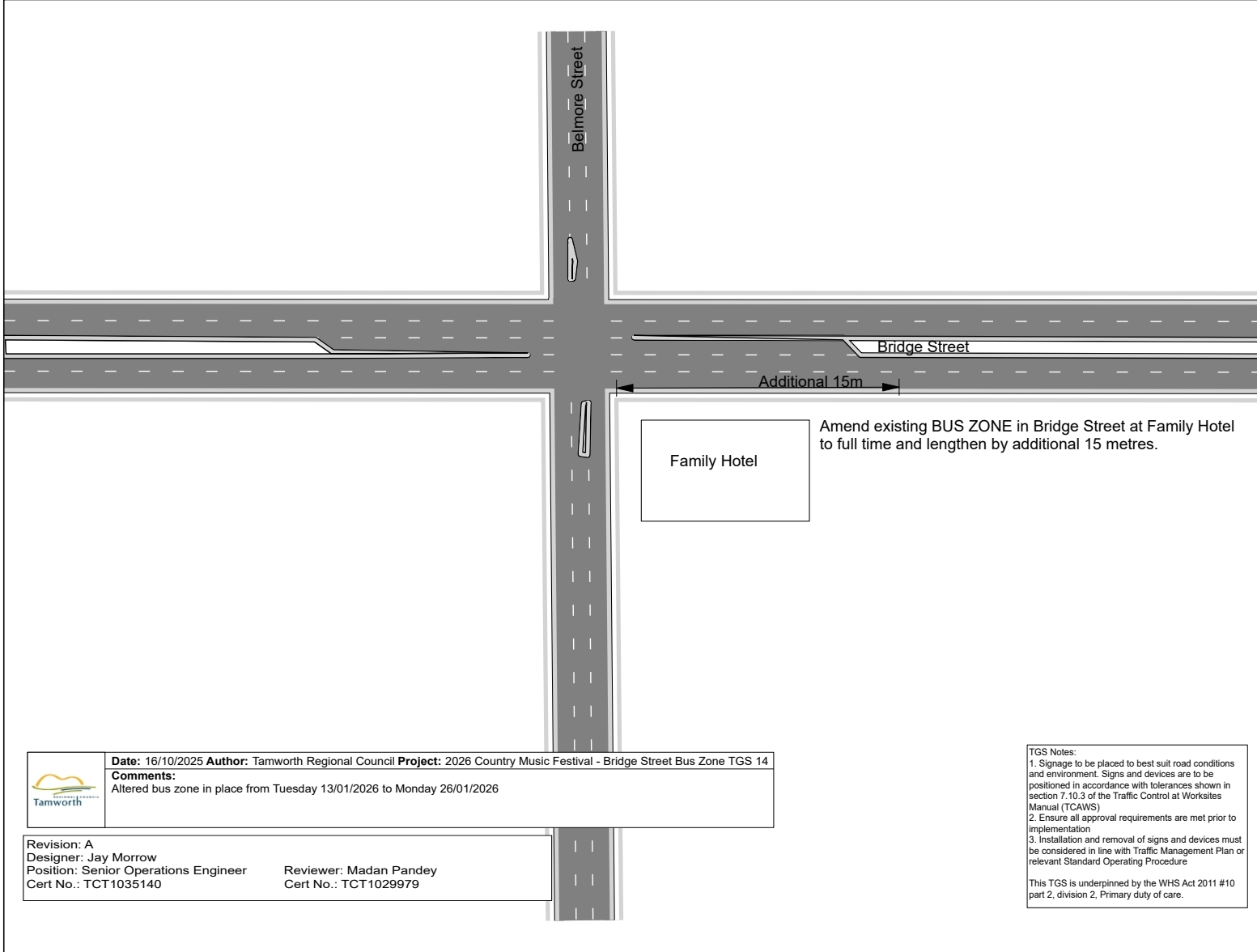
Designer: Jay Morrow
Position: Senior Operations Engineer
Cert No.: TCT1035140

Reviewer: Madan Pandey
Cert No.: TCT1029979

TGS Notes:

1. Signage to be placed to best suit road conditions and environment. Signs and devices are to be positioned in accordance with tolerances shown in section 7.10.3 of the Traffic Control at Worksites Manual (TCAWS)
2. Ensure all approval requirements are met prior to implementation
3. Installation and removal of signs and devices must be considered in line with Traffic Management Plan or relevant Standard Operating Procedure

This TGS is underpinned by the WHS Act 2011 #10 part 2, division 2, Primary duty of care.









Tamworth Tri Club Risk Assessment 2025-2026

Races at Kootingal Public Pool.

The race director for each race is a position approved by the club committee. This person does not work in isolation and has the support of a time keeper and a committee member. These positions are rotated to allow exposure to the different demands placed on the members. All the committee members are members of Triathlon Australia.

Weather Events:

The policy of the club is that racing is permissible in light rain and overcast conditions. If there is lightning or severe winds then a decision will be made by the race director and support staff as to whether the race should proceed or be cancelled. If adverse weather events happen during the race and the race is cancelled then marshals will be notified and athletes informed on course. Marshals and race director and support team will arrange for athlete retrieval if necessary.

Medical emergency:

At every race we have a trained senior first aider and a lifesaver. At the pool we have a defibrillator and the life guard is trained in its use. Marshalls on the bike course all have working mobile phones and are in contact with the marshal co-ordinator who contacts the race director if necessary. In the event of a medical emergency first aid is administered and an ambulance is called if deemed necessary.

Race Briefing:

Prior to the race an assessment of the entire course is made to check for hazards and these are removed or highlighted to be avoided and mentioned in the race briefing. The briefing is conducted by the race director using a microphone to ensure he is heard. The course is explained in detail and there is time left over to allow for questions. If there are any hazards these are highlighted at the registration desk as well. Athletes who have not raced before are taken aside and given extra tuition on the course and how to navigate it and tips on how to race in a triathlon.

The Swim:

The swim is held in a 25m pool with lane ropes. Athletes are informed that tumble turns are not permitted and if need they are split in to waves to avoid crowding. The main race involves a staggered or handicap start to the race which negates the need for waves as there is no overcrowding. There is a council trained lifeguard who has access to flotation devices and is trained in the use of the defibrillator. At sign on athletes especially the younger ones are questioned on their swimming ability. If this is marginal parents and/or responsible adults are encouraged to assist the child in the pool.

Transition One:

As the athletes exit the pool they run approximately 20m to the bike stands. This area is marked with cones. The bike exit is clearly marked. They have to cross a small road to start on the bike course. There is a marshal at this bike crossing who has the power to stop the athletes to prevent a traffic accident. Once the athletes push their bike across the road they are then allowed to mount up and proceed on the race. This area is slightly downhill to facilitate push off and to prevent any bike falls due to the bike stopping.

Bike Course:

The bike course is clearly marked both on the triathlon club's website and along the actual course. The marshals place yellow warning signs along the edge of the road approximately every 200m and at road junctions as per the Tamworth Regional Council's traffic management committee's instruction. At every major intersection on the bike course there is a marshal in a high visibility vest and a red flag. They are instructed to stop the athletes if a traffic incident is likely and to ensure they appear to be racing in a safe and healthy manner. If they are deemed to be riding unsafely in an unhealthy manner the marshals have the power to instruct the athlete accordingly and report this to the marshal director. This is then passed on to the race director and dealt with appropriately. Once the athletes finish the bike leg the dismount is slightly uphill to facilitate a slowing and then the stop to ensure they do not overshoot the bike entrance or fall off their bike due to excess speed. There is a marshal at the bike entrance to ensure Triathlon rules are adhered to and for safety in the transition area.

Transition Two:

Athletes are instructed to rack their bikes before removing their helmets as per the Triathlon Australian rules. Once they have their running shoes on they are guided out of transition by a path marked by cones. This is assessed prior for hazards which are removed and highlighted in the briefing. Immediately exiting the transition area the athlete pass the time keeper who ensures they run down the correct path and makes an assessment on the health of the athlete. If they are in distress first aid is administered and medical assistance is called if required.

Run Course:

The run course starts on a cement path to minimise trip hazards while the athletes become accustomed to running after the bike. There is a drink station in the first 50m to ensure the athletes stay hydrated. The course is an out and back course and is relatively flat. The majority of the course is in view of the race director to ensure the safety of the athletes. It is 500m to the turn around post and 500m back. Part of the run is on a wide gravel road and some grass. The course is marked with cones to make sure the athletes stay on the course. The drink station is at the 1km point in the run and is at the next 1km as they run past it every kilometre. At the finish line athletes are assessed as the finish to ensure they have completed the race in a safe and healthy manner. Water is available at the finish and the pool is available for our morning and afternoon races to cool off in afterwards.

Further Items for consideration:

We conduct training sessions throughout the season to increase the skill set of the athletes.

We hold a handicap race with fairly short distances (200m swim 10km ride, 2krun) to encourage beginners and to allow the 'back of the pack type' athletes a time to shine.

We ensure conflict resolution is handled quietly and diplomatically to ensure friendliness and cohesiveness of the club.

All new participants are greeted and encouraged and followed up to try to build numbers and to make them feel welcome. We find this has helped some people who suffer from mental health issues.

This risk management plan is assessed every year and is also modified when incidents occur that require further consideration.

TAMWORTH TRIATHLON SUMMER SERIES

2025/2026 EVENT PLAN



TAMWORTH TRIATHLON CLUB



Tamworth Triathlon Club

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Tamworth Triathlon Club

RISK ASSESSMENT MATRIX

The Tamworth Triathlon Club Summer Series is a not-for-profit community events are wholly organised by volunteers in the Tamworth Triathlon Club. The information provided in this document provides hazards and controls that are typical of the events. It is a dynamic document that will be updated and amended as required.

This assessment covers the following events:

- 1. Duathlons
- 2. Triathlons

RISK ASSESSMENT			
Name of Event: Tamworth Triathlons		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: 11/10/2025 to 28/3/2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: Kootingal pool and route streets		Race Director: Variable	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
Fallen trees or flooding across management trails on the course that make the trail unpassable for competitors and/or safety vehicles.	4	There is a pre-event check of the course done and rangers advised of fallen trees. Re-routing of the course may be done.	Tamworth Triathlon Club Committee / Volunteers
Sections of the courses with wet, slippery or stony surfaces that may cause a fall if competitors are not alerted.	6	These are avoided where possible in route design, or may be safe to run uphill but not downhill. Competitors are counselled to wear appropriate running shoes with good grip and to slow down and take care on such sections, which normally represent only quite short segments of the overall course.	Tamworth Triathlon Club Committee / Volunteers
Any road crossing.	8	In course design under-passes of major roads or use of footpaths are used where possible; If a road crossing is used, it is located at a crossing point with high visibility for both vehicles and competitors, and appropriately sign posted and marshalled.	Tamworth Triathlon Club Committee / Volunteers

Tamworth Triathlon Club

RISK ASSESSMENT

Name of Event: Tamworth Triathlons		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: 11/10/2025 to 28/3/2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: Kootingal pool and route streets		Race Director: Variable	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
on road course	8	Roads are closed for the duration of the event until all participants are clear of the course. A sweeper checks the course before roads are re-opened.	Tamworth Triathlon Club Committee / Volunteers
Very high winds, lightning or other severe weather.	4	The event may be cancelled / rescheduled in such conditions.	Tamworth Triathlon Club Committee / Volunteers
Heat stress and dehydration in hot weather.	6	Drink stations provided throughout the course. Events held at cool times of the day. Pre-entrants warned of forecast warm weather. Water and food available at the start and finish line.	Tamworth Triathlon Club Committee / Volunteers
Minor injuries (usually only abrasions) from tripping or falling over.	6	Competitors warned of any hazardous sections of the course to take care on. First aid provided.	Tamworth Triathlon Club Committee / Volunteers
Collapse or major injury.	8	If occurring on the course, fellow competitors will stay with the afflicted participant and alert course officials who will ring 000; alternately a competitor running with a mobile phone with reception may call 000.	Tamworth Triathlon Club Committee / Volunteers
Competitor going off course and not returning within a reasonable amount of time (30 minutes slower than expected).	4	This rarely happens. Courses are very well sign posted with signs at all track junctions and along the course where the trail may not be clear. There is a lead bicycle to check signs are in place and a sweep at the tail of the field. If a competitor does not return, other participants and the course officials are questioned to establish where the missing person was last seen and whether the missing person is only overdue because he or she has decided to stop and walk. A search is then undertaken.	Tamworth Triathlon Club Committee / Volunteers

Tamworth Triathlon Club			
RISK ASSESSMENT			
Name of Event: Tamworth Triathlons		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: 11/10/2025 to 28/3/2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: Kootingal pool and route streets		Race Director: Variable	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
Collision with a vehicle or bicycle at a road crossing or on road segment of the course.	4	Course warning signage and road closed signs for vehicles and a fluoro-vested marshal who directs / stops competitors from crossing the road if there is any danger. Competitors are reminded of their responsibility to obey the marshal in the pre-start briefing.	Tamworth Triathlon Club Committee / Volunteers
Damage to the environment	2	<ul style="list-style-type: none">• corflute signs used, not paint;• all signage removed immediately afterwards;• all drink station rubbish removed;• a check that no rubbish has been left on the course;• pre-event course check by the event organisers to identify any hazards (eg. trees fallen on management course, slippery or rocky or wet sections that participants should be warned about as potential hazards);• portaloos provided as required;• contact with Council during the week before the event to check on any hazards, discuss weather if it may be an issue, and confirm parking arrangements and access as required.	Tamworth Triathlon Club Committee / Volunteers
COVID		<ul style="list-style-type: none">• check Health Orders at time of event COVID safe plan in place COVID safe measures in place – sanitiser, marshals, social distancing etc	Tamworth Triathlon Club Committee / Volunteers
LIKELIHOOD			
RISK RANKING MATRIX			

Tamworth Triathlon Club					
HIGH	5	10	15	20	25
SIGNIFICANT	4	8	12	16	20
MODERATE	3	6	6	12	15
LOW	2	4	6	8	10
NEGLIGIBLE	1	2	3	4	5
CONSEQUENCE	NEGLIGIBLE	LOW	MODERATE	MAJOR	CATASTROPHIC

LIKELIHOOD DEFINITIONS	
A high likelihood	<ul style="list-style-type: none">It is expected to occur in most circumstancesThere is a strong likelihood of the hazards reoccurring
A significant likelihood	<ul style="list-style-type: none">Similar hazards have been recorded on a regular basisConsidered that it is likely that the hazard could occur
A moderate likelihood	<ul style="list-style-type: none">Incidents or hazards have occurred infrequently in the past
A low likelihood	<ul style="list-style-type: none">Very few known incidents of occurrenceHas not occurred yet, but it could occur sometime
A negligible likelihood	<ul style="list-style-type: none">No known or recorded incidents of occurrenceRemote chance, may only occur in exceptional circumstance

CONSEQUENCE DEFINITIONS

Tamworth Triathlon Club	
Catastrophic	<ul style="list-style-type: none">• Multiple of single death• Costs to Event of up to \$5 million• International and National Media outrage
Major	<ul style="list-style-type: none">• Serious health impacts on multiple or single persons or permanent disability.• Costs to Event between \$2.5 – \$5 million• National media outrage
Moderate	<ul style="list-style-type: none">• More than 10 days rehabilitation required for injured persons• Costs to Event between \$200,000 and \$2.5 million• Local media and community concern
Low	<ul style="list-style-type: none">• Injury to person resulting in lost time and claims• Costs to Event between \$50,000 and \$200,000• Minor isolated concerns raised by stakeholders, customers
Negligible	<ul style="list-style-type: none">• Persons requiring first aid• Costs to Event up to \$50,000• Minimum impact to reputation

CONTACTS

Greg Poetschka: 0429 784 002
Richard Squires: 0435 069 378
Warren Ansell: 02 67663911

Email: info@tamworthtriclub.org.au

or you can contact us using the details below or our online form.
PO BOX 1121 Tamworth NSW 2340

Tamworth Triathlon Club

2025/2026 RACE SCHEDULE

Race Number	Saturday Races	Sunday Races	Other Events
2025 October	11th Hcap, Sign up	Duathlon	Pool opens 14/10
October	25th Hcap		
November	8th Hcap	LADIES , Finish Lines	RACE, Not Time
November	29th Hcap November	23 Nov Sun N/England Interclub , Race Scone	
December	7th Sunday Long course		300Sw, 10kmride, 2km run
December	20th Hcap xmas party	Xmas party	Triple Threat
2026 January	10th Hcap	1st Feb Sunday February Long Course.	7thFeb SW Rocks
February	14/2 Tam H/Cap InterClub 15/2 aArmidale	??rd Feb Husky	All Schools
February	28th Hcap		
March	14th HCap		16/3 Lake Maq
March	28th HCap		
FORSTER	ClubChamps	21 Feb 2026	Forster

Event Details:

Tamworth Triathlon Club Summer Triathlons and duathlons comprise of a swim at Kootingal pool, bike ride on footpath (children only) and on local road, and a run on footpaths.

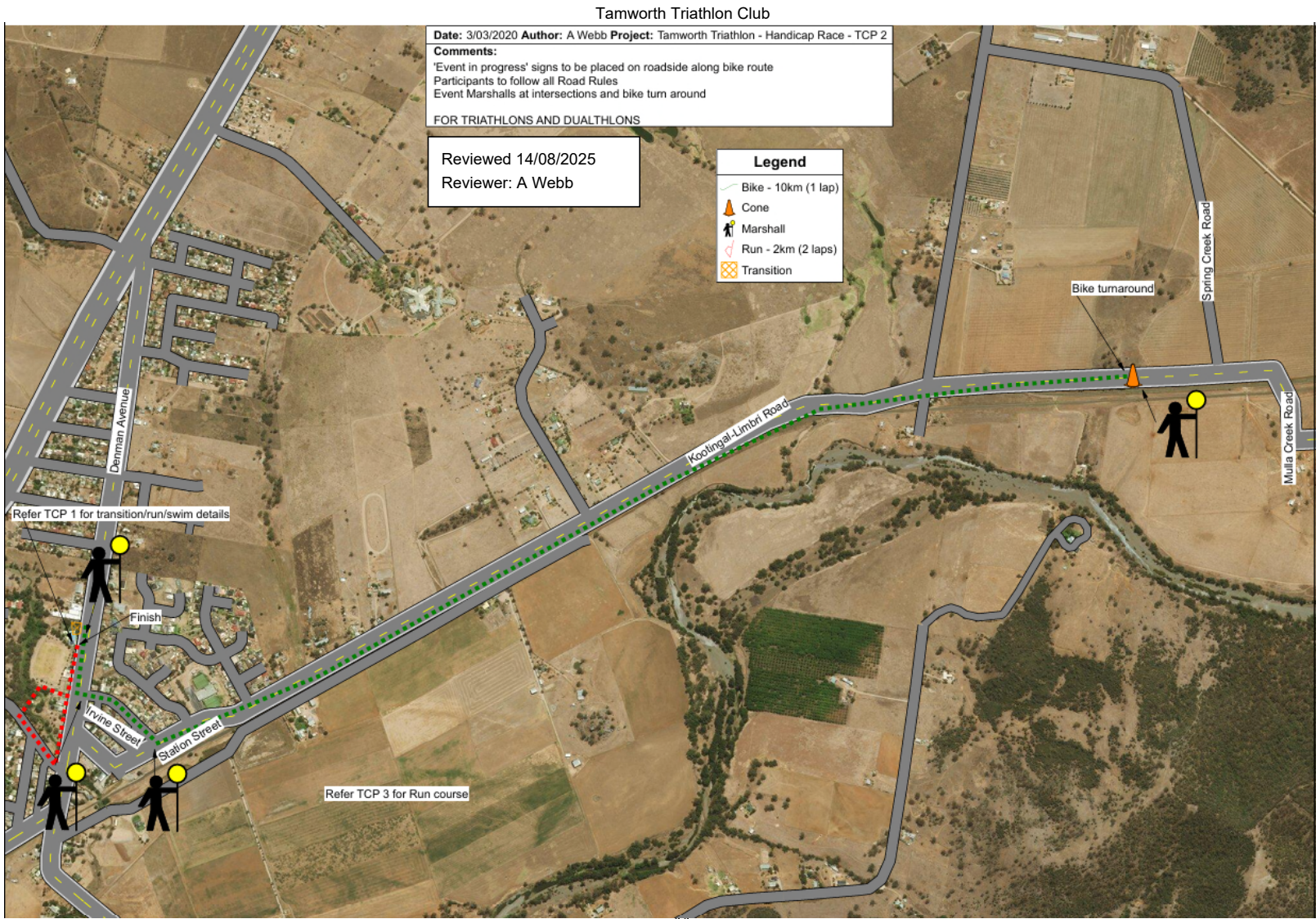
Tamworth Triathlon Club

Swim - Kootingal Pool , Bike - Denman Avenue, Irvine St, Sttion St, Kootingal -Limbri Road return, Run - footpaths on Denman Ave and Chelmsford Street
Hillvue Duathlon Alternate route plan attached incase of event clash in kootingal
Approximate number of persons involved*- required 150
Assembly place (address)*- required Kootingal War Memorial Pool, Denman Ave
Assembly time (hh:mm AM/PM)*- required Saturdays 4pm / Sundays 6am
Procession start time (hh:mm AM/PM)*- required Saturdays 5:15pm race start / Sundays 7am race start
Assembly/Procession dispersal time (hh:mm AM/PM)* Saturdays 7pm race end / Sundays 10am race end
KIDS RACES 5.15pm ENTICER 5.30PM HANDICAP RACE 6PM

RACE ROUTE PLANS

Tamworth Triathlon Club

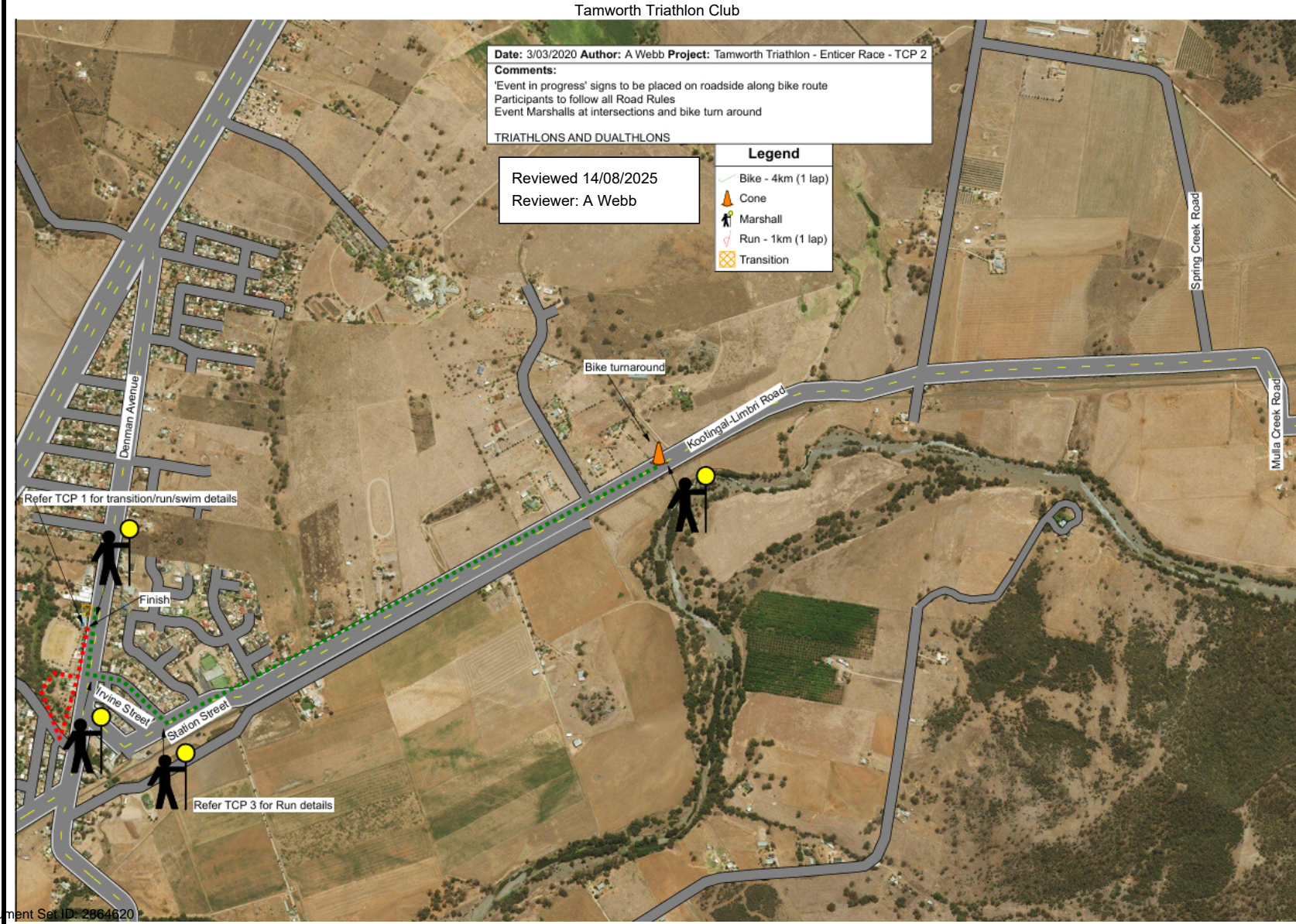






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V-Insurance Group Pty Ltd
(AR No 432898) is an
Authorised Representative of
Willis Australia
ABN 90 000 321 237 AFSL No 240600
Level 17 123 Pitt Street, Sydney NSW 2000
Phone: 1300 172 321
Email: sports@vinsurancegroup.com

24 June 2025

To Whom It May Concern

CERTIFICATE OF INSURANCE

In our capacity as Insurance Broker to the Named Insured shown below, we confirm having arranged the following insurance, the details of which are correct as at the Issue Date:

Named Insured: AusTriathlon including all Affiliated Organisations including State and Territory Association, Affiliated Club, Officials, Accredited Coaches, Voluntary Workers, Members (including professional license holders), executives, and Race Directors and Event Organisers

Affiliated Club: Tamworth Triathlon Club

Class of Insurance: Primary Public and Products Liability

Insurer(s): HDI Global SE Australia

Policy Number: 502617

Limit of Liability:

Public Liability	\$20,000,000 any one occurrence
Products Liability:	\$20,000,000 any one occurrence and in the aggregate
Professional Liability:	\$20,000,000 any one occurrence and in the aggregate

Territorial Limits: Worldwide

Policy Period: 4.00pm, 30 June 2025 to 4pm, 30 June 2026

Interested Party/ies: Tamworth Regional Council
NSW Police

Noting the above as an interested party but limited to indemnity for the Personal Injury and/or Property Damage which arises solely as a result of the negligence by the named insured. This indemnity will not apply where the interested party is held or alleged to have its own independent liability arising from its own negligence, breach of contract, breach of any statute, or other act/omission. The indemnity provided is subject to the conditions, limits and exclusions of the policy.

For full details regarding coverage, please refer to the policy documentation.

In all instances, cover afforded is subject to the policy terms, conditions and exclusions. Any queries concerning this insurance arrangement should be addressed to this office.

Yours sincerely,

Rob Veale
Managing Director

Disclaimer:

This document has been prepared at the request of our client and does not represent an insurance policy, guarantee or warranty and cannot be relied upon as such. All coverage described is subject to the terms, conditions and limitations of the insurance policy and is issued as a matter of record only. This document does not alter or extend the coverage provided or assume continuity beyond the Expiry Date. It does not confer any rights under the insurance policy to any party. V-Insurance Group is under no obligation to inform any party if the insurance policy is cancelled, assigned or changed after the Issue Date.

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TAMWORTH RUNNING FESTIVAL

2 AUGUST 2026 EVENT PLAN



tamworthrunningfestival.org.au
TAMWORTH TRIATHLON CLUB



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CONTACTS

For any inquiries feel free to contact any of the below-listed people:

Greg Poetschka: 0429 784 002

Richard Squires: 0435 069 378

Warren Ansell: 02 67663911

Email: info@tamworthtriclub.org.au

or you can contact us using the details below or our online form.

PO BOX 1121 Tamworth NSW 2340

RACES & INFORMATION

Dash for Cash

Early Bird Fee	Late Fee	Start Time	
TBC	TBC	11am	REGISTER AND PAY ON THE DAY!

My First Fun Run

Early Bird Fee	Late Fee	Start Time	
Free Entry	Free Entry	9:40am	Open to children aged 0 to 12 years old. Rock up and run!

5km Fun Run

Early Bird Fee	Late Fee	Start Time	
\$30.00 – Adult	\$15.00 – Child	\$35.00 – Adult	\$20.00 – Child 10am
Late entries available with bib pick up between 10am and 1pm, Saturday 3rd August at Tamworth Shopping World.			

6km Walk

Early Bird Fee	Late Fee	Start Time	
\$5.00	\$5.00	9:15am	REGISTER AND PAY ON THE DAY!

Tamworth 10

Early Bird Fee	Late Fee	Start Time	
\$35.00 – Adult	\$20.00 – Child	\$45.00 – Adult	\$25.00 – Child 9am
Late entries available with bib pick up between 10am and 1pm, Saturday 3rd August at Tamworth Shopping World.			

Half Marathon

Early Bird Fee	Late Fee	Start Time	
\$60.00	\$70.00	7am	
Late entries available with bib pick up between 10am and 1pm, Saturday 3rd August at Tamworth Shopping World.			

Marathon

Early Bird Fee	Late Fee	Start Time	
\$110.00 – Adult	\$135.00 – Adult	7am	Late entries available with bib pick up between 10am and 1pm, Saturday 3rd August at Tamworth Shopping World.

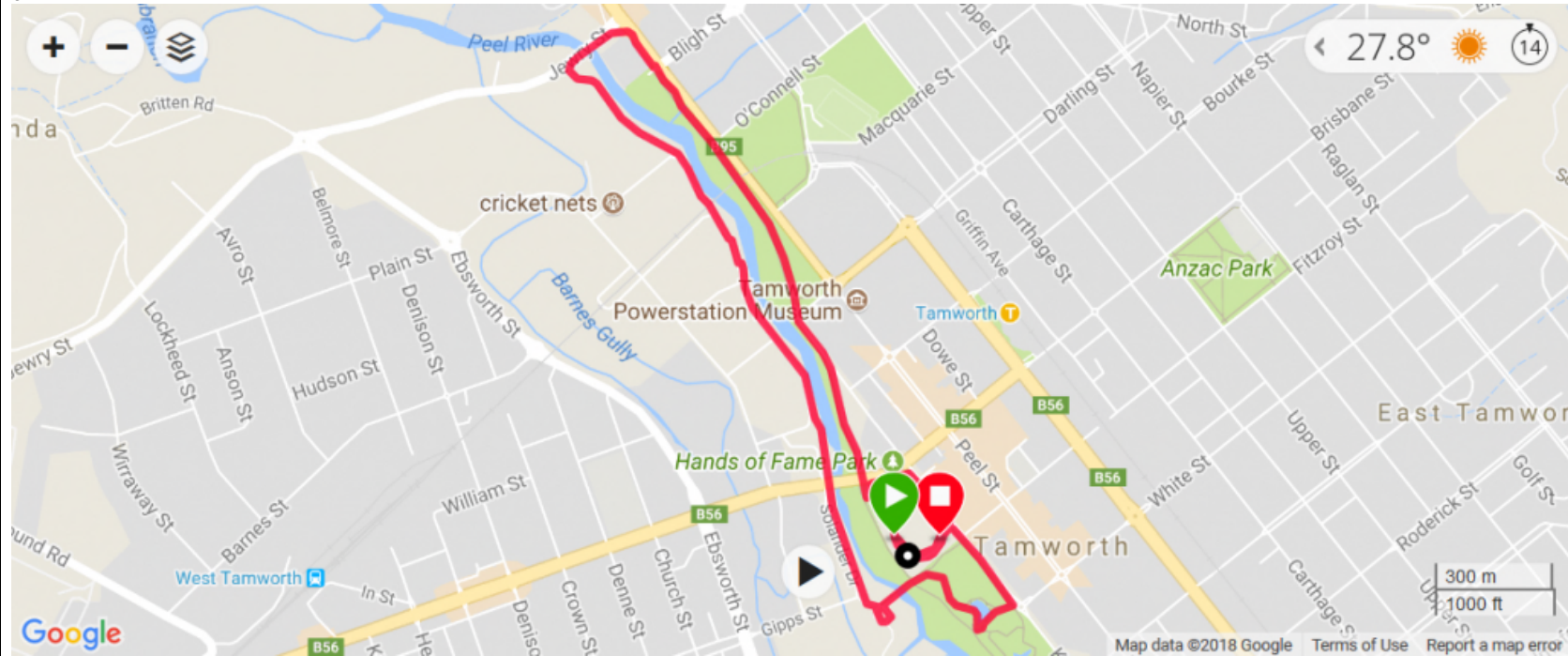
* All prices will be subject to a booking fee applied at the time of registration

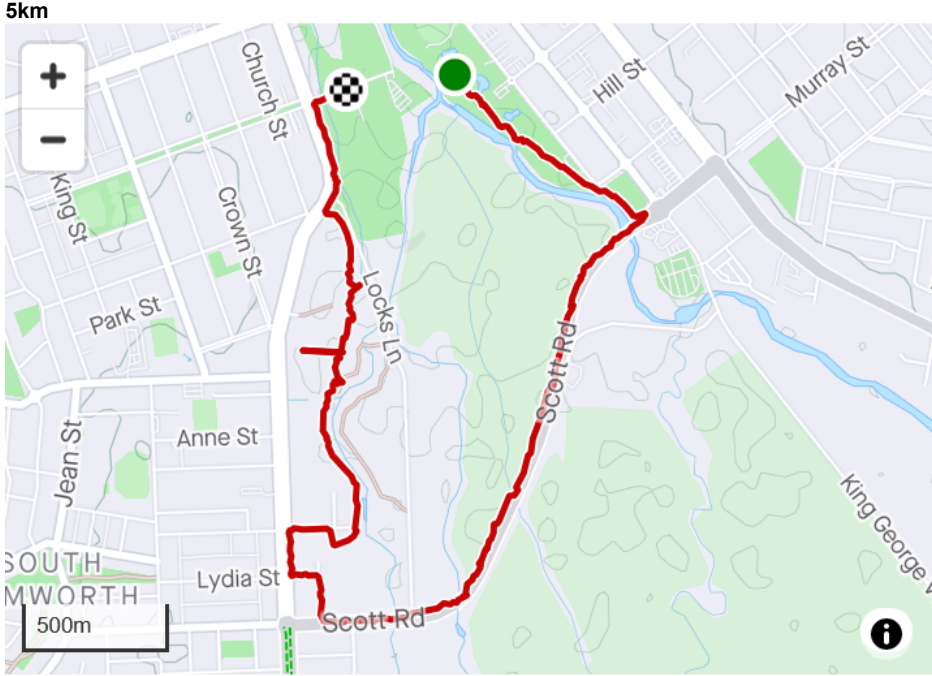
RACE ROUTES

Dash for Cash -No 1 Oval

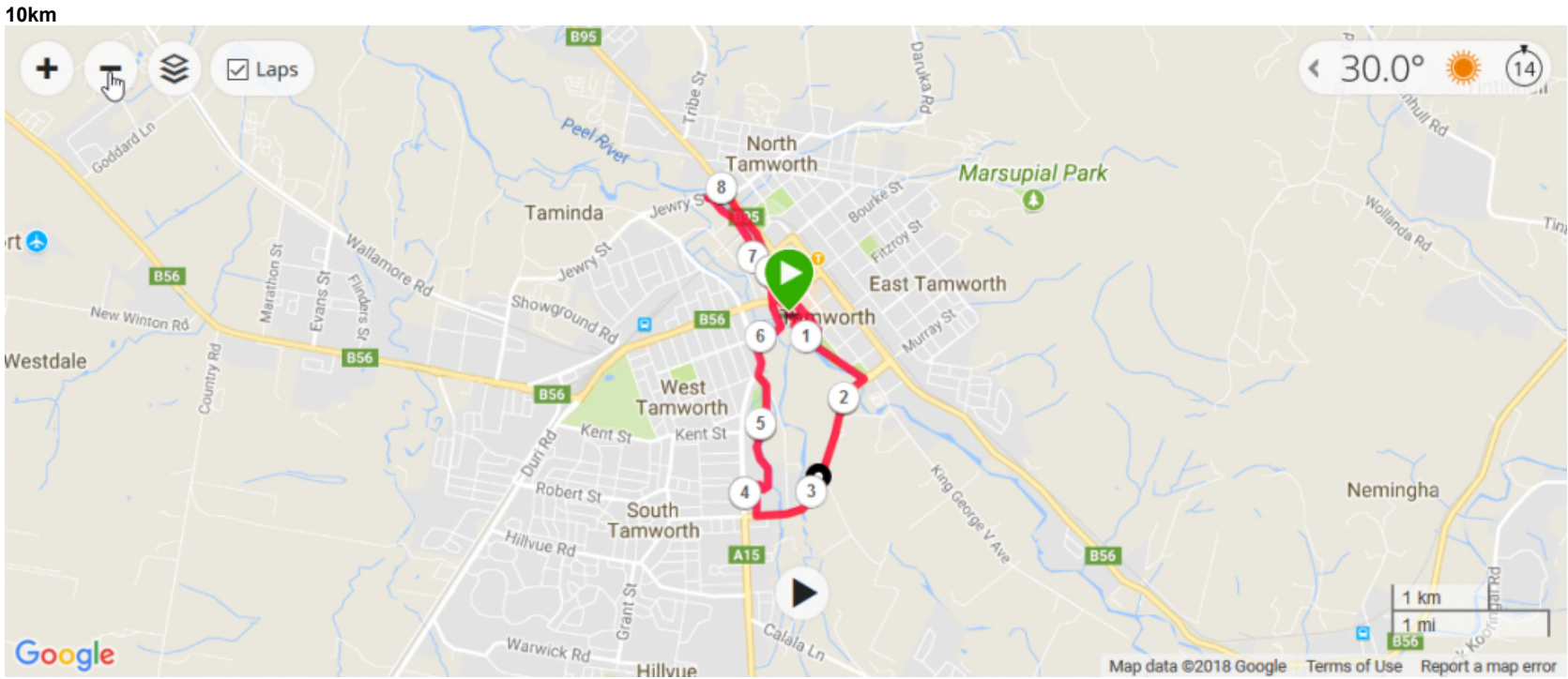
My First Fun run – No 1 Oval

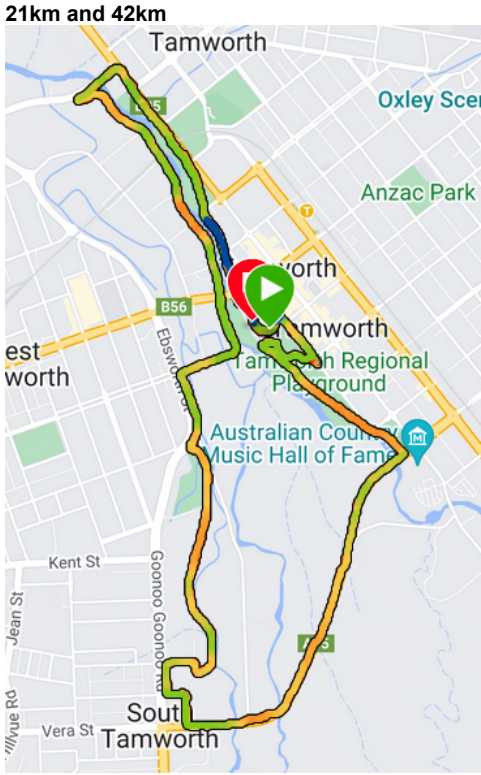
5km





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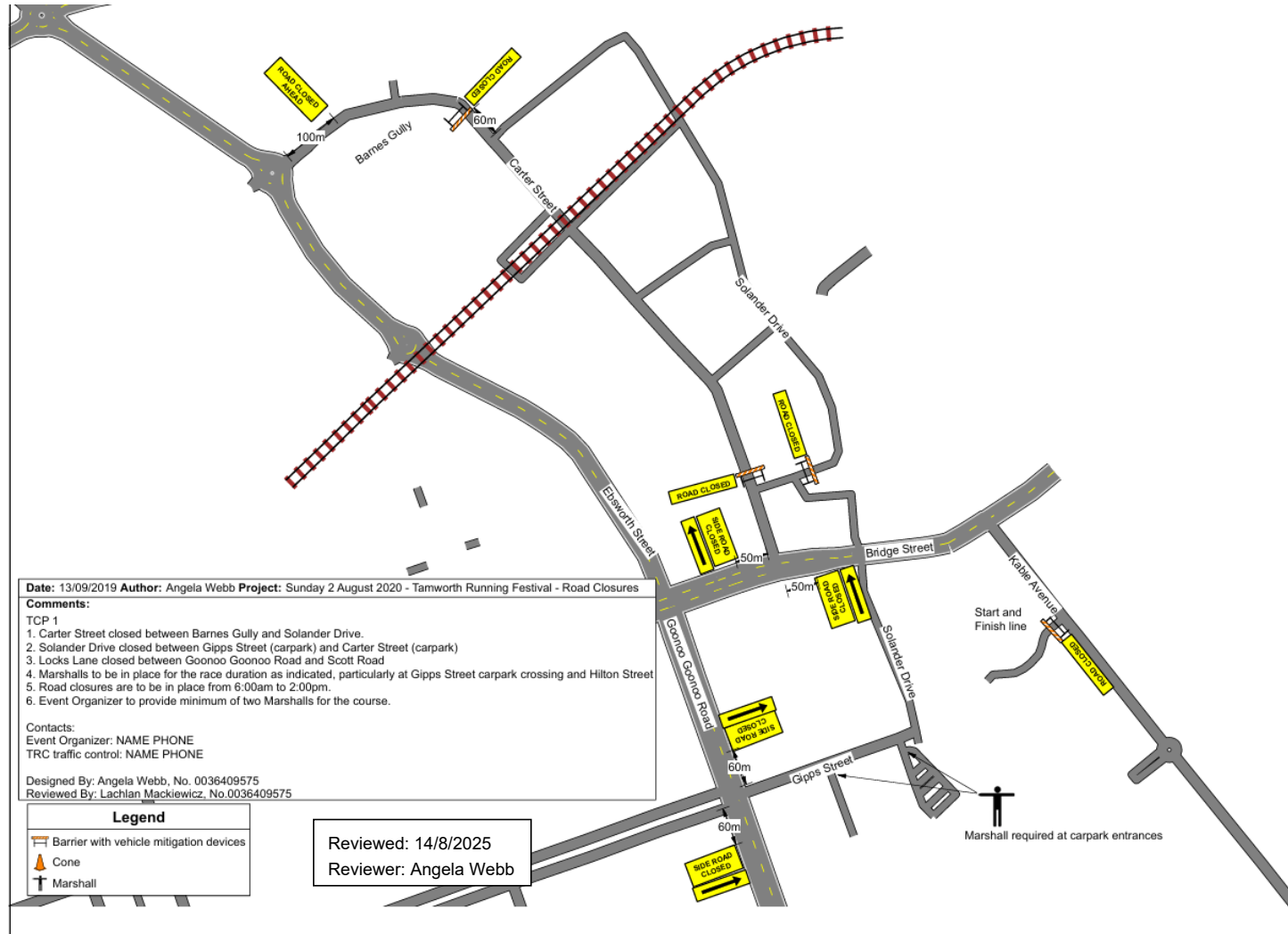


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SITE PLAN



TRAFFIC GUIDANCE SCHEME PLANS



Date: 13/9	Comment
TCP 2	
1. Carter S	
2. Solande	
3. Locat L	
4. Marcal	
5. Roach	
6. Eves O	
Copy to:	
Event type:	
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Version:	
Delivered:	
Received:	
Set ID: 2864582	
Session: 1	

Reviewed: 14/8/2025
Reviewer: Angela Webb

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Tamworth Running Festival 2026 - RISK ASSESSMENT

The Tamworth Running Festival is a not-for-profit community events are wholly organised by volunteers in the Tamworth Triathlon Club. The information provided in this document provides hazards and controls that are typical of the event. It is a dynamic document that will be updated and amended as required.

This assessment covers the following events within the Festival:

1. Half Marathon (21.9km) – road closure of Carter Street, Solander Drive at Riverside, Locks Lane, No.1 Oval access road;
2. Tamworth Ten (10km) – road closure of Carter Street, Solander Drive at Riverside, Locks Lane, No.1 Oval access road;
3. Fun 5 (5km) – off road;
4. Community Walk (4km) – off road;
5. Dash for Cash (various) – off road; and
6. Marathon – 43km – road closure of Carter Street, Solander Drive at Riverside, Locks Lane, No.1 Oval access road;

RISK ASSESSMENT TEMPLATE			
Name of Event: Tamworth Running Festival		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: Sunday 2 August 2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: No1 Oval and route streets, Tamworth		Site Supervisor: TBC	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
Fallen trees or flooding across management trails on the course that make the trail unpassable for competitors and/or safety vehicles.	4	There is a pre-event check of the course done and rangers advised of fallen trees. Re-routing of the course may be done.	Tamworth Triathlon Club Committee / Volunteers
Flooding of course route	8	Heavy rainfall or upstream water release may cause flash flooding or waterlogging along the running path, making it unsafe or impassable. - Pre-event inspection: Conduct a site walk 24–48 hours before the event to assess water levels and ground conditions. - Contingency planning: Prepare alternate routes or postponement protocols. - Stakeholder coordination: Liaise with local council, SES, and emergency services for flood alerts and support.	Tamworth Triathlon Club Committee / Volunteers - Monitor weather forecasts and river levels in real time - Develop a flood-specific emergency response plan - Train staff and volunteers on evacuation procedures - Communicate flood risks and contingency plans to participants

RISK ASSESSMENT TEMPLATE			
Name of Event: Tamworth Running Festival		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: Sunday 2 August 2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: No1 Oval and route streets, Tamworth		Site Supervisor: TBC	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
		- Insurance review: Ensure event insurance covers natural hazard disruptions.	
Flood - Reduced visibility and slippery surfaces	6	Flood conditions can lead to poor visibility, muddy terrain, and increased risk of slips, trips, and falls. - Pre-event inspection: Conduct a site walk 24–48 hours before the event to assess water levels and ground conditions. - Contingency planning: Prepare alternate routes or postponement protocols. - Stakeholder coordination: Liaise with local council, SES, and emergency services for flood alerts and support. - Insurance review: Ensure event insurance covers natural hazard disruptions.	Tamworth Triathlon Club Committee / Volunteers - Monitor weather forecasts and river levels in real time - Develop a flood-specific emergency response plan - Train staff and volunteers on evacuation procedures - Communicate flood risks and contingency plans to participants Relocate the event to a venue with better drainage or higher elevation.
Access disruption	8	- Pre-event inspection: Conduct a site walk 24–48 hours before the event to assess water levels and ground conditions. - Contingency planning: Prepare alternate routes or postponement protocols. - Stakeholder coordination: Liaise with local council, SES, and emergency services for flood alerts and support. - Insurance review: Ensure event insurance covers natural hazard disruptions.	Tamworth Triathlon Club Committee / Volunteers - Monitor weather forecasts and river levels in real time - Develop a flood-specific emergency response plan - Train staff and volunteers on evacuation procedures - Communicate flood risks and contingency plans to participants Relocate the event to a venue with better drainage or higher elevation.
Contamination risk	8	Floodwaters may carry debris, pollutants, or sewage, posing health risks to participants. - Pre-event inspection: Conduct a site walk 24–48 hours before the event to assess water levels and ground conditions. - Contingency planning: Prepare alternate routes or postponement protocols.	Tamworth Triathlon Club Committee / Volunteers - Monitor weather forecasts and river levels in real time - Develop a flood-specific emergency response plan - Train staff and volunteers on evacuation procedures - Communicate flood risks and contingency plans to participants Relocate the event to a venue with better drainage or higher elevation.

RISK ASSESSMENT TEMPATE			
Name of Event: Tamworth Running Festival		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: Sunday 2 August 2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: No1 Oval and route streets, Tamworth		Site Supervisor: TBC	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
		- Stakeholder coordination: Liaise with local council, SES, and emergency services for flood alerts and support. - Insurance review: Ensure event insurance covers natural hazard disruptions.	
Sections of the courses with wet, slippery or stony surfaces that may cause a fall if competitors are not alerted.	6	These are avoided where possible in route design, or may be safe to run uphill but not downhill. Competitors are counselled to wear appropriate running shoes with good grip and to slow down and take care on such sections, which normally represent only quite short segments of the overall course.	Tamworth Triathlon Club Committee / Volunteers
Any road crossing.	8	In course design under-passes of major roads or use of footpaths are used where possible; If a road crossing is used, it is located at a crossing point with high visibility for both vehicles and competitors, and appropriately sign posted and marshalled.	Tamworth Triathlon Club Committee / Volunteers
on road course	8	Roads are closed for the duration of the event until all participants are clear of the course. A sweeper checks the course before roads are re-opened.	Tamworth Triathlon Club Committee / Volunteers
Very high winds, lightning or other severe weather.	4	The event may be cancelled / rescheduled in such conditions.	Tamworth Triathlon Club Committee / Volunteers
Heat stress and dehydration in hot weather.	6	Drink stations provided throughout the course. Events held at cool times of the day. Pre-entrants warned of forecast warm weather. Water and food available at the start and finish line.	Tamworth Triathlon Club Committee / Volunteers

RISK ASSESSMENT TEMPLATE			
Name of Event: Tamworth Running Festival		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: Sunday 2 August 2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: No1 Oval and route streets, Tamworth		Site Supervisor: TBC	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
Minor injuries (usually only abrasions) from tripping or falling over.	6	Competitors warned of any hazardous sections of the course to take care on. First aid provided.	Tamworth Triathlon Club Committee / Volunteers
Collapse or major injury.	8	If occurring on the course, fellow competitors will stay with the afflicted participant and alert course officials who will ring 000; alternately a competitor running with a mobile phone with reception may call 000.	Tamworth Triathlon Club Committee / Volunteers
Competitor going off course and not returning within a reasonable amount of time (30 minutes slower than expected).	4	This rarely happens. Courses are very well sign posted with signs at all track junctions and along the course where the trail may not be clear. There is a lead bicycle to check signs are in place and a sweep at the tail of the field. If a competitor does not return, other participants and the course officials are questioned to establish where the missing person was last seen and whether the missing person is only overdue because he or she has decided to stop and walk. A search is then undertaken.	Tamworth Triathlon Club Committee / Volunteers
Collision with a vehicle or bicycle at a road crossing or on road segment of the course.	4	Course warning signage and road closed signs for vehicles and a fluoro-vested marshal who directs / stops competitors from crossing the road if there is any danger. Competitors are reminded of their responsibility to obey the marshal in the pre-start briefing.	Tamworth Triathlon Club Committee / Volunteers
Damage to the environment	2	<ul style="list-style-type: none"> • corflute signs used, not paint; • all signage removed immediately afterwards; • all drink station rubbish removed; • a check that no rubbish has been left on the course; • pre-event course check by the event 	Tamworth Triathlon Club Committee / Volunteers

RISK ASSESSMENT TEMPATE			
Name of Event: Tamworth Running Festival		Risk Management Team:	Tamworth Triathlon Club Committee
Date of Event: Sunday 2 August 2026		Site Supervisor: Bump in and Bump out	Tamworth Triathlon Club Committee
Location of Event: No1 Oval and route streets, Tamworth		Site Supervisor: TBC	Tamworth Triathlon Club Committee
Hazards	Risk rank	Control / Actions	Responsibility
		organisers to identify any hazards (eg. trees fallen on management course, slippery or rocky or wet sections that participants should be warned about as potential hazards); <ul style="list-style-type: none"> portaloo provided as required; contact with Council during the week before the event to check on any hazards, discuss weather if it may be an issue, and confirm parking arrangements and access as required. 	
COVID		<ul style="list-style-type: none"> check Health Orders at time of event COVID safe plan in place COVID safe measures in place – sanitiser, marshals, social distancing etc	Tamworth Triathlon Club Committee / Volunteers

LIKELIHOOD	RISK RANKING MATRIX				
HIGH	5	10	15	20	25
SIGNIFICANT	4	8	12	16	20
MODERATE	3	6	6	12	15
LOW	2	4	6	8	10
NEGLIGIBLE	1	2	3	4	5
CONSEQUENCE	NEGLIGIBLE	LOW	MODERATE	MAJOR	CATASTROPHIC

LIKELIHOOD DEFINITIONS

A **high** likelihood

- It is expected to occur in most circumstances
- There is a strong likelihood of the hazards reoccurring

A **significant** likelihood

- Similar hazards have been recorded on a regular basis
- Considered that it is likely that the hazard could occur

A **moderate** likelihood

- Incidents or hazards have occurred infrequently in the past

A **low** likelihood

- Very few known incidents of occurrence
- Has not occurred yet, but it could occur sometime

A **negligible** likelihood

- No known or recorded incidents of occurrence
- Remote chance, may only occur in exceptional circumstance

CONSEQUENCE DEFINITIONS

Catastrophic

- Multiple of single death
- Costs to Event of up to \$5 million
- International and National Media outrage

Major

- Serious health impacts on multiple or single persons or permanent disability.
- Costs to Event between \$2.5 – \$5 million
- National media outrage

Moderate

- More than 10 days rehabilitation required for injured persons
- Costs to Event between \$200,000 and \$2.5 million
- Local media and community concern

Low

- Injury to person resulting in lost time and claims
- Costs to Event between \$50,000 and \$200,000
- Minor isolated concerns raised by stakeholders, customers

Negligible

- Persons requiring first aid
- Costs to Event up to \$50,000
- Minimum impact to reputation



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24 June 2025

To Whom It May Concern

CERTIFICATE OF INSURANCE

In our capacity as Insurance Broker to the Named Insured shown below, we confirm having arranged the following insurance, the details of which are correct as at the Issue Date:

Named Insured: AusTriathlon including all Affiliated Organisations including State and Territory Association, Affiliated Club, Officials, Accredited Coaches, Voluntary Workers, Members (including professional license holders), executives, and Race Directors and Event Organisers

Affiliated Club: Tamworth Triathlon Club

Class of Insurance: Primary Public and Products Liability

Insurer(s): HDI Global SE Australia

Policy Number: 502617

Limit of Liability:

Public Liability	\$20,000,000 any one occurrence
Products Liability:	\$20,000,000 any one occurrence and in the aggregate
Professional Liability:	\$20,000,000 any one occurrence and in the aggregate

Territorial Limits: Worldwide

Policy Period: 4.00pm, 30 June 2025 to 4pm, 30 June 2026

Interested Party/ies: Tamworth Regional Council
NSW Police

Noting the above as an interested party but limited to indemnity for the Personal Injury and/or Property Damage which arises solely as a result of the negligence by the named insured. This indemnity will not apply where the interested party is held or alleged to have its own independent liability arising from its own negligence, breach of contract, breach of any statute, or other act/omission. The indemnity provided is subject to the conditions, limits and exclusions of the policy.

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In all instances, cover afforded is subject to the policy terms, conditions and exclusions. Any queries concerning this insurance arrangement should be addressed to this office.

Yours sincerely,

Rob Veale
Managing Director

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Tamworth Regional Council
Ordinary Meeting – 05 August 2025

**10.2 TAMWORTH REGIONAL PRECINCT ADVISORY COMMITTEES - REVISED TERMS
OF REFERENCE AND OPERATIONAL ARRANGEMENTS**

DIRECTORATE: LIVEABLE COMMUNITIES
AUTHOR: Gina Vereker, Director Liveable Communities
Reference: Item 10.2 to Ordinary Council 29 April 2025 - Minute No
98/25

2 ANNEXURES ATTACHED

RECOMMENDATION

*That in relation to the report “Tamworth Regional Precinct Advisory
Committees - Revised Terms of Reference and Operational Arrangements”,
Council:*

- (i) adopts the Revised Terms of Reference for Tamworth Regional Precinct
Advisory Committees;*
- (ii) commences the process to establish the following Precinct Advisory
Committees in:*
 - Barraba;*
 - Manilla;*
 - Kootingal/Moonbi/ Bendemeer; and*
 - Nundle/ Dungowan.*
- (iii) adopts the revised boundaries and localities contained within each
precinct as indicated on the region map attached to this report; and*
- (iv) commences the Expression of Interest process to invite community
members to apply for membership of each Precinct Advisory Committee.*

SUMMARY

The purpose of this report is to respond to items (v) and (vi) of Council’s resolution of 29 April 2025, which deferred adoption of the Terms of Reference for the new Precinct Advisory Committees, pending a Councillor Workshop. In accordance with that resolution, this report recommends adoption of a revised Terms of Reference, consistent with the outcomes of the Councillor Workshop held on 3 June 2025. The report also recommends that Council commence the Expression of Interest process to invite community members to apply for membership of each Precinct Advisory Committee.

COMMENTARY

At its Meeting held on 29 April 2025, Council resolved as follows:

“That Council:

- (i) commences the process to establish the following Precinct Advisory
Committees in:*
 - Barraba;*
 - Dungowan/Nundle;*
 - Kootingal/Moonbi/Bendemeer; and*
 - Manilla;*

**Tamworth Regional Council
Ordinary Meeting – 05 August 2025**

- (ii) adopt the boundaries and localities contained within each precinct as indicated on the region map attached to this report;
- (iii) undertake a broad reaching Expression of Interest process to invite community members to apply for membership of each Precinct Advisory Committee;
- (iv) acknowledge that the required support and management of the new Precinct Advisory Committees will necessitate an additional staff resource within Council's Place Management team with the budget to be sourced from the General Fund;
- (v) workshop the Terms of Reference for Tamworth Regional Precinct Advisory Committees with the intent of achieving the best outcomes possible to allow the community to achieve its goals and aspirations; and
- (vi) request a further report to Council once the Terms of Reference have been finalised for adoption and appoint community members to the Precinct Advisory Committee."

In response to Council's resolution part (v), a Councillor Workshop was held on 3 June 2025, to enable Councillors to review and amend the draft document and the operational arrangements. The agreed changes are summarised below. Based on these changes a revised draft of the Terms of Reference has been prepared and is now presented to Council for adoption. The revised Terms of Reference is generally consistent with the governance model established in respect of Council's Special Purpose community committees and working groups.

The workshop discussion clarified Councillors' preferences in relation to the intent of the committees and what is now proposed reflects that intent, while ensuring an appropriate level of governance is applied and that all members of the community (not just committee members) are able to attend and participate in committee meetings.

Precinct Advisory Committees - Operational Matters – Proposed Changes

Purpose/Focus

- Councillors reiterated that the role of the Committees is strategic rather than operational as a number of other more appropriate avenues exist for operational matters such as the TRC App, Councillor catchups or direct to Council's Place Management team or Customer Services; and
- committee meeting agendas are to focus on strategic priorities for each precinct, including priorities listed in existing Council strategies and plans, as well as potential new/draft strategies.

Membership

- the maximum of five community members on each committee, appointed for two years was increased to eight;
- the inclusion of two youth members additional to the eight community members;
- Council staff attendance was confirmed as requiring one Place Manager with the Volunteer Services Officer being optional;
- the two Councillors on each committee to rotate the position of Chair of the committee on a quarterly basis, i.e., following each meeting;
- Councillor representation to be rotated on a biennial basis; and

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- community membership is based on a two year term with the completion of the community term to occur on alternate years to that of Councillor representatives. This will ensure a level of continuity.

Meetings

- to be held after office hours.

Locations and rotation

- the proposed five committee precincts have been combined into four precincts consisting of Barraba, Manilla, Kootingal (combined with Moonbi and Bendemeer) and Dungowan (combined with Nundle).
- meetings will be rotated within each precinct as indicated on the precinct map, see **ATTACHED**, refer **ANNEXURE 1**.

It is important to note that it is not intended that Precinct Advisory Committees will replace single purpose/facility-based committees, such as those formed for the purpose of managing a showground or sports field. Existing Section 355 Committees will also continue to operate under current arrangements, however, acknowledging the governance impost on Section 355 Committee executive members, it could be anticipated that Precinct Advisory Committees may replace some Section 355 Committees in the future.

Terms of Reference

A revised draft Terms of Reference applicable to each Precinct Advisory Committee has been prepared and is recommended for Council's adoption.

The revised draft Terms of Reference is outlined in the **ATTACHED**, refer **ANNEXURE 2**.

Should the proposed revised Terms of Reference be adopted, it is recommended that Council commence the Expression of Interest process to invite community members to apply for membership of each Precinct Advisory Committee.

(a) Policy Implications

The revised draft Terms of Reference is generally consistent with those previously adopted in relation to Council's Special Purpose Committees and Working Groups and includes matters such as governance requirements, selection criteria for community members and clarification of the maximum number of community members.

(b) Financial Implications

The Precinct Advisory Committees will have no financial delegations. Any recommendations proposing the expenditure of Council funds will be reported to an Ordinary Council Meeting as part of the adoption of Precinct Advisory meeting minutes.

(c) Legal Implications

There are no legal implications in respect to the establishment of Precinct Advisory Committees. Committees will have no delegated authority to make decisions expend funds on behalf of Council, rather, any recommendations will be reported to Council as part of the adoption of meeting minutes under the Management Accountability of the Director Liveable Communities.

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(d) Community Consultation

The invitation to members of the community to lodge an Expression of Interest (EOI) to participate as a local representative of one of Council's Precinct Advisory Committees will be well communicated to the general public through Council's various media channels.

The intent of the Precinct Advisory Committees is to enable any member of the public residing within a precinct to attend the relevant precinct meeting and raise a strategic initiative or issue. Therefore, while Precinct Advisory Committee members will act as conduits in relation to strategic precinct issues, committee meetings will be open to any resident of the precinct to both attend and take part.

(e) Delivery Program Objective/Strategy

Focus Area 4 – Resilient and Diverse Communities

Focus Area 7 – Celebrate our Cultures and Heritage



Tamworth Regional Precinct Advisory Committees (TRPAC)

Terms of Reference Revised: 9 December 2025

Purpose

The aim of the Tamworth Regional Precinct Advisory Committees is to strengthen Council's connection with local communities by enabling enhanced avenues of communication with community members and providing direct access to Council's decision makers.

The purpose and intent of the Precinct Advisory Committees is to build stronger and more resilient towns and villages, by enhancing the volunteer experience, providing more opportunity for community members to be involved in local and regional strategic issues and removing the governance burden on individual committee members.

Objectives

- (i) Provide enhanced opportunities for connection with Councillors via a public forum where any community members may have a voice;
- (ii) Enhance the volunteer experience for all and any community member who wishes to participate;
- (iii) Identify strategic level community needs and priorities, and investigate funding opportunities;
- (iv) Engage with local communities in the development of Council's Strategic Plans and Regional Resilience Plans; and
- (v) Provide Councillor advocates for the local community.

Committee members are encouraged to participate in the Precinct Committee as a partnership and provide advice or make recommendations in the best interests of their community.

Terms of Membership

Membership

The Tamworth Regional Precinct Advisory Committees shall comprise the following membership:

- Tamworth Regional Council:
 - A maximum of two (2) Councillors;
 - One (1) Place Manager;
 - Volunteer Services Officer (optional);
- up to eight (8) community members; and
- two (2) youth members.

Membership: Kootingal/Moonbi/Bendemeer Precinct Advisory Committee

The Kootingal/Moonbi/Bendemeer Precinct Advisory Committee shall comprise the following membership:

- Tamworth Regional Council:
 - A maximum of two (2) Councillors;
 - One (1) Place Manager;
 - Volunteer Services Officer (optional);
- up to 10 community members; and
- two (2) youth members.

Appointment

Representation by members of the Tamworth regional community is encouraged.

Appointment of Committee members will be coordinated by inviting 'Expressions of Interest' from the community on a biennial basis on alternate years to the rotation of Councillor representatives. Community members may stand for re-appointment for one consecutive additional term.

Council reserves the right to remove a member from a committee at any time due to misconduct or other circumstances.

Term of Appointment

Committee members will be appointed for a term of two (2) years consistent with Councillor representatives. Community membership will be subject to review every two (2) years with the review of members to occur on alternate years to that of Councillor representatives to ensure a level of continuity of committee knowledge.

Selection Criteria

Ideally community representatives will have:

- demonstrated links to the community;
- demonstrated ability to represent the community in a fair and unbiased manner;
- demonstrated ability to consult the community and when requested put forward points on behalf of a community member;
- demonstrated strong interest in community progress and sustainability;
- demonstrated capacity to provide strategic advice to Council on matters relating to issues and challenges facing regional communities;
- demonstrated ability to work as part of a team; and
- demonstrated understanding of meeting process.

Conflicts of Interest

Conflicts of Interest must be declared and managed in accordance with the Code of Conduct. A record of the declared conflict of interest in the minutes of each Committee is sufficient.

Pecuniary or significant non-pecuniary conflicts of interests must be managed by the member by excluding themselves from the meeting during the discussion of the relevant agenda item. Such exclusion will be recorded in the minutes of the Committee.

Confidentiality

Confidentiality is to be maintained by all members of Committees where indicated by the Chairperson or with respect to confidential matters listed in the meeting agenda where a Council resolution is required.

In circumstances where a Council resolution is required to confirm a Committee recommendation, discussions within the Committee shall be treated as confidential until the Committee Minutes are reported to Council, or where agreed, for release to the media.

Media

The Chairperson, (Committee Chair), and Councillor representative are authorised to represent and speak on behalf of the Committees in any media discussions.

Meetings

Chairperson

The Tamworth Regional Precinct Advisory Committees will be chaired by an elected Councillor of Tamworth Regional Council. The two (2) Councillor representatives will share the role of Committee Chair, with the role to be rotated on a quarterly basis, i.e., at each meeting.

Meeting Frequency

Meetings of the Tamworth Regional Precinct Advisory Committees will be held quarterly, noting meetings in the middle of winter will be avoided due to WH&S concerns.

Meeting will be held after business hours.

Meeting Locations and rotation

Four (4) committee precincts will operate:

- Barraba;
- Manilla;
- Nundle, Dungowan; and
- Kootingal, Moonbi, Bendemeer;

Meetings will be rotated within each precinct as indicated on the precinct map.

Quorum

In order to form a quorum for a meeting to proceed, at least half of the Committee members plus one, (i.e., a majority of the members), must be present. Of this number at least one Councillor is required to be present.

Meeting Attendance

Attendance at meetings is expected from all Members. During a period of twelve months, an unexcused absence of more than two (2) occasions may be deemed a reason for dismissal unless reasonable explanation is provided.

Delegation

The Committees will have no delegated authority from the Council to make decisions, or to expend funds. Recommendations of the Committees will be reported to a subsequent Council meeting for determination under the Management Accountability of the Director Liveable Communities.

Co-Opting

The Precinct Advisory Committees have the authority, where necessary, to seek the expert advice of individuals and groups when particular community skills, experience or input will improve the outcomes delivered by the group.

Administrative Matters

Committee Meeting Agendas

Meeting agendas will be confined to strategic matters or relevance to the precinct and its communities. Agendas should focus on strategic priorities for each precinct, including priorities listed in existing Council strategies and plans, as well as potential new/ draft strategies.

Matters deemed operational such as road maintenance, Development Applications, etc., will not be discussed, but will be referred to the relevant Council Division for action or response.

Business Support

Council shall provide administrative support to the Committees, plus professional advice/input where required, including attendance at meetings and follow up of recommendations and actions.

Meeting Notice

Written notice will be distributed to the members of the scheduled meetings via email (with as much notice as practically possible to be given). Public Community notices will be distributed no less than two (2) weeks in advance of the scheduled meeting.

Venue

Council will provide suitable facilities for the conduct of meetings of the Committees. Dependent upon the availability of suitable venues, meetings will be rotated within the specific regional area to enable broader community participation.

Review

The Terms of Reference for the Tamworth Regional Precinct Advisory Committees will be reviewed prior to the recruitment of new members on a biennial basis.

October 2025 - Monthly Budget Variations

Description	Reason	Budget Type	Budget Variation	Revenue	Reserves	Grants Contributions
International Flight Training Tamworth						
IFTT - Lease increase	Income increase	OP Inc R	(19,850)	0	(19,850)	0
Sub Total			(19,850)	0	(19,850)	0
Sports & Recreation						
Tamworth Sports Dome - First Floor - Income	Inc Rental Inc	OP Inc R	(17,722)	(17,722)	0	0
Sports Hub - Set-Up costs	Expense Dec	OP Exp NF	(8,938)	(8,938)	0	0
Court Fans - Sports Dome - Exp	New Project	Cap Exp	93,670	8,938	0	84,732
Court Fans - Sports Dome - Grant Income	Grant Income	Cap Inc NF	(75,732)	0	0	(75,732)
Court Lights Upgrade - Sports Dome	New Project	Cap Exp	12,882	12,882	0	0
Court Fans - Sports Dome - Basketball - Inc	Income Inc	Cap Inc NF	(4,500)	0	0	(4,500)
Court Fans - Sports Dome - Netball - Inc	Income Inc	Cap Inc NF	(4,500)	0	0	(4,500)
Sub Total			(4,840)	(4,840)	0	0
Grand Total			(24,690)	(4,840)	(19,850)	0

TAMWORTH REGIONAL COUNCIL INVESTMENT REGISTER AS AT 30 NOVEMBER 2025

Investment Type: Term Deposit

Financial Institution	S&P Credit Rating	IFRS Classification	Investment Type	Investment Date	Maturity Date	No of Days	Interest Rate	Term Deposit Value
NAB	A-1+	Held to Maturity	Term Deposit	12/08/2025	10/12/2025	120	4.15%	4,000,000
BOQ	A-2	Held to Maturity	Term Deposit	6/03/2025	12/12/2025	281	4.72%	8,000,000
NAB	A-1+	Held to Maturity	Term Deposit	20/02/2025	16/12/2025	299	4.70%	3,000,000
NAB	A-1+	Held to Maturity	Term Deposit	19/03/2025	13/01/2026	300	4.65%	8,000,000
BOQ	A-2	Held to Maturity	Term Deposit	24/06/2025	20/01/2026	210	4.39%	10,000,000
BOQ	A-2	Held to Maturity	Term Deposit	13/05/2025	27/01/2026	259	4.36%	4,000,000
BOQ	A-2	Held to Maturity	Term Deposit	10/06/2025	27/01/2026	231	4.35%	5,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	18/02/2025	17/02/2026	364	4.76%	7,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	20/02/2025	24/02/2026	369	4.78%	6,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	8/03/2023	10/03/2026	1098	4.70%	2,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	16/04/2025	7/04/2026	356	4.23%	8,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	13/05/2025	13/05/2026	365	4.35%	7,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	20/05/2025	19/05/2026	364	4.35%	4,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	27/05/2025	26/05/2026	364	4.19%	4,000,000
NAB	A-1+	Held to Maturity	Term Deposit	27/05/2025	26/05/2026	364	4.15%	10,000,000
NAB	A-1+	Held to Maturity	Term Deposit	26/08/2025	9/06/2026	287	4.05%	4,000,000
NAB	A-1+	Held to Maturity	Term Deposit	27/06/2025	16/06/2026	354	4.11%	7,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	29/07/2025	23/06/2026	329	4.14%	6,000,000
BOQ	A-2	Held to Maturity	Term Deposit	24/11/2025	23/06/2026	211	4.35%	4,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	8/07/2025	7/07/2026	364	4.10%	3,000,000
NAB	A-1+	Held to Maturity	Term Deposit	23/09/2025	7/07/2026	287	4.15%	6,000,000
NAB	A-1+	Held to Maturity	Term Deposit	12/08/2025	14/07/2026	336	4.10%	4,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	19/08/2025	18/08/2026	364	4.12%	8,000,000
RAB	A-2	Held to Maturity	Term Deposit	15/07/2025	15/07/2026	365	4.20%	5,000,000
RAB	A-2	Held to Maturity	Term Deposit	9/09/2025	9/09/2026	365	4.14%	5,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	9/09/2025	8/09/2026	364	4.13%	10,000,000
NAB	A-1+	Held to Maturity	Term Deposit	23/09/2025	22/09/2026	364	4.15%	6,000,000
NAB	A-1+	Held to Maturity	Term Deposit	22/10/2025	6/10/2026	349	4.10%	4,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	6/11/2025	10/11/2026	369	4.30%	4,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	12/11/2025	12/11/2026	365	4.32%	4,000,000
Westpac	A-1+	Held to Maturity	Term Deposit	24/11/2025	24/11/2026	365	4.37%	10,000,000
Westpac	AA-	Held to Maturity	Term Deposit	26/08/2025	22/08/2030	1822	4.15%	4,000,000
TOTAL							4.31%	\$ 184,000,000

Investment Type: Floating Rate Note, Fixed Rate Bond

Financial Institution	S&P Credit Rating	IFRS Classification	Investment Type	Investment Date	Maturity Date	No of Days	Interest Rate	Purchase Value	# Maturity Value
Bendigo	A-2	Held to Maturity	Floating Rate Note	19/01/2023	2/12/2025	1048	BBSW+0.52%	4,000,000	4,000,000
Bendigo	A-2	Held to Maturity	Floating Rate Note	15/05/2023	15/05/2026	1096	BBSW+1.25%	3,000,000	3,000,000
Suncorp	A-1+	Held to Maturity	Floating Rate Note	19/01/2023	15/09/2026	1335	BBSW+0.48%	5,000,000	5,000,000
NAB	AA-	Held to Maturity	Fixed Rate Bond	4/03/2024	25/02/2027	1088	2.90%	5,000,228	5,241,000
CBA	AA-	Held to Maturity	Floating Rate Note	18/10/2022	18/08/2027	1765	BBSW+1.02%	1,000,000	1,000,000
ANZ	AA-	Held to Maturity	Floating Rate Note	8/11/2022	4/11/2027	1822	BBSW+1.20%	4,000,000	4,000,000
TOTAL								\$ 22,000,228	\$ 22,241,000

ium or a discount. The difference between the Purchase Value and Market Value is recognised by Council on a monthly basis as interest.

Investment Type: On Call, On Hold

Financial Institution	S&P Credit Rating	IFRS Classification	Investment Type	Date Invested	Due Date	No of Days	Interest Rate	Market Value at 30 November 2025
NAB	A-1+	N/A	On Call	N/A	N/A	N/A	3.70%	19,284,505
Westpac	A-1+	Held to Maturity	On Hold		90 Day Maturity		4.15%	6,014,990
TOTAL								\$ 25,299,495

TOTAL INVESTMENT REGISTER \$ 231,540,495

Comparative Rates

RBA Cash Rate: 601499025.00%
BBSW: 3.66%

I, Sherrill Young, Tamworth Regional Council Manager of Financial Services (Responsible Accounting Officer) certify as required under Section 16(1)(b) of the Local Government (Financial Management) Regulations 1999, that Council's investments have been made in accordance with the Local Government Act 1993, Regulations and Tamworth Regional Council Investment Policy.

Signed..... 

Investment By Rating (excluding cash accounts) as at							30 November 2025	
S&P Credit Rating		Portfolio Limit	Counterparty Limit	Bank	Amount invested as at 30 November 2025 (\$)	% of Total Investments	Maturity	
Short Term	Long Term						Less than 12 months (\$)	One to five years (\$)
A-1+	AAA	100%	100%		-	0.00%	-	-
A-1+	AA+ to AA-	100%	100%	ANZ	4,000,000	1.94%	-	4,000,000
				CBA	1,000,000	0.49%	-	1,000,000
				NAB	61,000,228	29.61%	36,000,000	25,000,228
				Suncorp	5,000,000	2.43%	-	5,000,000
				Westpac	87,000,000	42.23%	44,000,000	43,000,000
A-1	A+ to A	100%	30%		-	0.00%	-	-
A-2	A-	40%	20%	Bendigo	7,000,000	3.40%	7,000,000	-
				BOQ	31,000,000	15.05%	31,000,000	-
				RAB	10,000,000	4.85%	10,000,000	-
A-2	BBB+	30%	10%		-	0.00%	-	-
					\$ 206,000,228	100.00%	\$ 128,000,000	\$ 78,000,228

The General Manager or his delegated representative is authorised to approve variations to Council's investment policy if the investment is to Council's advantage or due to revised legislation.

Council's investments are mostly comprised of restricted funds that have been received for specific purposes or funds held for future renewal works. The following table provides an indicative summary of investments held by each fund. The figures provided are based on opening balances from the last completed and audited financial year. The figures provide a guide on the proportion of total cash that is restricted in use:

Investments Held by Fund (including cash accounts)			
Fund	Restriction	Amount	%
General	Unrestricted	12,994,360	5.61%
General	Internally Restricted	58,673,625	25.34%
General	Externally Restricted	33,015,958	14.26%
General Fund Total		\$ 104,683,943	45.21%
Water	Unrestricted	2,131,655	0.92%
Water	Internally Restricted	19,347,595	8.36%
Water	Externally Restricted	15,578,502	6.73%
Water Fund Total		\$ 37,057,752	16.00%
Sewer	Unrestricted	2,187,583	0.94%
Sewer	Internally Restricted	68,540,200	29.60%
Sewer	Externally Restricted	19,071,017	8.24%
Sewer Fund Total		\$ 89,798,800	38.78%
Total Investments		\$ 231,540,495	100.00%

November 2025 - Monthly Budget Variations

Description	Reason	Budget Type	Budget Variation	Revenue	Reserves	Grants and Contributions	Loans
Community Safety & Wellbeing							
Regional Youth Holiday Break Summer 2025/26 - Income	New Grant	Op Inc NR	(4,262)	0	0	(4,262)	0
Regional Youth Holiday Break Summer 2025/26 - Expense	New Grant	Op Exp NR	4,262	0	0	4,262	0
Sub Total			0	0	0	0	0
Future Communities							
Australia Day 2026 Community Events Grant - Inc	New Grant	Op Inc NR	(10,000)	0	0	(10,000)	0
Australia Day 2026 Community Events Grant - Exp	New Grant	Op Exp NR	10,000	0	0	10,000	0
Sub Total			0	0	0	0	0
Civil & Works							
DFRA Storm Damage 25/11/2025 - Inc	New Project	Op Inc NR	(50,000)	(50,000)	0	0	0
DFRA Storm Damage 25/11/2025 - Exp	New Project	Op Exp NR	50,000	50,000	0	0	0
Sub Total			0	0	0	0	0
Project Costing							
Ray Walsh House/Administration Buildings - Options	New Project	Op Exp NR	15,000	0	15,000	0	0
Winton RFS Brigade Station - Exp	Additional Grant	Op Exp NR	85,431	0	0	85,431	0
Winton RFS Brigade Station - Inc	Additional Grant	Op Inc NR	(85,431)	0	0	(85,431)	0
Sub Total			0	0	0	0	0
Water & Wastewater							
Property - Increased Rental Income	Income Increase	Op Inc R	(34,600)	(34,600)	0	0	0
Bendemeer Raw Water Intake Erosion Repairs	Expense Increase	Op Exp NR	14,581	0	14,581	0	0
Wastewater Access - Residential	Income Increase	Op Inc R	(212,621)	(212,621)	0	0	0
Wastewater Access - Non Residential	Income Increase	Op Inc R	(54,553)	(54,553)	0	0	0
Barraba Sewer - Reuse Augmentation - Prelim/Design	New Project	Cap Exp	23,175	0	0	0	23,175
Westdale WWTP - Ferric Dosing System Renewal	Project complete	Cap Exp	4,380	0	4,380	0	0
Legal Expenses	Expense Increase	Op Exp NR	50,000	0	50,000	0	0
Bolton's Creek Project - Exp	Project complete	Op Exp NR	(1,000)	0	0	(1,000)	0
Water Charges - Service Availability	Income Increase	Op Inc R	(109,668)	(109,668)	0	0	0
Barraba Water - Connors Creek Dam Renewal Works	Expense Increase	Cap Exp	22,178	0	22,178	0	0
Manilla - Water Main Replacement - Progress Lane	Project complete	Cap Exp	(17,620)	0	(17,620)	0	0
Dams Safety NSW - Declared Dams Levy	Project complete	Op Exp R	(12,010)	(12,010)	0	0	0
Sub Total			(327,758)	(423,452)	73,519	(1,000)	23,175
Grand Total			(312,758)	(423,452)	88,519	(1,000)	23,175



Tamworth Region Arts Advisory Committee (TRAAC)

MINUTES

Thursday, 16 October 2025 at 5.00pm

Lands Building, Fitzroy Street, Tamworth NSW

Attendees:

Councillors

- ☐ Cr Marc Sutherland ☐ Cr Ryan Brooke (Chair) ☐ Cr Charles Impey

Council Staff

- | | | |
|---|--|---|
| <input type="checkbox"/> Peter Ross, Executive Manager | <input type="checkbox"/> Bridget Guthrie, Director Art Gallery and Museums | <input type="checkbox"/> Roz Pappalardo, Manager Entertainment Venues |
| <input type="checkbox"/> Janelle McKenzie, Associate Producer, Entertainment Venues | <input checked="" type="checkbox"/> Karlee Cole, Manager, Marketing and Communications | <input type="checkbox"/> Barry Harley, Manager, Events |
| <input type="checkbox"/> Prue Simson, Manager - AELEC | <input type="checkbox"/> Ace Grinter, Venue Operations Manager – AELEC | <input type="checkbox"/> Brianna Learmonth, Business Support Officer (minute taker) |

Committee Members

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Andrew Wright | <input type="checkbox"/> Cherie Gaites | <input type="checkbox"/> Daniel Gillett |
| <input type="checkbox"/> Jen Avery | <input type="checkbox"/> Jodie Crosby | <input type="checkbox"/> John Hyde |
| <input type="checkbox"/> Judy Coates | <input type="checkbox"/> Katherine Harvey | <input type="checkbox"/> Miles Cantwell |
| <input type="checkbox"/> Shaza Butler | | |

Guests

- ☐ Adam Humphries ☐ Miranda Heckenberg

☒ = absent

Meeting to commence in the Nemingha Room, Lands Building

1 Welcome

Meeting opened by Cr Marc Sutherland, Chair at 5.02pm.

2 Welcome/Acknowledgment of Country

I would like to acknowledge the Gamilaroi/Kamilaroi people, who are the traditional custodians of this land. I would also like to pay respect to Elders past and present and extend that respect to other Aboriginal people present here today.

3 Apologies

Apologies received from Andrew Wright and Karlee Cole.

RESOLUTION

That the apologies received for this meeting be noted and accepted.

Moved: Daniel Gillett

Seconded: Peter Ross

4 Acceptance of Notes from Previous Meeting

The Minutes of the meeting held on Thursday, 3 July 2025 are attached, refer **ANNEXURE 1**.

RESOLUTION

That the Tamworth Region Arts Advisory Committee accepts the notes of the informal meeting held 3 July 2025, as a true and accurate record of the meeting.

Moved: Daniel Gillett

Seconded: Ryan Brooke

5 Matters arising from the Minutes (Actions)

- No matters arising

6 Agenda Items for Discussion

6.1 6th Tamworth Textile Triennale – Curator Blake Griffith

- Blake Griffith introduced himself as the next curator for the 6th Tamworth Textile Triennial and acknowledged country.
- Blake presented on the curatorial process and theme of the next triennial "Nature Machine".
- The Triennial theme explores contemporary textile practice through slow making, regenerative approaches and technological innovation, while showcasing high-quality work that reflects on Country and material relationships.
- Exhibition includes perspectives on artificial intelligence, examining how it can be used sustainably and how it can challenge traditional textile making practices.
- Blake introduced the selected artists and provide examples of artworks, noting the importance of diverse representation.
- Bridget reiterated that the criteria for selected artists was about skill level and expertise.
- Cr Charles Impey enquired about artist ages; all applicants are adult professional practicing visual artists who submitted and EOI and have been selected by an independent panel.

6.2 Equestrian Art – local artist Adam Humphries

- Local sculptor Adam Humphries presented to the committee on his art practice and showcased previous works including public commissions for Inverell Shire Council, University of New England, and Lang Lang Victoria rodeo horse sculptures.
- These works are outdoor, larger than life, steel sculptures designed to rust naturally with minimal maintenance requirements (5-year welding inspections).
- AELEC expressed interest in commissioning Adam for artwork/ horse sculptures at facility entrance.
- Artwork must be non-discipline specific to represent all equestrian activities. Also noting future consideration for discipline-specific artworks near respective arenas.

RESOLUTION

Tamworth Region Arts Advisory Committee recommend investigating the commissioning and funding of an art installation at the Australian Equine and Livestock Event Centre entrance.

Moved: Miles Cantwell

Seconded: Katherine Harvey

Motion passed unanimously

6.3 Public Art update

- Manilla Mural has been completed with positive community feedback received. The Public Art Subcommittee recommendations into the final design were successful. The artwork was completed by Playstate in collaboration with local First Nations artist Tess Reading.
- The property owner of the Angus Nivison Mural site has advised of potential future sale or building upgrade with no set timeline but has still approved a replacement mural to be designed and implemented.
- The estimated lifespan of the replacement artwork is 5-10 years before potential redevelopment and is deemed worth it for the activation and revitalising of the site with the last mural having been decommissioned.

RESOLUTION

Tamworth Region Arts Advisory Committee recommend the commissioning of a replacement mural at the site of the previous Angus Nivison Mural.

Moved: Roz Pappalardo

Seconded: Katherine Harvey

Motion passed unanimously

7 Standing Reports

7.1 Entertainment Venues – Verbal report.

- Working towards 2026 season launch and 2026 TCMF.
- Multiple grant applications submitted through Festivals Australia, Create Australia and Regional Arts Fund to extend existing programmes and activate venues.
- Would like to activate Tamworth Town Hall with a once-a-month performance with emerging performers, proposed title currently 'Tamworth Opry' to connect to our sister city Nashville.
- Large consortia application submitted, connecting family work from SEQ through to NT. Focus on puppetry work to engage family audiences. Three-year programme to develop and tour puppetry work across 15 venues in the consortia.
- Proposed tour of the Capital Theatre behind the scenes the view building.
- Application submitted to Regional Precincts and Partnerships Program (RPPP) for \$500 towards business case and detailed design.

7.2 Gallery and Museums – Verbal report.

- The Tamworth Regional Film and Sound Archive have relocated to 218 Peel Street and will be having a Grand Opening event on Tuesday 21 October. This venue will be open to the public after this date. And transfer from a section 355 committee to a public museum under TRC.
- Bush Lines is a major exhibition now at the Tamworth Regional Gallery in partnership with the Art Gallery of NSW. This exhibition was curated by Liam Keenan and the exhibition timing was co-ordinated with Koori Knockout.
- The Tamworth Regional Gallery was officially successful in receiving two-year grant funding from Create NSW.
- The Tamworth Regional Museums was successful for the first time in receiving two-year grant funding from Create NSW.
- Tamworth Regional Council will still be presenting a notice of motion at the NSW Local Government Conference expressing their disappointment in regional funding not being represented in the 4-year grant approvals.

8 General Business

8.1 Night time economy – Peter Ross

- Council is establishing two Special Entertainment Precincts (SEPs) in Tamworth as part of a four-year night time economy strategy.
- Urban Enterprise has been established as consultants to undertake strategy development, with staff and community workshops to take place.
- The Office of the 24-Hour Commissioner announced a new grants program encouraging businesses to collaborate on live music destinations, sporting epicentres and food hubs.
- Online survey feedback identified limitations in response options for frequency of attendance and primary motivation for participation.
- Proposed SEP locations are the CBD and the sporting and entertainment precinct, with a 12-month trial period subject to Council review.
- SEPs aim to promote live music, provide protections for current and future venues, and revitalise the night time economy post-COVID.
- Safety was identified as a key priority for the development of the SEPs.
- Live Performance Award data recognised contemporary music and musical theatre as significant revenue generators.

8.2 Use of AI – Cr Ryan Brooke

- Cr Brooke received an enquiry in regards to Council's policy on using AI generated artwork.
- Council is currently in the process of developing operational AI policies.
- Identified as quite a large and complicated topic that requires more in-depth research.
- Potential to engage a speaker to provide additional information on the topic.

8.3 Fiesta La Peel – Barry Harley

- Fiesta La Peel is a multicultural festival originally held on Peel Street, now relocated to Bicentennial Park due to growth.
- This festival is a community event created to represent the 102 cultures residing in Tamworth.
- Event scheduled for the 18 October 2025 4:00pm to 8:30pm and will have 50 traders that represent Multicultural Tamworth as well workshops and dancing.
- Council received \$20,000 from Multicultural NSW through the Stronger Together funding program.

8.4 Public Piano - Jodie Crosby

- Cobar had a public piano initiative aimed at bringing creativity to public spaces.
- Jodie expressed interest in having a public piano potentially put into a Tamworth Plaza.
- There have been pianos put in Tamworth temporarily during festival and this was well received.
- Potentially high maintenance and risk of vandals targeting the program.

8.5 Committee updates

- Arts NSW microgrants program open for applications, closing 23 October.
- Multicultural Tamworth will have a documentary screening at Forum Cinema 6 for Fiesta La Peel.
- Calrossy P&F Art Show will be opening on the 24 October.
- New public mural by artist Jodie Herden installed at Tamworth PCYC.

9 Date of Next Meeting

- Thursday 8 January 2026

10 Meeting Closed

- Meeting closed by Cr Marc Sutherland as Chair at 7.02pm.

**CENTRAL NORTHERN REGIONAL LIBRARY (CNRL)
ANNUAL GENERAL MEETING
Wednesday 5 November 2025
Goonoo Goonoo Room, Lands Building
25 Fitzroy Street, Tamworth
Meeting to commence at 2.00pm**

Attendees:

Delegates:

Walcha Council – Cr. Adam Iuston
Uralla Shire Council – Deputy Mayor Kath Arnold
Liverpool Plains Shire Council – Julie Costa
Gwydir Shire Council – Tiffany Galvin
Tamworth Regional Council – Cr. Brendan North

Staff:

Kay Delahunt – Tamworth Regional Council
Amanda Williams – Uralla Shire Council
Naomi Radford – Narrabri Shire Council
Ita Hanssens – Tamworth Regional Council
Sarah Dean – Tamworth Regional Council
Jonathan Stilts – Tamworth Regional Council
Jacob Simmons – Tamworth Regional Council
Shiralee Franks – Liverpool Plains Shire Council
Gail Philpot – Gwydir Shire Council

Meeting opened: 2.05pm

The meeting was chaired by Cr Adam Iuston from Walcha Council

1. Acknowledgement of Country - Cr Adam Iuston

"I would like to acknowledge the Kamilaroi people, the Dhunghutti people and the Anaiwan people who are the Traditional Custodians of the lands on which Central Northern Regional Library operates. I would like to pay respect to Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander peoples living in and visiting the Region"

2. Apologies

Narrabri Shire Council – Cr. Ryan Whillas
Uralla Shire Council – Cr. Lone Petrov
Liverpool Plains Shire Council – Cr Jason Allan

Motion: To accept apologies.

Move: Cr. Tiffany Galvin **Second:** Cr. Brendan North

3. Minutes of Previous Annual General Meeting – November 2024 (Attachment 1)

Motion: That the Minutes from the previous Annual General Meeting of the Central Northern Regional Library, dated 6 November 2024, be accepted as a true and accurate record.

Moved: Cr. Brendan North **Second:** Cr. Adam Iuston

4. Business arising from previous Minutes

No matters raised

5. Election of Central Northern Regional Library Chairperson

Kay Delahunt declared positions vacant and called for nominations.

Cr Adam Iuston was nominated.

Nominated by: Cr. Tiffany Galvin **Seconded:** Cr. Brendan North

No further nominations. Nomination accepted.

Cr. Adam Iuston was declared Central Northern Regional Library Chairperson.

6. Election of Central Northern Regional Library Deputy Chairperson

Cr. Lone Petrov was nominated.

Nominated by: Cr. Kath Arnold **Seconded:** Cr. Tiffany Galvin

No further nominations. Nomination accepted.

Cr. Lone Petrov was declared Central Northern Regional Library Deputy Chairperson.

7. Presentation of the Central Northern Regional Library (CNRL) Annual Report 2024/25

Kay Delahunt spoke to the report. Highlights included:

- An overview of First Nations material added to the collection in 2024-25
- Loan statistics are relatively consistent with previous year.
- Loans are predominantly physical, but the proportion of digital loans is slowly increasing.
- Titles with the highest loans were discussed. Over the past three years, *The Widow of Walcha* has been loaned **1,515** times. It is also pleasing to see some literary titles in the top ten fiction titles
- There were over 34,000 attendances at library programs across the region in 2024-25.

Motion: That the CNRL Annual Report of 2024/25 be received and noted.

Moved: Cr. Adam Iuston **Seconded:** Cr. Brendan North

8. Annual Financial Statement 2024/25

Motion: That the Annual Financial Statement 2024/25 be received and noted.

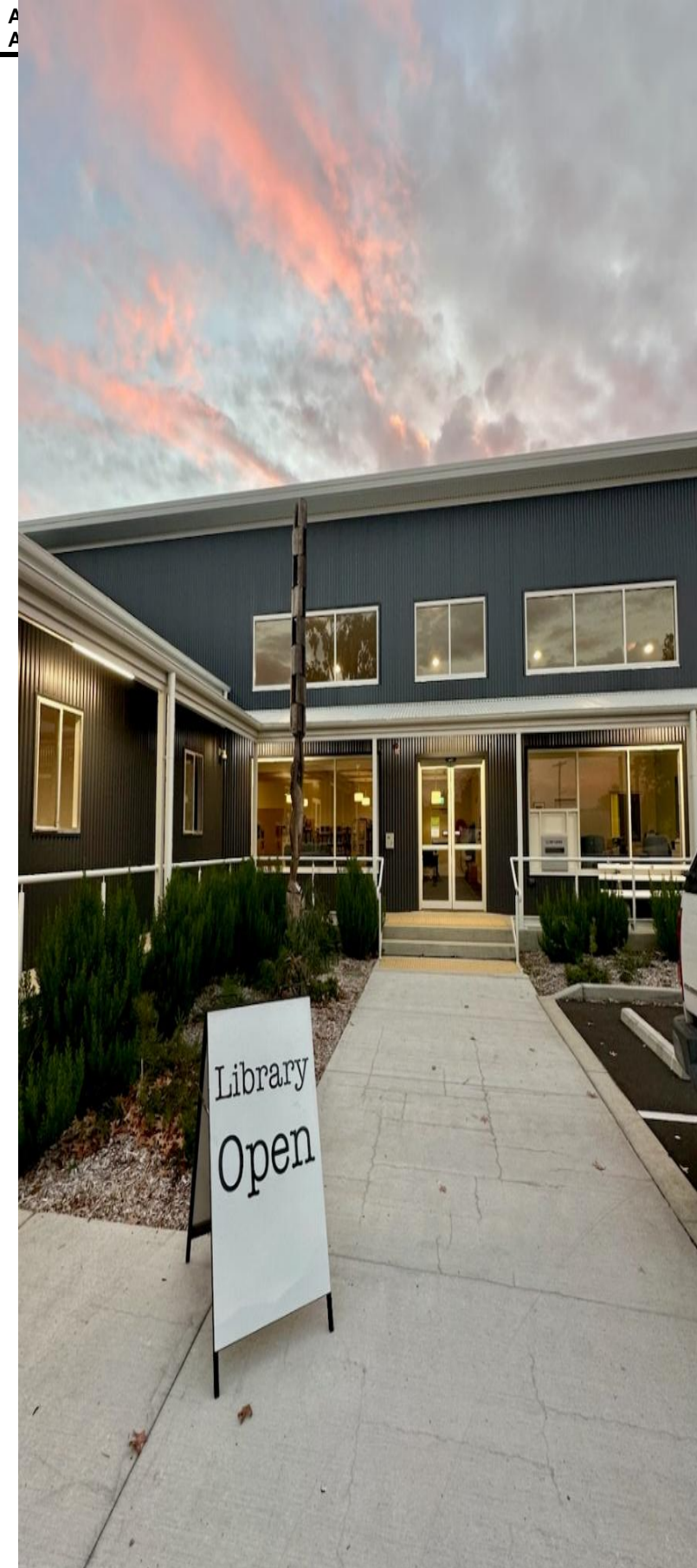
Moved: Cr. Brendan North **Seconded:** Cr. Tiffany Galvin

9. General Business

No matters raised.

Next AGM: Wednesday 4 November 2026

Meeting closed: 2.27pm



Annual Report 2024-2025



Investing in the future of our communities by creating an environment for learning, innovation and social connection.

Central Northern Regional Library acknowledges the Kamilaroi people, the Dhunghutti people and the Anaiwan people, the traditional custodians of the lands on which the library service operates. We pay respect to Elders past, present and future, and extend that respect to other First Nations people living in and visiting the region



4

**Central Northern Regional Library
Committee 2024-25**



Chairperson –Cr Adam Iuston
(Walcha Council)



Mayor Tiffany Galvin
(Gwydir Shire Council)



Cr Brendan North
(Tamworth Regional Council)



Cr Jason Allen
(Liverpool Plains Shire Council)



Cr Joshua Roberts-Garnsey
(Narrabri Shire Council)



Cr Lone Petrov
(Uralla Shire Council)

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Central Northern Regional Library provides library service to six local government areas in Northern NSW. Tamworth Regional Council is the executive council with Gwydir Shire, Liverpool Plains Shire, Narrabri Shire, Uralla Shire and Walcha Council all participating.

2024-2025 at a glance

Visitors



212,346 library visits - increased by 1.58%

Members



2,561 new members in 2024

Public Access PCs



26,293 Public PC Bookings 0.8% increase

Reservations



33,010 branch reservations
20,228 web reservations
1,354 more reservations than previous year

Loans



293,235 loans (physical items)
5% decrease

Seeds



694 seed loans 30% decrease

Programs



2,823 physical programs 3.6% increase
302 online programs –53.3% increase

Program Attendees



34,287 in-person attendees- unchanged
37,446 online program uses- - 32.5% increase

Strategic Plan Outcome - Community Building

CNRL will build community through physical and digital engagement and spaces

CNRL will	
1	Provide physical and digital spaces where people can come together for social connection.
2	Discover the library needs of the community. Reach the community by implementing annual marketing plans.
3	Provide an updated and accessible library website and catalogue.

How will we know if CNRL is successful?		2024-2025 Outcomes
1	Increased number of visitors	1.58% increase
2	Increased engagement with social media posts	Facebook Followers Tamworth City Library 4,200 Quirindi Library 1,000 Narrabri Shire Libraries 888 Nundle Library & Seed Library 596 Werris Creek Library 593 Barraba Library 547 Manilla Library 461 Bingara Library 451 Walcha Library 398 Kootingal Library 479 Wyallda Library 197 6% increase in Facebook followers
3	Increased visitation and clicks on the CNRL website	2023-24 = 112,469 2024-25 = 110,281 1.94% decrease
4	Marketing plans implemented and measured	<i>Not yet achieved - a marketing plan will be developed in 2025-26 to coincide with and complement the new CNRL Strategic Plan 2026-2031</i>
5	Number of new members	2561 new members in 2024-2025

First Nations

NAIDOC Week: NAIDOC week 2024 coincided with the school holidays. Library branches celebrated with children's activities.

- Tamworth Library collaborated with Tamworth Family Support, *Goodstart* Calala and *2Rivers* to host a NAIDOC week campfire story time with a local elder. Aunty Audrey Trindall read a story that *Goodstart* Calala had written with Uncle Len Waters. The library also provided playdough, bush tucker herbs, natural items and stamps for the children to create artworks.
- Quirindi Library assisted in organising the NAIDOC Community Day in Quirindi. A library stall was set up showcasing what the library has to offer, including resources in Gamilaraay language.
- Uralla Library hosted a "Traditional Owners Meet and Greet" in the library during NAIDOC week, with afternoon tea.
- Walcha educators from local day-care centre 'Little Kindy' and Walcha Central School Kindergarten approached Walcha Library to host a NAIDOC Storytime event with a particular focus on librarian Cassie's Torres Strait Islander heritage. This has led to the creation of a fortnightly outreach program with students at Walcha Central School.
- Walcha Library staff were presented with a NAIDOC Community Award from Walcha Central School, for "contributing to Indigenous education."



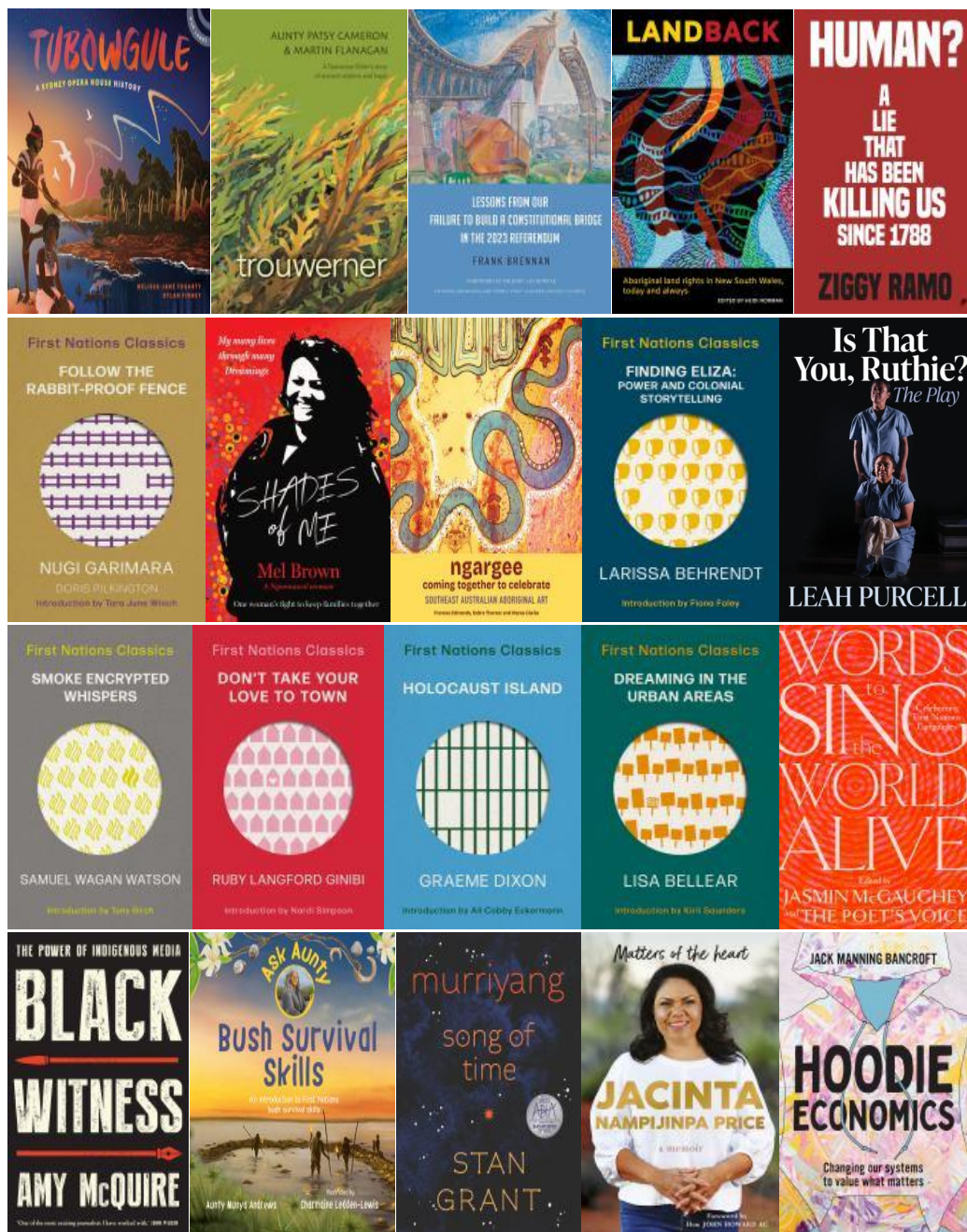
NAIDOC Week Campfire Story Time in Tamworth with Aunty Audrey Trindall

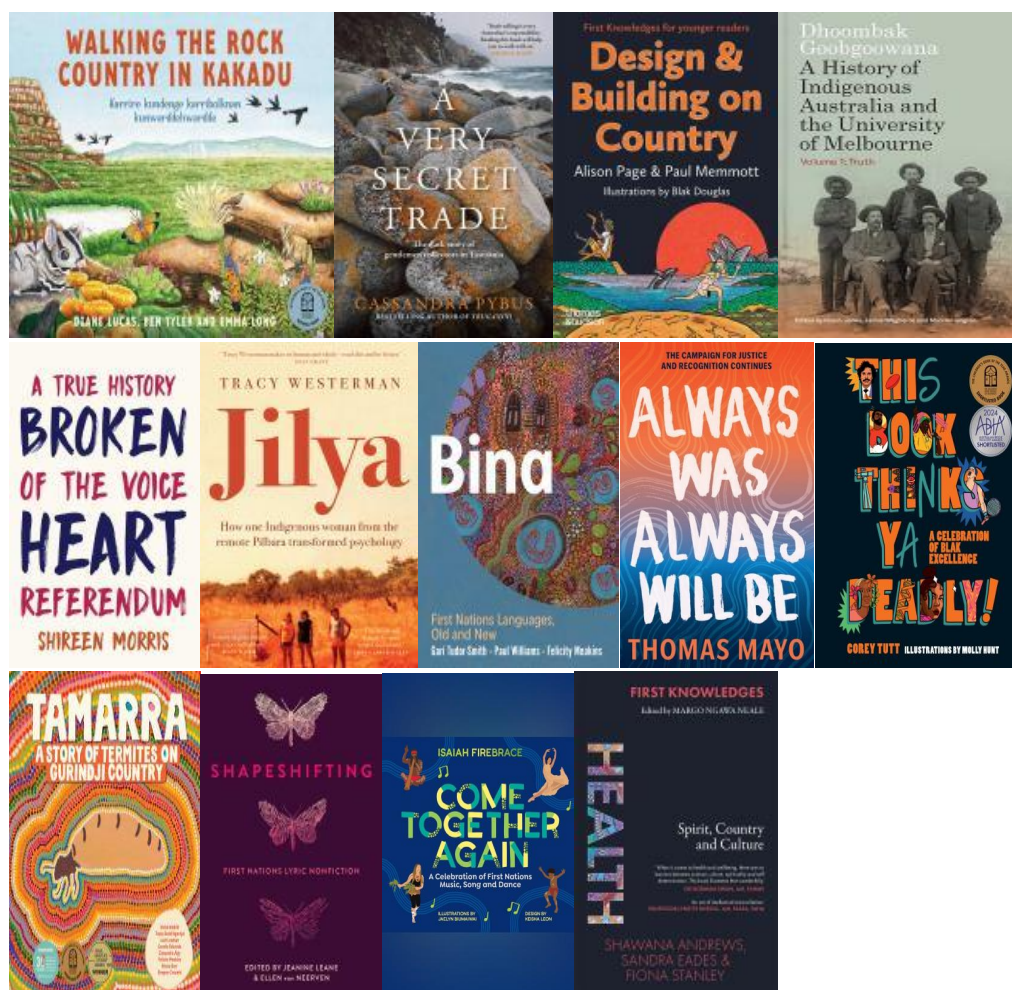
- Tamworth Library collaborated with Uncle Len Waters, the Wiradjuri community at Wagga Wagga, Wagga Wagga Art Gallery, NSW Department of Education's Arts Unit, the Art Gallery of New South Wales and Tamworth Regional Gallery to produce school workshops for eight visiting public schools to create meaningful cultural artworks for the annual Walaaybaa (HOME) Program to be exhibited at Tamworth Regional Gallery.

- Uralla Library received \$500 funding for NAIDOC week to host a variety of Indigenous craft activities.
- Tamworth Library held seven Reconciliation Week Storytimes.

New Aboriginal Non-Fiction added to the Collection in 2024-25







Other titles added in 2024-25 that do not have book covers included in the catalogue record:

- *The Bowraville murders*
- *Gagah colours*
- *Trackers: Seeing more in nature!*
- *History of the First Australians. Set 5. volumes 81-100*
- *Digging up the past in ancient Australia*
- *Naming Country*
- *Lest we forget*
- *Nature's time for the First Peoples*
- *Clearing the continent*

- *Sandalwood country traders*
- *The world's first astronomers*
- *The ochre story*
- *The possum skin cloak*
- *ngayawanj bagan-nggul, ngayawanj barra barra-nggul = We belong to the land, we belong to the sea*
- *Garay-gu bags: bags for words, language, stories*

A selection of New Aboriginal Fiction added in 2024-25



Book Discussion Groups

CNRL has 33 book groups operating across 12 branches. There are 131 book group kits available for loan.

The top 4 issued book kits were:

Mikki Brammer's *The Collected Regrets of Clover*,
Maggie Mackellar's *Graft: motherhood, family, and a year on the land*,
Madeleine Gray's *Green Dot*, and
Amor Towles's *Table for Two*.

Popular book titles requested from groups have included:

Bonnie Garmus' *Lessons in Chemistry*,
Phaedra Patrick's *The Little Italian Hotel*,
Shelley Read's *Go as a river*,
Geraldine Brook's *Horse*, and
Emma Partridge's *Widow of Walcha*

All titles are selected with the aim of encouraging considered conversation and increasing the breadth of readership for book group members. To reflect this, additions to the available kits have included:

Chimamanda Ngozi Adichie's *Dream Count*,
Raynor Winn's *The Salt Path*
Charlotte Wood's *Stone Yard Devotional*
Kári Gíslason's *Running with Pirates*.

Where possible, all kits include multiple formats.



Multicultural

Currently, in the CNRL region, languages other than English (LOTE) are not highly represented. Each of the LOTE has fewer than 500 speakers.

Tamworth Library hosts the Tamworth Region Inclusive Culture Advisory Committee (TRICAC) meetings quarterly and is a member of the Welcoming Cities network.

CNRL uses the State Library of NSW multicultural collection. This collection is for loan and is designed to supplement local collections and directly support culturally and linguistically diverse communities. In 2024-2025:

In 2024-25 there were 212 LOTE items loaned across CNRL. Languages were:

- German (Adult),
- Panjabi (Junior),
- Hindi (Junior),
- Russian (Adult),
- French (Junior and Adult),
- Dutch (Adult),
- Italian (Adult),



Strategic Plan Outcome - Collaboration

CNRL will extend its reach with collaboration and partnership

CNRL will	
1	Expand and develop partnership and collaboration opportunities.
2	Collaborate internally across Council.
3	Be socially inclusive and actively engage with all sections of the community.

How will we know if CNRL is successful?		2024-2025
1	Number of successful partnerships or collaborations	70
2	Number of successful internal collaborations	25
3	Number of events that involve collaboration and social inclusion	60 events
4	Number of volunteers working in the library	1 volunteer – Narrabri (Tax Help) 8 volunteers @ Tamworth Library 13 volunteers @ Walcha 3 volunteer history researchers @ Uralla Library History Hub 2 volunteers @ Bingara Library 1 volunteer @ Bundarra 1 volunteer @ Uralla Library (programs) Total of 27

Collaboration Highlights

- Tamworth Regional Council and Gwydir Council are members of the Australian Learning Communities Network. Kay Delahunt is on the ALCN board.
- Tamworth Library continues to collaborate with social service providers to facilitate the Tuesday community hub and meal.
- All CNRL branches collaborated with other groups, agencies and sections of Council as outlined in each Council's section of this annual report.



Strategic Plan Outcome - Resources

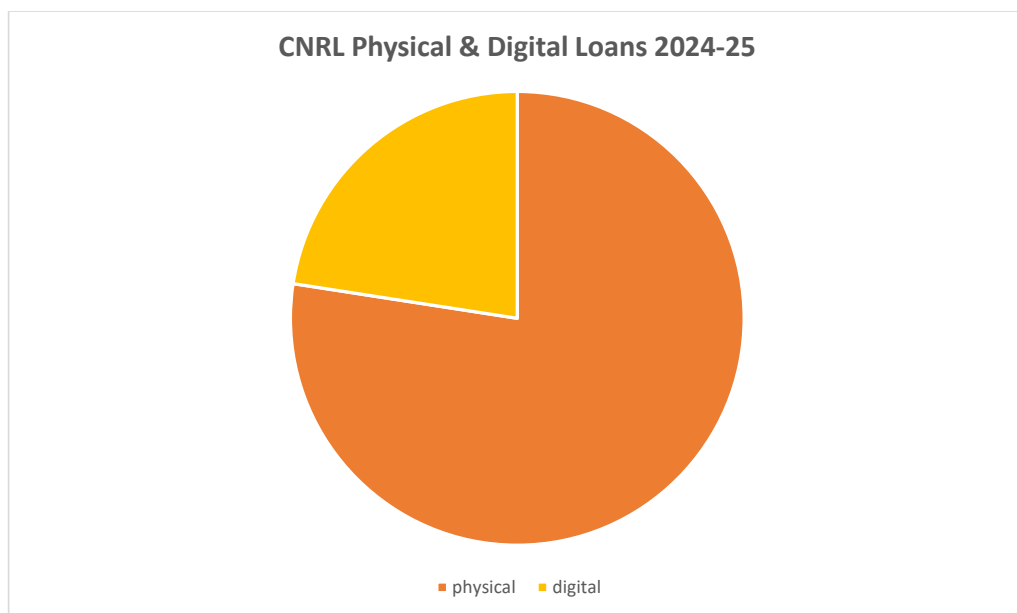
CNRL will provide resources that inspire its communities and keep them engaged with learning, creating and culture

CNRL will	
1	Provide physical and online resources which are inspiring, current and meet community needs.
2	Preserve and promote local history through local studies collections and events.
3	Provide a current and dynamic collection where de-accessioning takes place regularly.

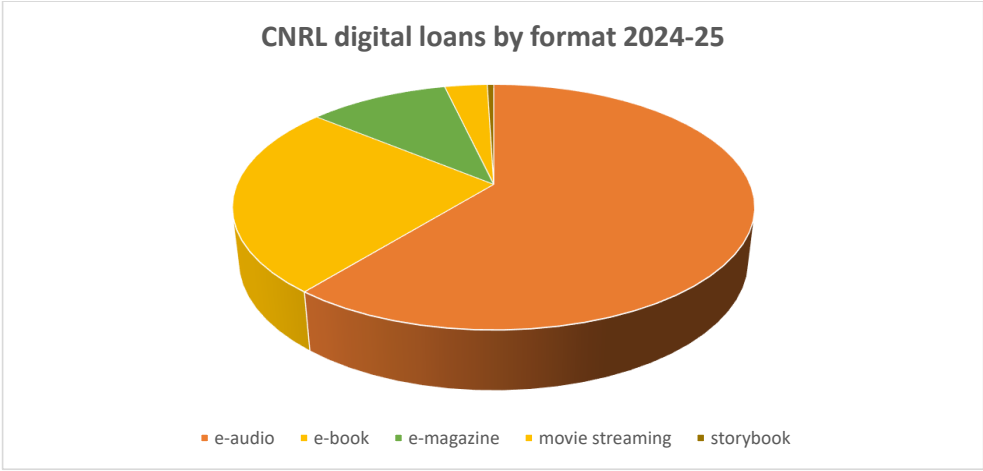
How will we know if CNRL is successful?		2024-2025
1	Number of physical loans is maintained	5% decrease
2	E-loans are increased	4.26% increase
3	Use of local studies resources is increased	Local Studies enquiries = 145 Genealogy or Family History = 97
4	Proportion of the collection published in the last five years is increased	38% of the collection was acquired in the past 5 years - % maintained

CNRL Total Loans (physical + online)

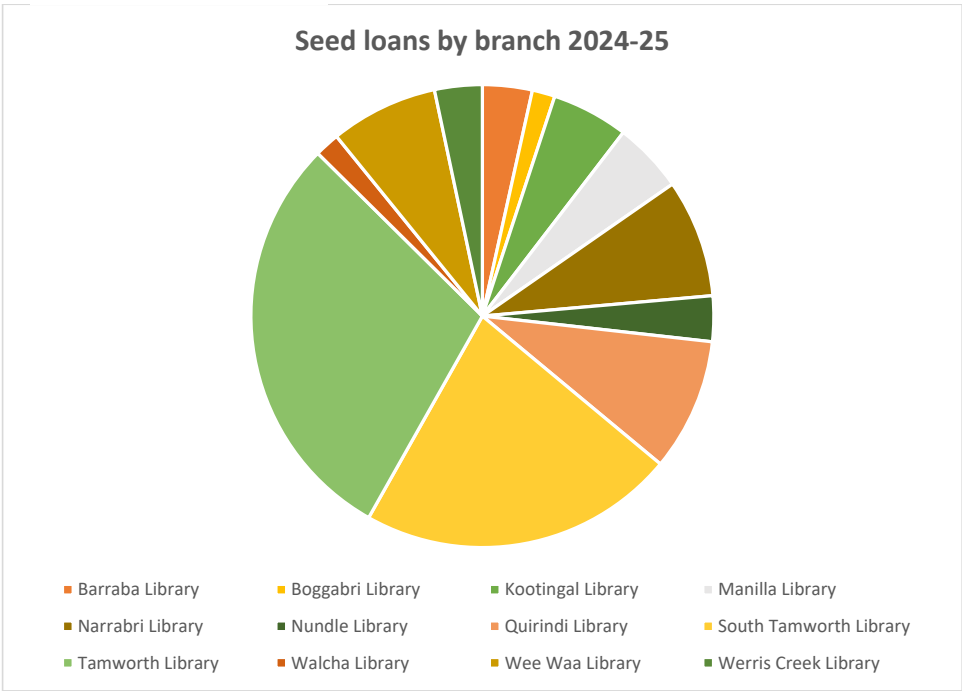
Year	Total Loans	% Digital Loans
2023-24	392,567	21.5%
2024-25	378,642	22.6%



	2024-25 Digital Loans	% Increase
e-audio	53,659	5.3%
e-book	22,164	5.5%
e-magazines	9,158	-5.9%
movie streaming	2,770	5.1%
storybook	426	79.0%



+



Seed Loans

Library	Seeds loans
Barraba Library	24
Boggabri Library	11
Kootingal Library	37
Manilla Library	34
Narrabri Library	57
Nundle Library	22
Quirindi Library	64
South Tamworth Library	153
Tamworth Library	202
Walcha Library	12
Wee Waa Library	52
Werris Creek Library	23

Most popular fiction titles for 2024-25

Title	Author	No. of loans
Confessions of the dead	Patterson, James	133
Juice	Winton, Tim	119
Here one moment	Moriarty, Liane	115
Identity unknown	Cornwall, Patricia	114
Shock waves	McDonald, Fleur	111
Mind games	Roberts, Nora	110
Safe enough and other stories	Child, Lee	108
Camino ghosts	Grisham, John	105
The valley	Hammer, Chris,	103
The secret	Child, Lee	102
The edge	Baldacci, David	100
To die for	Baldacci, David	100
In deep sleep	Child, Lee	99
River song	Morrisey, Di	98
The women	Hannah, Kristin	98
Lessons in chemistry	Garmus, Bonnie	91
A calamity of souls	Baldacci, David	89
Voices in the dark	McDonald, Fleur	88
Milking time	Treasure, Rachel	87
Lies he told me	Patterson, James	86

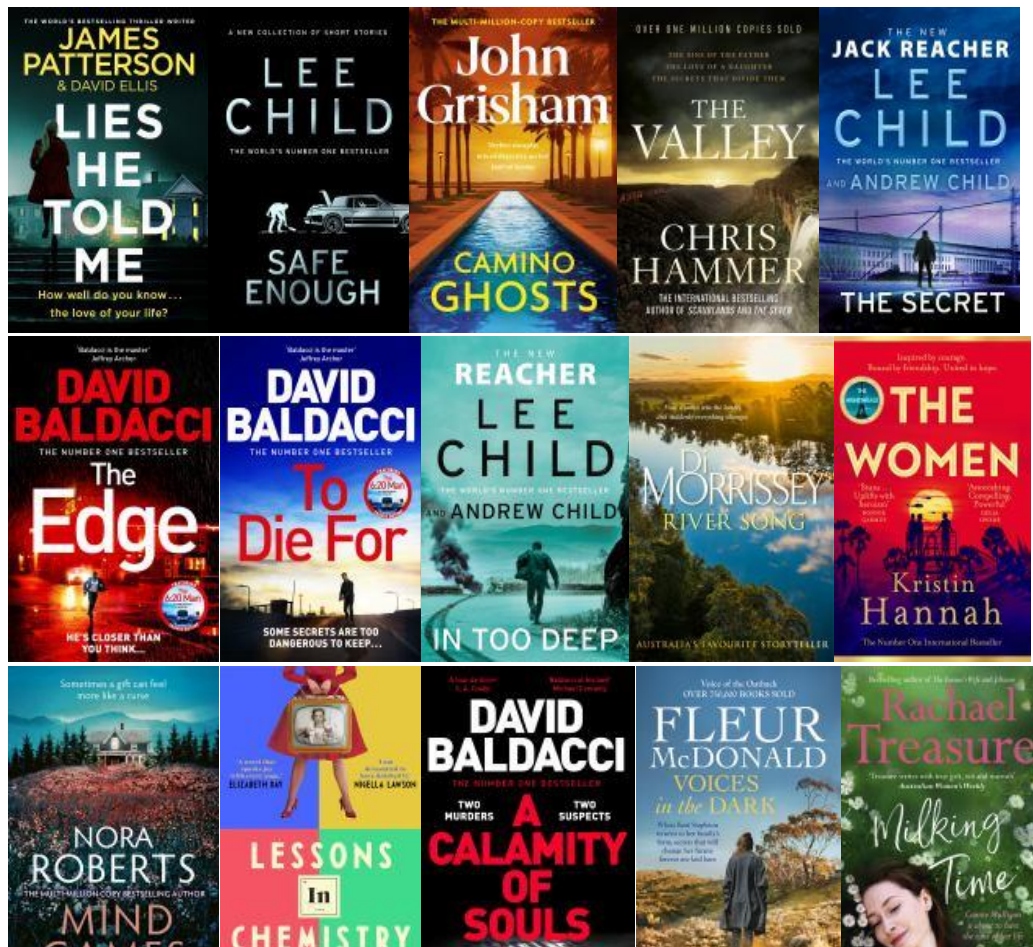
Most popular non-fiction titles for 2024-25

Title	Author	Loans in 2024-25
The widow of Walcha: a true story of love, lies and murder in a small country town *	Partridge, Emma	94
The waterwise Australian native garden: a practical guide to garden design, plant selection and much more	Stewart, Angus	40
Not just the wife of the general manager	Warriner, Sally	36
Spare *	Harry, Prince, Duke of Sussex, 1984-	34
The compost coach: make compost, build soil and grow a regenerative garden wherever you lie!	Flood, Kat	34
The outback court reporter	Wells, Jamelle	34
Back of beyond	Old, Jenny	31
Good life growing	Maloney, Hannah	31
Missing *	Patterson, Tom	31
The nude nutritionist: stop obsessing about food + never diet again	Cohen, Lyndi	29
Downsizing made simple	Lane, Rachel Kyla	27
Ferment for good	Flynn, Sharon	27
RecipeTin Eats: dinner	Maehashi, Nagi	27
The CSIRO low-cab diet	Brinkworth, Grant	27
The way we are: lessons from a lifetime of listening	Mackay, Hugh	27

- Titles that also appeared in the top titles borrowed in 2023-24

Most popular fiction titles for 2024-25





Most popular non-fiction titles for 2024-2025





The Widow of Walcha by Emma Partridge

The Widow of Walcha	Physical book loans	E-audio loans	E-book loans		Total
2022-2023	149	349	177		675
2023-2024	149	391	136		644
2024-2025	94	70	n/a		164
Total	392	810	313		1515

Local Studies



Local Studies items added in 2024-25	
Tamworth Regional Council	45
Liverpool Plains Shire Council	7
Narrabri Shire Council	2
Uralla Shire Council	2
Gwydir Shire Council	1
Walcha Council	8
TOTAL	65

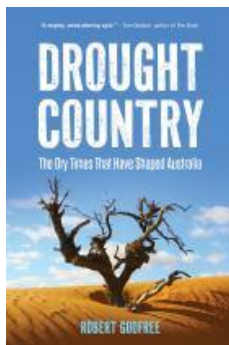
Maps - 107 maps were digitised in 2024-25



Local studies titles of interest acquired in 2024-25 include:

- **One of a kind: the adventures of Cleo from Go-Set magazine 1966 – 1974/ Clelia Adams (2024)**
Once upon a time a girl from Italy ended up becoming a rocktastic princess on Australia's legendary GO-Set Magazine, hung out with the Rolling Stones, Yes and Led Zeppelin to name just three, then married a musician, decamped to Tamworth where she spent 26 years becoming a key figure in Australia's country music capital, before heading off to laidback Mullumbimby in northern New South Wales. Wait, there's more! She recorded and released her first solo album at 50 years old and rapidly became a superstar in Europe as well. And she had two brain tumours, a hip replacement, got divorced, remarried, and was flooded in for weeks on end. Hard to believe? That's only a taste of my tale.
- **The bravest scout at Gallipoli / Ryan Butta (2024)**
Harry Freame was the first Australian to win the Distinguished Conduct Medal at Gallipoli. Raised as a samurai, he risked his life again and again to scout the beaches and hills of the battlefield, reporting invaluable intelligence back to his officers and relieving stranded soldiers who otherwise would surely have died. Some say he should have got the VC but didn't because he was half-Japanese, a fact he tried hard to conceal. After the war, Harry (real name Henry Wykeham Koba Freame) became a soldier settler and champion apple grower at Kentucky, outside of Uralla. He also became a spy.
- **More Walcha Stories Bob Walsh (2025)**
The stories in this book are a continuation of those in "Walcha Stories" which was produced early in 2021. This collection of stories is, for the most part, about the ongoing development of the town and district.....The stories of Walcha in this book are about bushrangers, banks, boxing, football, rifle and gun clubs, fishing, timber, sports, clubs, gold mining, auctioneers, milk, butter, outlaws and much more.
- **John Gill 1823 -1889: a long way from Ireland / Annette Gill (2013)**
An extensive history of the Gill family at Moonby/Moonbi.

- **Drought country: the dry times that have shaped Australia / Robert Godfree (2025)**



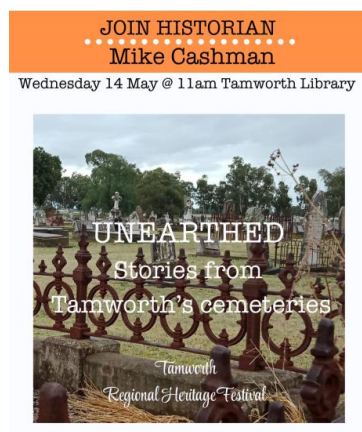
The author is an ecologist who developed a passion for understanding the history and environmental impacts of drought while growing up in northern New South Wales (Narrabri area). He has worked as a Research Scientist at CSIRO since 2000. With analysis and insights informed by his childhood in rural Australia and career in research science, he reflects on the choices made during each of these crises and looks to the future of what is becoming a more volatile and human-dominated continent. "Drought Country" is a timely exploration of this continent's harsh climate, providing useful insights for land managers, the scientific community, environmentalists and general readers.

- **The Barraba and District Hospital Centenary Cookbook 1891 – / J Artis, C Bridges & S Perry.**
Treasured recipes & anecdotes accompanied by drawings by Harry Frost.

Local Studies Events

'Unearthed', Stories from Tamworth's cemeteries.

Presented by Mike Cashman, a Life Member of Tamworth Historical Society Inc., the talk featured three people from the first cemetery who have been moved to Tamworth Council Cemetery Showground Road, plus six other notable people from Tamworth's history including the first hospital Matron.



Strategic Plan Outcome - Innovation

CNRL will use technology to solve problems and promote equity

CNRL will	
1	Seek smart solutions to problems
2	Trial new collections and services
3	Build digital equity within the community through access to technology and online services
4	Seek grant funding to increase learning opportunities for the community

How will we know if CNRL is successful?		2024-2025
1	Number of innovative ideas implemented and the outcomes	<ul style="list-style-type: none"> • CNRL regional digitization van – CNRL has taken delivery of the Mercedes Sprinter Van. The next stage of this project will be a fit-out and installation of equipment • After-hours access at Tamworth and Kootingal libraries – this project is 30% complete. Security systems have been upgraded in readiness for this project. • Point of Sale - rolled out by TRC at TRC sites
2	Internet and equipment use	<ul style="list-style-type: none"> • More scanners rolled out on PAPC at Tamworth • 26,293 internet bookings – slight increase on previous year – remaining steady. • 26,293 wireless bookings – slight decrease on last year – remaining steady.
3	Number of successful grant applications	<ul style="list-style-type: none"> • Tech Savvy Seniors Tamworth Regional Council, Walcha • Hunter New England Primary Health Network grant – Midday Movie Tamworth • Narrabri Shire Council received \$499,714 for the Boggabri Library – fit-out of new library • Various other small grants are listed in each Council's section of this report

Strategic Plan Outcome - Learning

CNRL will deliver learning outcomes

CNRL will	
1	Deliver inspiring and engaging library programs
2	Provide outreach services with specific targets and outcomes
3	Provide literacy programs for children and adults
4	Provide digital literacy programs
5	Encourage staff to achieve their personal best by providing staff development and support

How will we know if CNRL is successful?		2024-2025
1	Client surveyed after events	<i>This has not taken place in 2024-25</i>
2	Engagement with CNRL online programs	302 online program sessions 37,446 views
3	Number of outreach opportunities	381 events 8,344 attendees
4	Number of people who complete digital literacy training	340 sessions 3506 attendees
5	Attendance at programs	2823 events 34,287 attendees
6	Staff participation in professional development	SWITCH conference attended by Kay Delahunt, Ita Hanssens, Sarah Dean, Naomi Radford, Cassie McKenna, Bec Meikle, Shiralee Franks Readers Advisory Seminar (Ita Hanssens) (Abbey Minnage-Dehnert & Sarah Dean online) SPUN Conference – Spydus User Network - (Jacob Simmons, Sarah Dean)

		<p>Local Studies - State Working Group - Megan Pitt, Robin King, Shiralee Franks.</p> <p>Three Regional Training Days were held in the 2024-25 year (26 September, 2 February and 20 March)</p> <p>Digitisation workshop – Arts North-West in partnership with Museums & Galleries New South Wales – ‘Digital Treasures’ – attended by Robin King</p>
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Learning programs conducted in CNRL branches				
(Programs are developed and presented by both CNRL and branch staff)				
	2023-2024		2024-2025	
	Programs	Attendees	Programs	Attendees
Bingara Library	405	3882	367	4102
Warialda Library	271	2412	383	3123
Gwydir Shire Total	676	6294	750	7225
Quirindi Library	134	1045	121	1084
Werris Creek Library	127	691	117	841
Liverpool Plains Shire Total	261	1736	268	1925
Narrabri Library	390	3581	397	4124
Boggabri Branch Library	47	415	35	304
Wee Waa Branch Library	68	593	77	743
Narrabri Shire Total	505	4589	509	5171
Tamworth City Library	819	16261	779	14369
South Tamworth Library	113	927	64	296
Barraba Branch Library	80	1276	98	1160
Manilla Branch Library	21	378	Stats not supplied	Stats not supplied
Kootingal Branch Library	31	817	68	854
Nundle Branch Library	32	181	21	148
Tamworth Regional Council Total	1096	19840	1012	16640
Uralla Library (Total)	137	1088	188	1781
Walcha Library (Total)	50	709	108	1358
CNRL Total	2725	34256	2821	34287



Early Childhood Literacy

- CNRL provides Storytime kits with craft and activities. The kits are rotated between branches. CNRL has been a leader in early childhood literacy programs including baby book time and support for Dolly Parton's Imagination Library in LGAs where the program is offered.

Adult Learners Week

- Adult Learners Week was expanded this year to include the whole CNRL Region with over fifty learning-outcome driven events at branches across CNRL, with great attendance especially for hands-on workshops. See LGA reports for the sessions offered each branch.

Sydney Writers Festival

- Sydney Writers Festival was livestreamed to Narrabri, Werris Creek, Tamworth, Quirindi, Uralla, Nundle and Wyallda Libraries. Attendance increased this year. Helen Garner's session attracted 32 attendees and the Sunday morning session at Tamworth Library 'Trumpocalypse' was attended by 27 people.



Staff Development

The SWITCH conference was well attended by CNRL this year with staff from Kootingal, Narrabri, Tamworth, Quirindi, Walcha, Wee Waa and Werris Creek. Liverpool Plains Shire Library Co-ordinator attended the IFLA Summit. Two CNRL staff attended the SPUN Conference in Sydney.

In Narrabri Shire:

- Ann completed the Words Grow Minds webinar
- Janelle, Kelly and Ann completed "Childsafe Photography in Context"
- Nicole completed the Ref Excellence course via State Library of NSW
- Kelly completed the NSLA symposium "Libraries supporting media and information literacy for young people" and commenced her Diploma of Library Services.

From Nundle, Karlee Burgess attended the Conflux Speculative Fiction Writers' Festival in Canberra (personally funded) Karlee also updated her CPR qualification in November.

From Tamworth, Ita, Julian and Sarah attended STEM 2024 at CSU Port Macquarie, with a strong focus on AI but also on inclusive STEM programs. Robin King attended a two-day *Digital Treasure: Digitization and Storytelling* workshop in Uralla. The workshop was presented by Arts North-West and Museums and Galleries NSW.

Uralla staff attended Cyber Security Awareness Training to assist themselves and community members to be safe online.

Walcha Library staff completed SafetyHub training on Fatigue, Work Related Stress, Digital Hygiene, Sexual Harassment, and "The World's Oldest Safety Law" examining the history of workplace health and safety. Rebecca also completed First Aid and CPR training.

A CNRL Regional Training Day was held in September. After a Local Studies webinar and discussion with Ellen Forsyth from the State Library of NSW, refresher training was provided on the Weekly Exchange, adding Magazine Holdings, new Borrower Registrations and locating missing In-Transit Items. The

group discussed CNRL Headquarters staff changes, how we can use technology to better collaborate on CNRL-wide events, a retrospective on Adult Learners Week, the Sydney Writers' Festival and the BAD Crime Writers' Festival, the forms of Marketing and Promotion that are working well in each town, and ideas for the upcoming Central Northern Regional Library 75th Anniversary in September 2025.

All Liverpool Plains Shire library staff completed compulsory Services Australia training. Helen Fuller continued Reference Excellence training, delivered by the State Library of NSW. Shiralee Franks attended the Lake Mac GLAM workshop and the Mudgee Readers Festival and attended Leadership Training.

In Narrabri Shire, Kelly has commenced a Diploma of Library Services. Nicole has taken the State Library of NSW "Reference Excellence" course and "Drug Info" training. Lee attended the "Introduction to Trove Searching" webinar with the National Library of Australia. Ann attended the "Words Grow Minds" webinar, and Janelle has begun the "Dementia-Friendly Communities" program with Dementia Australia.

Jonathan Stilts attended two days of STICKE systems science and methodology training with Deakin University.

Walcha Library staff completed SafetyHub training, covering Manual Handling, Environmental Awareness, Ergonomics, Office Fire Management, Drugs and Alcohol, and Mental Health. Coordinator Cassie participated in GALE Resources online training.

Strategic Plan Outcomes - Leadership

'CNRL will make bold decisions and demonstrate leadership in provision of library services'

The CNRL Committee, Member Councils and staff will:	
1	Provide strategic direction for the library service
2	Advocate for appropriate funding
3	Practice good governance

How will we know if CNRL is successful?		2024-2025
1	A strategic plan is in place	CNRL Strategic Plan 2021-2026 is in place
2	New initiatives in library models and services	Three major projects are in development <ul style="list-style-type: none"> • A CNRL digitization van – Mercedes Sprinter Van is on order • After-hours access – Tamworth Regional Council is upgrading building security to accommodate this project Kootingal and Tamworth • Planning is underway at Narrabri Shire Council for a new Library building at Boggabri.
3	Two CNRL meetings held per annum	CNRL Committee Meetings held on: <ul style="list-style-type: none"> • 6 November 2024 • 23 April 2025
4	CNRL is represented at all NSWPLA meetings	CNRL has had a presence at the NSWPLA AGM and all NE Zone meetings
5	Library Statements of Financial Operations are submitted to the Library Council of NSW	Library Statements of Financial Operations were submitted by CNRL and all Member Councils
6	CNRL quarterly reports are completed	Quarterly reports have been completed
7	Grant opportunities are acted upon	Narrabri Shire Council: <ul style="list-style-type: none"> • submitted a successful Library Infrastructure Grant application for a library fit-out at Boggabri. • successful application for funding from ALIA to create Citizen Science Corners in Narrabri and Wee Waa Libraries • secured an Elsa Dixon Grant for an Aboriginal Identified PPT position Library Officer – Aboriginal Family History for the first year. • submitted an application for ALIA funding to hold programs which support Community Cohesion. Several member Councils submitted applications for Tech Savvy Seniors funding. (Tamworth, Liverpool Plains and Narrabri)

The CNRL Annual General Meeting (AGM) and Ordinary Meeting were held in November 2024 at Tamworth. Councillor Adam Iuston from Walcha Council was elected as Chairperson and Councillor Lone Petrov from Uralla Shire Council was elected as Deputy Chairperson. The CNRL Annual Report 2023/24 was presented at the AGM.

Staff from Tamworth, Liverpool Plains, Walcha and Narrabri Libraries attended the SWITCH conference in Coffs Harbour.

CNRL manager, Kay Delahunt continued in roles on the Library Council of NSW and as the chair of the Public Libraries Consultative Committee (PLCC).

Library staff remain active members of various industry working groups. Amy Rake is the convenor of the ALIA Disability National Special Interest Group, Megan Pitt and Robin King have been part of the NSW Local Studies Working Group, Jacob Simmons is part of the SPUN user group and Ita Hanssens is part of the Readers' Advisory Steering Group, the Reference Excellence Editing Group, the ALIA Adult Literacy Group and the NSW Adult Literacy Group.



Gwydir Shire Libraries



2024-2025

Gwydir Shire Libraries

Gwydir Shire Council covers 9,274 square kilometres and stretches from North Star to Upper Horton. The shire has two main towns, Bingara and Warialda, and has a population of 4,893.

Bingara Library	2023-24	2024-25	difference	% change
Library visits	17295	15642	-1653	-9.6
Membership	1510	1572	62	4.1
Loans	10020	8704	-1316	-13.1
Stock	6117	6028	-89	-1.5
New Stock	417	512	95	22.8
Reservations	1445	1161	-284	-19.7
PC Bookings	2452	1898	-554	-22.6
Wi-Fi Sessions	4270	4990	720	16.9

Warialda Library	2023-24	2024-25	difference	% change
Library visits	7425	10178	2750	37.0
Membership	818	862	44	5.4
Loans	5761	5912	151	2.6
Stock	5244	5191	-53	-1.0
New Stock	252	304	52	20.6
Reservations	765	1032	267	34.9
PC Bookings	1219	1341	122	10
Wi-Fi Sessions	3088	2699	-389	-12.6

Community Building

CNRL will build community through physical and digital engagement and spaces

- Gwydir libraries are promoted on social media pages, through visits to residential facilities and aged care day centres and by chatting to the residents. Promotion also happens with flyers, information packs, posters and the local newsletter. Social media posts are shared to the Gwydir Shire page, Bingara Notice Board, Bingara chat page.
- Non library members are targeted at promotional events across the shire, events such as welcome to the Gwydir for new residents.
- Bingara Library space is used by community organisations for meetings, sessions, and gatherings such as the opportunity shop for parades, RSL members for meetings, child services.
- Warialda Library has had a declutter and looks clean and inviting for clients.



Collaboration

CNRL will extend its reach with collaboration and partnership

- Both libraries have collaborated with the retirement and nursing home staff to provide activities for the residents as well as demonstrating e-resources allowing the residents access to audio material.

- Both libraries have collaborated with council and local schools by assisting with events, promotions, activities and more.
- Gwydir Shire branches collaborated with the Commonwealth Home Support Program with library programs and supporting their own programs.
- At Bingara Library members of the public meet with Gwydir Shire Council staff for booked sessions in the Bingara Library study rooms.
- Hearing Australia conducted free hearing tests in Bingara Library, continuing to a second day due to demand.
- Bingara Library celebrated 5 years in the current building on February 14, Library Lovers Day. A cross-section of the community, aged care facilities and groups were invited to a special morning tea to celebrate.
- Gwydir Shire Libraries have been hosting craft sessions for members of the Challenge disability group.
- Gwydir Shire Libraries collaborated with *Tharawonga*, Gwydir's mobile resource unit, providing activities for children. The resource unit has established a long day care centre in both communities and staff from both libraries host storytelling sessions, bulk loans and more.
- Bingara and Wialda Libraries have hosted Storytime and activity sessions with the toy library, play group and preschool.
- Both libraries have collaborated with council departments, the libraries form part of community asset team which is responsible for planning, preparing, and hosting community events across the shire. There are numerous benefits being part of this team the main one being we are constantly informed regarding community events and how the library can assist or promote.

Resources

CNRL will provide resources that inspire its communities and keep them engaged with learning, creating and culture.

- Bingara and Wialda branches held sessions to demonstrate how to use the CNRL website to find databases and resources such as Ancestry.com, Haynes and National Geographic.
- Library members are encouraged members to suggest latest items for purchase and this information is passed on to the appropriate person at CNRL.
- Both branches promote the online collection when delivering *Be Connected* internet tutorials.
- Branch staff have been working with the local history societies to identify gaps in the local history collection.

Innovation

CNRL will use technology to solve problems and promote equity

- Helen and Nerissa attended Questacon training and will host STEM sessions in the coming months as part of the after school and holiday program.
- Bingara Library has been meeting with the local school, planning to collaborate regarding resources for children with disabilities and reading difficulties.
- Gwydir Shire libraries are in the planning stage of holding sessions at local seniors' facilities and groups, to deliver Internet and e-resource sessions to the over 75's.

Learning

CNRL will deliver learning outcomes

Gwydir Shire library branches held trivia in the library and at the retirement and nursing homes, held full library tours including behind-the-scenes. Many long-term residents of the Shire were surprised to learn the library is free.

- Device Advice sessions have been held to help people to learn how to use the many library apps, and E-Resource sessions to teach participants how to find resources on the library website.
- The BAD Sydney Crime Writers Festival was streamed live to Bingara.
- Bingara Library visited Bingara Toy Library to hold Story Time and Learning Through Play sessions.
- Gwydir Shire libraries both provided “Be Connected” programs, incorporating library web and e-resource tutorials into the sessions, and regular Tuesday/Thursday one-on-one “e-resources” sessions.
- After school programs and programs for seniors continue to be popular in Gwydir Shire.
- The CNRL Innovation Studio brought the VEX Robot “Capture the Flag” STEM workshop for a school holiday program at Warialda Library. Participants used VEX Robots in a game of strategy and skill.
- Bingara Library visited the school for storytelling and activity session.
- Gwydir library assistant Nerissa attended full-day CNRL training and induction in Tamworth.

Leadership

CNRL will make bold decisions and demonstrate leadership in provision of library services

- Gwydir Shire Council has appointed a permanent part time library trainee for 4 days a week
- Gwydir Shire Council has employed a school-based trainee 1 day a week during school term and as a casual assistant during school holidays.
- Bingara Library currently has three volunteers.



- Gwydir Shire has submitted a grant funding application for “Be Connected - stay safe online week”.
- Gwydir Shire Council is seeking feedback from residents on a proposal to move the Warialda Library to the currently vacant courthouse on Stephen Street, Warialda.



Liverpool Plains Libraries



2024-2025

Liverpool Plains Shire Libraries

Liverpool Plains Shire Council (LPSC) covers 5,121 square kilometres. The shire has a population of 7,670. The main towns are Quirindi, Werris Creek and Willow Tree.

Both libraries in Liverpool Plains are modern, spacious, bright and fit for purpose.

Quirindi Library	2023-24	2024-25	difference	% change
Library visits	15590	16138	548	305
Membership	4389	4467	78	1.8
Loans	22961	21395	-1566	-6.8
Stock	8340	8527	187	2.2
New Stock	645	777	132	20.5
Reservations	4508	4159	-349	-7.7
PC Bookings	954	850	-104	-10.9
WiFi Sessions	988	1091	103	10.4

Werris Creek Library	2023-24	2024-25	difference	% change
Library visits	8297	7386	-911	-11.0
Membership	1639	1643	4	0.2
Loans	5803	4913	-890	-15.3
Stock	6540	6254	-286	-4.4
New Stock	470	561	91	19.4
Reservations	1779	1144	-635	-35.7
PC Bookings	577	588	11	1.9
WiFi Sessions	561	465	-96	-17.1

Community Building

CNRL will build community through physical and digital engagement and spaces

- School holiday activities were delivered during April, at both Quirindi and Werris Creek Libraries. Activities included an Easter craft, LEGO, and Race and Chase delivered by CNRL.
- A choir has started up at Werris Creek Library called Undercover Harmonies. The choir invited members of the public to come along and join them in a fun afternoon of singing. Twenty-one members of the public attended the event, two songs were sung and a good time was had by all.
- A Wallabadah Community Day was held at the Wallabadah Hall during Youth Week. The library had a stall on the day promoting library services and assisted with the colour run by taking photographs.
- Quirindi Library participated in the "Sunflowers on the Plains" community promotion with sunflowers planted outside the library, maps of currently flowering fields in the shire, and community members colouring in sunflower pictures for display on the library wall.
- For *Grandparents Day* Council provided a bus to bring Quirindi Preschool to the library - activities included a reading nook, craft stations, Lego stations, a puppet show, colouring-in, singing and morning tea.
- In Liverpool Plains Shire the "Seniors Festival" was celebrated at both libraries. Werris Creek Library celebrated with a ukelele concert catered by FOTL, while Quirindi Library celebrated

with a catered Trivia afternoon with 15 attendees pitting their wits against each other and a nail-biting win by 1 point

- Werris Creek Library celebrated their 17th birthday with a party which included the Werris Creek Pre-school, SORA, Friends of Werris Creek Library and the local community - with a cake, making of birthday hats, and a dance by the preschool children.
- Quirindi Library assisted in organising the NAIDOC Community Day in Quirindi. A library stall was set up showcasing what the library has to offer, including resources in Gamilaroi language
- Quirindi Library started a new fortnightly "Sit and Stitch" craft group, with members currently working on cross-stitch, knitting, quilting, sewing, and crocheting.

Collaboration

CNRL will extend its reach with collaboration and partnership

- Bamara Parent Pathways had a stall at the Quirindi Library promoting their services.
- Quirindi Home Library Service continued with GoCo delivering the items library staff have selected.
- Both Quirindi and Werris Creek Libraries continue to provide a meeting location for their respective Friends of the Library groups. Werris Creek Library also provides a meeting location for a local knitting group, and North and North-West Legal Service.
- Quirindi Library collaborated with Tamworth Family Support Service to deliver a playgroup Storytime at Bell Park Quirindi. The event was also attended by other services including Carers NSW, NDIS, Walhallow Health and Pathfinders.
- Quirindi Library has been collaborating with *Winanga-Li* to provide two new activities in the library. The first is a Cultural Storytime every Friday morning. Winanga-Li staff provide a story, teach some language, sing a song, then do some craft. It is being run on a trial basis this term and will continue if there is enough attendance. *Winanga-Li* are also running their "Big Sis, Lil Sis" young women's mentoring program in the library.
- Werris Creek Library collaborated with Landcare during the school holidays, running a "bee hotel" workshop that was well attended, learning information about bees while they constructed their bee hotels.
- Liverpool Plains Shire libraries collaborated with Tamworth Family Support Service (TFSS) to deliver 'Pop-Up Playgroup' events with craft, games, literacy and numeracy activities taking place each month at Quirindi and Werris Creek library branches, with Friends of the Libraries provide a morning tea.
- Liverpool Plains libraries collaborated with Hearing Australia to offer free hearing checks in the library to adults, conducted by Hearing Australia staff.

Resources

CNRL will provide resources that inspire its communities and keep them engaged with learning, creating and culture

- Quirindi Friends of the Library have purchased new furniture for children's picture books, making all picture book shelving at the branch consistent.
- Werris Creek Library hosted a BBQ and Book Sale held by the Friends of Werris Creek Library.

Innovation

CNRL will use technology to solve problems and promote equity

Learning

CNRL will deliver learning outcomes

- Both Quirindi and Werris Creek Libraries deliver weekly Story Time sessions. In Werris Creek these are run by Friends of Werris Creek Library.
- Quirindi Library hosted Maya Linnell for an Author Talk on a Saturday morning. 23 people attended the talk where the author was interviewed by the Library Services Coordinator. The talk was very interesting. Afterwards Collins Booksellers sold copies of Maya's book.
- National Simultaneous Storytime was celebrated at the Werris Creek Public School. Helen visited the school to read the story "The Truck Cat" by Deborah Frenkel. After the story was read the children made their own paper truck cat to take home with them.
- For Adult Learners Week, Liverpool Plains Shire library branches hosted trivia events and ran a felting workshop.
- All Liverpool Plains Shire library staff completed compulsory Services Australia training. Helen Fuller continued Reference Excellence training, delivered by the State Library of NSW. Shiralee Franks attended the Lake Mac GLAM workshop and the Mudgee Readers Festival and attended Leadership Training.

Leadership

CNRL will make bold decisions and demonstrate leadership in provision of library services

- Shiralee Franks is taking part in a WHS Mentoring program through State Cover.
- Shiralee Franks, the NSWPLA Full Zone Meeting via zoom.
- Shiralee Franks is completing the Learn with Novelist training through the State Library of NSW.
- Shiralee Franks also attended the IFLA Summit.
- Shiralee Franks attended the CNRL Committee AGM and ordinary meetings in November.
- Shiralee Franks attended the ALIA Information Online conference., and Library staff attended the Readers Advisory Seminar online.
- Liverpool Plains libraries were successful in their application for Tech Savvy Seniors grants.



Narrabri Shire Libraries



2024-2025

Narrabri Shire Libraries

Narrabri Shire Council covers 13,065 square kilometres. The shire has a population of 12,796 and the main towns are Narrabri, Wee Waa and Boggabri.

Narrabri Library	2023-24	2024-25	difference	% change
Library visits	22806	21472	-1334	-5.8
Membership	9407	9587	180	1.9
Loans	38317	34547	-3770	-9.8
Stock	15387	14800	-587	-3.8
New Stock	1032	1247	215	20.8
Reservations	10339	11107	768	7.4
PC Bookings	3258	4117	859	26.4
Wi-Fi Sessions	2247	2143	-104	-4.6

Boggabri Library	2023-24	2024-25	difference	% change
Library visits	895	872	-24	-2.7
Membership	620	638	18	2.9
Loans	3402	3005	-397	-11.7
Stock	3633	3614	-19	-0.5
New Stock	234	283	49	20.9
Reservations	385	334	-51	-13.2
PC Bookings	76	108	32	42.1
Wi-Fi Sessions	162	333	171	105.6

Wee Waa Library	2023-24	2024-25	difference	% change
Library visits	10737	12550	1813	16.9
Membership	2167	2243	76	3.5
Loans	9167	9929	792	8.3
Stock	4766	4612	-154	-3.2
New Stock	372	480	108	29.0
Reservations	1080	2984	163	5.8
PC Bookings	1711	2288	577	33.7
Wi-Fi Sessions	2779	2663	-116	-4.2

Community Building

CNRL will build community through physical and digital engagement and spaces

- Narrabri Library held an Author Talk with Nicole Alexander for her latest novel "The Limestone Road", in conversation with library coordinator Naomi Radford. With extensive promotion on radio, Facebook and the shire's weekly newsletter, the talk was well attended.

- Narrabri Library had a movie screening of “The Bookshop” as a morning matinee for Seniors, with attendees requesting more movie screenings in the future. Narrabri is also holding a monthly “create without barriers” monthly adult craft group.
- Narrabri Libraries have weekly book reviews on the Narrabri Community Radio
- Baby Rhyme Time and Storytimes at all Shire branches are promoted on Shire Libraries FB page and the Narrabri Shire’s What’s on newsletter
- Young Einstein’s Science Club have been established in Boggabri, Narrabri and Wee Waa libraries.
- In the April School Holidays *Teddy Bears Picnics* were hosted in the parks. Children, parents and grandparents enjoyed stories, craft and a sing-alongs (Bellata, Boggabri, Gwabegar, Narrabri and Wee Waa)
- Circle Weaving was offered in the April school holidays.
- Mayor Darrell Tiemens read this year National Simultaneous Storytime at Narrabri Library.
- Home Library Services have taken place to Boggabri, Narrabri, Pilliga and Wee Waa.
- The mobile library service services Bellata, Gwabegar and Pilliga and is promoted on radio, print and social media, and the CNRL website.
- Monthly Adult Craft Group – Create Without Barriers at the Narrabri Library
- New program for Adults – Monthly Morning Movies Held the first Wednesday of every month
- Sydney Writers Festival streamed Live & Local at Narrabri and for the first time at Wee Waa Library.



Collaboration

CNRL will extend its reach with collaboration and partnership

- Free Tax Help was made available at Narrabri Library in association with the Australian Tax Office. The Tax Help programs were available with help from accredited volunteers assisting people that met the eligibility criteria to lodge their tax returns online.
- The Narrabri Shire library service collaborated with primary schools and OOSH in Bellata, Boggabri, Gwabegar and Pilliga to run STEM workshops, held a Mini Interactive Science Fair for Science Week at Narrabri and Wee Waa library branches and celebrated National Wattle Day – our floral emblem – with special editions of Storytime and the Young Einstein’s Science Club.
- Narrabri Library collaborated with Narrabri Shire Council’s Community Development to run Device Advice at the Aquatic Centre.
- Collaboration with local disability services to provide monthly craft programs at Narrabri Library, and visits to their premises for Storytime and music.
- Collaborating with Bellata, Boggabri OOSH, Pilliga and Gwabegar primary schools to run STEM workshops.
- Collaboration with Hunter New England Health to facilitate Dolly Parton’s Imagination Library registrations.

Resources

CNRL will provide resources that inspire its communities and keep them engaged with learning, creating and culture

Innovation

CNRL will use technology to solve problems and promote equity

Learning

CNRL will deliver learning outcomes

- “Tech Savvy Seniors” program which promotes digital literacy and social inclusion was launched during Adult Learners Week in Boggabri Library. Over a ten-week term library staff teach seniors to build the skills and confidence to use computers, tablets and smartphones to keep in touch with family and friends, access government, health and other essential services, discover more about the things they love - and be savvy enough to avoid scams.
- The BAD Sydney Crime Writers Festival was streamed live at Narrabri Library.
- The Innovation Studio brought its Wind Skating STEM Workshop to Narrabri and Wee Waa for the school holidays. Participants had to custom-build sails onto robots to solve a wind-tunnel powered physics challenge.
- The Innovation Studio presented a Robot Soccer STEM Workshop at Wee Waa Library where participants formed teams to drive Vex Robots around an arena to kick, pass and score goals. This required teamwork, strategy and driving skills.
- Early literacy in-house programs include Storytime, Baby Rhyme Time, 1000 Books Before School and Dolly Parton’s Imagination Library.
- Outreach Storytimes and STEM programs are delivered to local pre-schools and small primary schools.
- Adult programs include Library Book Groups, Brain Training, Knitting & Device Advice bookings on request.
- Narrabri and Wee Waa staff attended the SWITCH Conference at Coffs Harbour.

- Ann completed the Words Grow Minds webinar.
- Janelle, Kelly and Ann completed “Child safe photography in context”.
- Nicole completed the Ref Excellence course via State Library of NSW.
- Kelly completed the NSLA symposium “Libraries supporting media and information literacy for young people” and commenced her Diploma of Library Services.

Leadership

CNRL will make bold decisions and demonstrate leadership in provision of library services

- Narrabri was successful in sourcing funding from ALIA to create Citizen Science Corners in Narrabri and Wee Waa Libraries.
- An Elsa Dixon Grant has been secured for an Aboriginal Identified PPT position *Library Officer – Aboriginal Family History* for the first year.
- Application submitted for tech Savvy Seniors Grant.
- Application submitted for funding from ALIA to hold programs which support Community Cohesion.
- Naomi Radford addressed the 30th Anniversary of Friends of Libraries Australia at the State Library of NSW in October.
- Kelly attended the NSW public library online reference seminar 2025.





Tamworth Region Libraries



2024-2025

Tamworth Regional Council Libraries

Tamworth Regional Council (TRC) covers 9,653 square kilometres. The region has a population of 65,908 and supports six branch libraries. Two branches are in the regional centre and the others are in the outlying towns of Barraba, Manilla, Kootingal and Nundle.

Tamworth Library	2023-24	2024-25	difference	% change
Library visits	72282	71966	-316	-0.4
Membership	39068	40317	1249	3.2
Loans	131924	129294	-2630	-2.0
Stock	50459	52653	2194	4.3
New Stock	4796	5883	1087	22.7
Reservations	10066	16732	6666	66.2
PC Bookings	9933	8702	-1231	-12.4
Wi-Fi Sessions	9312	10355	1043	11.2

South Tamworth	2023-24	2024-25	difference	% change
Library visits	21276	21541	265	1.2
Membership	7515	7612	97	1.3
Loans	31121	28876	-2245	-7.2
Stock	11155	12013	858	7.7
New Stock	1175	1397	222	18.9
Reservations	5689	7810	2121	37.3
PC Bookings	3228	3473	245	7.6
Wi-Fi Sessions	Not available			

Barraba Library	2023-24	2024-25	difference	% change
Library visits	4177	3663	-514	-12.3
Membership	1517	1530	13	0.9
Loans	7316	6058	-1258	-17.2
Stock	5066	5087	21	0.4
New Stock	372	457	85	22.8
Reservations	724	569	-155	-21.4
PC Bookings	343	458	115	33.5
Wi-Fi Sessions	965	796	-169	-17.5

Kootingal Library	2023-24	2024-25	difference	% change
Library visits	2423	4179	1756	72.5
Membership	1850	1913	63	3.4
Loans	6444	6842	398	6.2
Stock	6018	6518	500	8.3
New Stock	576	791	215	37.3
Reservations	814	919	105	12.9
PC Bookings	202	299	97	48.0
Wi-Fi Sessions	652	287	-365	-56.0

Manilla Library	2023-24	2024-25	difference	% change
Library visits	<i>not available</i>	1313		
Membership	2574	2599	25	1.0
Loans	6171	5031	-1140	-18.5
Stock	5490	5788	298	5.4
New Stock	372	511	139	37.4
Reservations	727	474	-253	-34.8
PC Bookings	551	681	130	23.6
Wi-Fi Sessions	1000	556	-444	-44.4

Nundle Library	2023-23	2024-25	difference	% change
Library visits	5064	4969	-95	-1.9
Membership	578	574	-4	-0.7
Loans	2706	2433	-273	-10.1
Stock	4222	4528	306	7.2
New Stock	389	391	2	0.5
Reservations	440	369	-71	-16.1
PC Bookings	325	260	-65	-20.0
Wi-Fi Sessions	372	409	37	9.9

Community Building

CNRL will build community through physical and digital engagement and spaces

- Tamworth City Library visits Oakwood Dementia Respite Centre to run STEM activities.
- Tamworth City Library shared a stand at the first Aged Care Expo to highlight the programs and resources that the library has for senior.
- Tamworth City Library had a stand the Links Disability Expo to highlight the Accessible Story Time, Accessible STEM and Accessible Adult Literacy sessions that give participants learning opportunities and rewarding quality-of-life activities.
- Tamworth City Library was invited by the Department of Education to be a part of Aboriginal and Torres Strait Islander's Day with craft activities for children. Childrens Services Officer was invited on stage by ABC TV's Playschool to deliver Story Time to the audience.
- The Learning Experiences team promoted the library's makerspace resources by creating a photobooth using the makerspace's electronics - participants used the free photobooth to

capture fun photos of themselves that they could then download onto their phone via QR code at Tamworth's "A Winters Night" street event in August and the "Imagine Childrens Festival" in September.

- Barraba Library celebrated the Barraba War Memorial Clock Centenary on Remembrance Day, with the library shop window featuring an installation created by the *Storytime* and *Afterschool* children to remember service men and women.
- Nundle Library hosted Nundle Preschool for a themed story and activity for Halloween, and organised end-of-year get togethers for the Nundle Writers' Group, Nundle Book Group and the Nundle Community Garden volunteers
- South Tamworth Library has worked with disability support services to engage with their clients through additional games and craft activities at the library.
- Tamworth City Library held a "Library Christmas Choir" in the library after hours, with participants learning how to sing Frank Sinatra's version of "Jingle Bells" and Billy Mack's "Christmas is all around".
- Tamworth City Library hosted visits from Bambini Preschool, St Nicholas Primary, and held outreach sessions at Milestones Early Learning Centre, the Ekidna School of Early Learning, and the Dhiyaan Playgroup.
- The Library's Learning Experiences Team attended as judges at the VEX robotics competition at Farrer High School with attendees from both Sydney and Tamworth, judging robots against design, engineering and durability criteria with the winner to attend state championships in November.
- Kootingal Library held an "Opening Week Celebration" in January to encourage locals to check out the new library facilities. This included a musical Storytime with country music star Aleyce Simmonds, teddy bear's picnic and sleepover, movie screening of *The Wild Robot*, and an open day with the Kootingal Craft Group. The Learning Experiences team provided interactive stations with the 3D printer, Macroscopic and Rubik's Cube Solver. Robotics workshops were held later in the week featuring a Sphero Obstacle Course and Vex Robot Capture the Flag. A staff member from Tamworth Regional Council's Sustainability Unit ran a Bike Repair workshop to demonstrate how to use the new permanent bike repair station located at the front of the library. These programs and events have generated a great interest in Kootingal Library from non-members and generated a spike in visits, loans and new memberships. It has also seen many community groups and not-for-profits come in to utilise the space for work, leisure, and learning.
- Tamworth City Library hosted country music star Aleyce Simmonds during the Tamworth Country Music festival to facilitate a musical Storytime with 99 attendees for stories and songs. Scheduled on the first day of the festival it highlighted the library to visiting families as a safe, free, cool refuge during the heat and noise of the festival.
- Over 40 people listened to Mike Cashman's 'Stories from Cemeteries' during Heritage Week. He shared fascinating tales about the lives and legacies of early European pioneers. Attendees appreciated that the library hosted this event, and the refreshments offered after the talk.
- Tamworth, Nundle and Kootingal branches participated in live streaming the Sydney Writers Festival.

Author talks included:

- Chris Hammer launched "The Valley" in conversation with ABC Radio's Kristy Reading and shared his journey from journalist to best-selling crime author.
- Benjamin Stevenson talked about his Ernest Cunningham series and "Everyone this Christmas has a Secret" in conversation with library services coordinator Jonathan Stilts, with the audience all in Christmas Cracker hats.
- Former Premier of NSW John Brogden AM spoke about his moving experiences interviewing Australians who survived suicide for his book "Profiles in Hope".
- Tea Cooper and Sarah Barrie, in conversation with each other for a double-bill author talk – two very different authors discussing two very different books.
- Bec Nanayakkara, local author, who has had three books published since 2020. Bec presented special Storytime and craft sessions to promote her new book "The Jolly Swagman".

- Gina Chick gave an inspiring and energetic talk. Over 200 people attended at Tamworth City Library. She talked about her life; the book she wrote about it (We are the stars) and her mother Susan Chick and grandmother Charmian Clift who are both bestselling Australian authors as well. The crowd laughed and got teary while listening to Gina's story and to finish the talk, Gina got everyone to stand up and the whole audience participated in a song she wrote for her upcoming TED talk. Collins Bookseller sold out of Gina's and her mother's books and Gina signed all books with a personalised poem. Gina graciously posed for photos with the audience and everyone went home smiling.
- Maya Linnell had an in-conversation style author talk with Jonathan Stilts.

Collaboration

CNRL will extend its reach with collaboration and partnership

- Barraba Library collaborated with the "Frost Over Barraba" community event organisers to support their request for more children's entries into the festival's art exhibition. Barraba Library's after school Art Club taught art techniques and gave children the time to create pieces to enter the exhibition, with neighbouring town's Manilla Library also contributing with a similar program.
- Free Tax Help was made available at Tamworth City Library in association with the Australian Tax Office. The Tax Help programs were available throughout the quarter with help from accredited volunteers assisting people that met the eligibility criteria to lodge their tax returns online.
- Nundle Library hosted the NSW Electoral Commission's pre-polling for the NSW local election. Nundle Library also collaborated with the Nundle School P & C OOSH by running School Holiday Programs for them in addition to other local children, and once construction work commenced at the library by running outreach sessions at the OOSH as the library was deemed unsafe for that ratio of children-to-supervisors.
- Tamworth City Library collaborated with Tamworth Regional Gallery, Tamworth Museums, Tamworth Astronomy & Science Centre, Tamworth Historical Society, Tamworth Film and Sound Archive and other community services to host a GLAM Night where school educators and parents could sample our outreach services, school visit opportunities, workshops and general services.
- Tamworth City Library collaborated with Tamworth Family Support, Goodstart Calala and 2Rivers to host a NAIDOC week Campfire story time with local elder Aunty Audrey Trindall reading a story Goodstart Calala had written with Uncle Len Waters. The library also provided playdough with bush tucker herbs and natural items and stamps to create artworks while learning about traditional herbs.
- Tamworth City Library collaborated with Dolly Parton's Imagination Library to create a graduation event for children who joined the program at the start in 2019 and who will leave the program at the start of kindergarten in 2025. The library brought Craft and STEM activities to this gala event, plus a continuous three-hour magic show from our resident library magician.
- The Learning Experiences team collaborated with Uncle Len Waters, the Wiradjuri community at Wagga Wagga, Wagga Wagga Art Gallery, NSW Department of Education's Arts Unit, the Art Gallery of New South Wales and Tamworth Regional Gallery to produce school workshops for eight visiting public schools to create meaningful cultural artworks for the annual Walaaybaa (HOME) program to be exhibited at Tamworth Regional Gallery.
- Barraba Library collaborates fortnightly with the Barraba Central High School Inclusion Class. They visit the library to participate in STEAM and craft activities. It is a great opportunity for the children to practice their social skills and stretch them outside their classroom environment. One session was to test the children's engineering skills with the Marshmallow and Toothpick Building Challenge with some interesting structures created, and a few marshmallows eaten along the way.

- Kootingal Library collaborated with the “Christmas on Gate Street” Committee to help plan the community Christmas event funded by the Open Streets Program - NSW Government Vibrant Streets package. Kootingal Library held a scavenger hunt with 3D printed medallions as prizes, ran a Christmas Craft stall and the Innovation Studio’s popular Photobooth. Tamworth Library’s Children’s Services office Emceed the event and held a Storytime up on stage.
- Nundle Library assisted in promoting “Art on The Street” - a community activity focused on children which coincided with the Nundle Art Show and Christmas Market. The initiative was funded and organised through Tamworth Regional Council. Nundle Library continues to build strong networks through face-to-face interaction with the CWA, Nundle Preschool, Nundle Public School, Nundle “Pot of Gold” Foodbank, and the CWA Health Centre.
- South Tamworth Library has collaborated with the Water Security Alliance Group to promote water conservation with book displays, and fliers promoting the open gardens to showcase ways to save water and make gardens more sustainable. Due to the increased attendance figures the WSAG will continue the partnership on an annual basis.
- City Library staff attended Oxley Vale’s One Stop Shop to run craft workshops and promote library programs and services to the suburb along with services from all over the region.
- Tamworth City Library collaborated with the Wilderness Society for Nature Book Week with displays, themed Storytimes and discussions across branches and at outreach sessions.
- The Learning Experiences Team collaborated with Council for the annual Powerhouse Museum Open Day event with a Sphero Robotic Obstacle Course challenge for visiting students from six of the small schools’ alliance.
- Kootingal Craft Group and Kootingal Book Club are now holding their regular meetings at the new Kootingal Library. Both have gained several new members from the “Opening Week Celebration” and the groups and the library have been assisting each other with promotion.
- Tamworth Regional Council’s customer service has been operating out of Kootingal Library seeing non-users come in for the first time to access council services - however, due to technical issues with phone lines this has temporarily ceased until the issues are resolved.
- Nundle Library continues to collaborate with Upper Peel Landcare in the development of the Community Garden, with the group now meeting at the library.
- The Tamworth Library has provided JP services to the community every Thursday 10am – 12pm.
- On Tuesday, from midday, Tamworth Library provides vulnerable members of the community with free movies (via Beamafilm and Kanopy services) and socialising opportunities, with a free lunch and refreshments now made possible by funding from SORA (previously known as Tamworth Family Support Services). Food service is assisted by volunteers from the Community Hub connections (e.g. SORA, Billabong Cottage, Healthwise Nurses) and other local services, who also spread the word to those in the community who most need it.
- In June the Learning Experiences Team provided software support for the TRC branding animation projection.
- The Learning Experiences Team provided the Skylap activity at the Renewable Manilla event in April. The activity involved children and adults building a plane out of simple materials to fly using a power anchor. This required design and engineering skills as well as learning about aerodynamics drag and angle of attack.

Resources

CNRL will provide resources that inspire its communities and keep them engaged with learning, creating and culture

- The new Kootingal Library offers additional resources to the community including:
 - a third public PC (all PCs now have scanning capabilities)
 - a meeting room with a multimedia screen (capacity of 20 people)
 - new wheeled shelving creating a larger, adaptable collection space, and
 - a digital advertising screen.

- Kootingal Library added the “National Geographic Kids” magazine to its physical collection
- Nundle Library members have requested more genre fiction - particularly thrillers, mysteries, and historical fiction. Borrowing trends are moving away from romance, westerns, and horror.
- Kootingal Library now holds a small selection of Junior Dyslexic print books as part of CNRL’s expanding collection.
- Kootingal Lions Club donated six picture books to Kootingal Library featuring stories about living with dementia, child safety and the fabulous work of the Australian Lions Hearing Dogs.
- Nundle Library is now also the Visitor Information Outlet, and the library staff position description now identifies this along with responsibility for cultural development at a local level.

Innovation

CNRL will use technology to solve problems and promote equity

- Tamworth City Library installed an HIV Testing Kit vending machine in a discreet area of the *Health* section of the library. In partnership with NSW Health this vending machine allows people to discreetly access up to 4 free HIV testing kits per month.
- Tamworth City Library has seen an increasing number of children with additional needs attending Story Time, including but not limited to autism, hearing issues and speech delays. This has led Tamworth to incorporate different sensory experiences into the Storytimes including scarf play, musical instruments and props – and to incorporate Australian Sign Language in a broader capacity than before, including learning the song ‘I can sing a rainbow,’ in AUSLAN.
- Nundle Library now has a variable-height (sitting to standing) desk, which gives more ergonomic options to staff.

Learning

CNRL will deliver learning outcomes

- Library branches celebrated National Book Week this quarter with the theme “Reading Is Magic”. Barraba hosted three classes from St Joseph’s Primary School to transform the library into a magical place by creating their own fairy tale illustrations and stories in groups, with their created books now on display at the St Joseph’s school library.
- Nundle Library hosted grades K, 1 and 2 from Nundle Public School, and visited the school for Story Time.
- Tamworth City Library attend centres and schools in addition to a large number of school children visiting the library for a three-event program of Book Week Reviews, a Magic Show where illusions were performed then explained by our two resident library magicians, and a Tamworth Regional Gallery tour of works from the permanent collection especially selected for the theme “Reading is Magic”.
- Barraba and Manilla library branches hosted creative nights of social painting and conversation to tie in with the “Frost over Barraba” art festival.
- Kootingal, Manilla, South Tamworth and Tamworth library branches held hands-on fermented sauerkraut workshops to teach participants not just a practical recipe but also the science behind fermentation.

- Tamworth City Library held a number of Adult Learners Week hands-on workshops: Craft and Chat saw participants yarning in both sense of the word, Library Choir saw music teacher Danielle Jones get a large group of beginners singing two songs impressively, the Library Innovation Studio helped adults through a steep learning curve to 3D design buttons and print them on the 3D printer, the Tamworth CWA Evening Group held a booked-out Cake Decorating workshop, a Learn to Cross Stitch workshop that saw participants come back for more the next week, a Local History training session to get people on the path to creating their family tree, plus many more workshops. Tamworth also held talks: the keynote speaker Grahame Neville spoke on how he learned to read as an older adult and how it changed his life, bestselling author Hugh Mackay zoomed into two Book Group Discussions, and RUOK ambassador Danny Dalton taught the four steps of an RUOK conversation.
- The Learning Experiences Team provided a Wind Skating STEM Workshop for school holiday programs at Manilla and Tamworth libraries, where participants had to custom-build sails onto robots to solve a wind-tunnel powered physics challenge.
- South Tamworth Library is now hosting a Baby Book Time program.
- Tamworth City Library hosted author Dr David Beirman for a non-fiction Author Talk as he spoke about his latest book "Handbook on Crisis and Disaster Management in Tourism" and discussed risk, crisis, and disaster management to business owners and managers in the Tamworth region.
- The Learning Experiences Team provided Robot Soccer STEM Workshops at Barraba and South Tamworth, where participants formed teams to drive Vex Robots around an arena to kick, pass and score goals. This required teamwork, strategy and driving skills. They also presented the VEX Robot "Capture the Flag" STEM Workshop for school holiday programs at Kootingal and Manilla where participants used VEX Robots in a game of strategy and skill. All Tamworth Libraries held ten-week Tech Savvy Seniors courses.
- Storytime participants at Barraba created a wonderful Christmas themed display for the library window.
- Barraba and Manilla branches presented "After the School Bell" programs.
- Three Tamworth staff attended STEM 2024 at Charles Sturt University, Port Macquarie, with a strong focus on AI but also on inclusive STEM programs.
- Robin King attended a two-day *Digital Treasure: Digitization and Storytelling* workshop in Uralla. The workshop was presented by Arts North-West and Museums and Galleries NSW.
- Tracey Carr from NBN held "Scams Awareness" session at Kootingal Library.
- At Kootingal, a local Death Doula held information sessions monthly on end-of-life planning. This covered the importance of documentation, support networks, and communicating your needs. The final session had a solicitor as a guest speaker and a segment highlighting the LIAC resources available at the library.
- Every Wednesday the Innovation Studio Makerspace is made available to home-schooled children on a Wednesday morning for non-structured activities. The available equipment includes the 3D printer, Macroscopic, Sphero's, Vex robots, Makey Makey's, Wind Tunnel and more. Innovation Studio staff provided setup and technical assistance of the equipment, with programs and activities taught and provided by home school parents. (9 sessions, 115 participants)
- Every Tuesday the Innovation Studio Makerspace opens for school children aged 6+ after school for non-structured activities. The available equipment includes 3D printer, Macroscopic, Sphero's, Vex robots and Makey Makey's and more.
- The Learning Experiences Team provided a display at the Tamworth Motor Show in collaboration with *Connecting with Bricks*. The show was held in May at the TRECC and the display included 3D printing tiny cars as well as the Lego Rubik's Cube Solver. The event was used to promote the Innovation Studio and the Library.

- Hillview Public School visited the innovation studio to take part in the Wind Tunnel activity in June. This visit was in collaboration with the Library and Gallery. The activity challenged students to design and build paper craft to fly in our wind tunnels. This required design and engineering skill to successfully implement a solution.
- The Innovation Studio had a client who utilised the 3D printer to create and print a custom candle mould holder for beeswax candles. They successfully printed 4 moulds and have utilised them successfully.
- The Learning Experiences Team visited Tamworth Regional Council Libraries in the school holidays to deliver the Race and Chase challenge. The activity involved building a car out of simple materials to test out on the Power Anchor and the race head-to-head with other designs. The activity required design and engineering skills and learning about aerodynamics and drag. (Tamworth Library – 9 attendees, Barraba – 2 attendees)
- Throughout Reconciliation Week the library held Storytimes on the topic. Staff read books and talked to the children about what Reconciliation Week is about and why it is important.
- Staff continued regular fortnightly visits to the Dhiyaan playgroup.
- Amy Rake has been working with two young people from Sunnyfield Disability Services to help them develop stronger literacy skills.
- A *Calrossy School* reluctant readers group visited Tamworth Library to see what is available. The students completed a scavenger hunt (learning where everything is in the library) and finished off with some reading as a group.
- *Carinya's* Year 11 geography class visited Tamworth Library to look at the newspapers and local studies collection in preparation for their major assignment.

Leadership

CNRL will make bold decisions and demonstrate leadership in provision of library services

- Tamworth Regional Council libraries secured *Tech Savvy Seniors* grants.
- Tamworth Library secured funding for *National Grandparents Day* events across all Tamworth Regional Council branches
- Kootingal Library has been trialling increased open hours.
- In Nundle renovation and installation work has been completed for the *Gil Bennet Rocks and Minerals Collection*. This required significant remodelling of the building. While the official opening is set for next year, the permanent exhibition has already been well received by visitors.
- Acting Team Leader Learning Experiences, Ita Hanssens, is part of the Readers Advisory Steering Group of the State Library of NSW. Ita has also been a guest lecturer at Charles Sturt University for Information Studies students.
- Jonathan Stilts attended two days of STICKE systems science and methodology training with Deakin University.
- Acting Team Leader Learning Experiences, Ita Hanssens, is part of the Readers Advisory Steering Group of the State Library of NSW. Ita has also been a guest lecturer at Charles Sturt University for Information Studies students.



Urralla Library



2024-2025

Uralla Shire Library

Uralla Shire Council covers 3,215sq kilometres and has a population of 6,096.

Uralla Library	2023-24	2024-25	Difference	% change
Library visits	9772	10793	1021	10.4
Membership	3939	4063	124	3.1
Loans	17164	16120	-1044	-6.1
Stock	12488	12928	440	3.5
New Stock	757	969	212	28.0
Reservations	2702	2567	-135	-5.0
PC Bookings	426	395	-31	-7.3
Wi-Fi Sessions	349	251	-98	-28.1

Community Building

CNRL will build community through physical and digital engagement and spaces

- Uralla Library hosted a “Traditional Owners Meet and Greet” in the library during NAIDOC week, with afternoon tea.
- The Uralla Library “Artist of the Month” exhibition area displayed a very special artist in November – an eight-year-old aspiring artist, who was encouraged by her mum to approach us to exhibit her work and that of her two younger siblings.
- Uralla Shire Council obtained a grant to fund the inaugural Uralla Street Christmas Party which culminated in the fairies lighting the new town Christmas Tree. Uralla Library helped to plan the event and set up “Santa’s Post Office” in the library for most of November where children could come to the library and write their letters to Santa and put them in the mailbox, with personalised replies written to each child. “Santa’s Post Office” was relocated to several locations including Bundarra, and over 300 reply letters were written (by Mrs Claus) and collected or posted with positive online feedback and articles in the Northern Daily Leader, the Armidale Express and an article written by Uralla Library published in the December PLS newsletter.
- Uralla Library celebrated “Parks Week” with a special Storytime in Porter Park and dozen toy animals hiding in the park for children to find and return to the library. More outdoor fun was had at the new multi-purpose facility in Bundarra with activities including birdwatching, chess, snakes and ladders, basketball, table tennis - catered by the local Rotary Club.
- Uralla Library’s Artist of the Month exhibition space displayed a collaboration between Jenny Dugan, who turned to art during her brain injury rehabilitation, and her carer Belinda Voigt, also an artist with a completely different style. The exhibition was inspiring for Uralla’s local Stroke Recovery Group and NDIS Support.
- Art by residents of the McMaugh Gardens Aged Care Facility was also displayed, highlighting the facility’s arts program which has seen an improvement in quality of life for many residents - some have returned to painting after many years and others are new to the experience
- Representatives from MCS (Modern Community Solutions) and the Carer Gateway Program set up information desks in the library every month to assist those with a disability and carers in the community with accessing information and advice.

Collaboration

CNRL will extend its reach with collaboration and partnership

- Uralla Library collaborated with the Uralla CWA to hold their “Sconversations” where experts discuss gender based and domestic violence with the public over morning tea, and an opportunity for local services staff to network and be upskilled in new legislation.
- Uralla Library collaborated with Modern Community Solutions Pty Ltd (MCS) for two of their staff to set up an information desk in the library to assist those needing NDIS support. This will continue to be available on the third Tuesday of each month. Uralla Library also hosted the New England Stroke Recovery Group for afternoon tea and a craft activity.
- Uralla Library approached the Uralla Central school to look at their archives to locate historical material for the CNRL 75th Anniversary, searching through photographs, film and other memorabilia. Uralla’s local History Hub historian will assist the library and the school to sort through the archives for preservation, ideally becoming part of the library’s digitisation project.
- During February Uralla wrapped books, similar in concept to “Blind Date with a Book”, but with books of all genres - and the first few paragraphs printed on the front to entice readers to expand their reading without giving clues as to genre or setting. Uralla also displayed books from the collection around the theme of “animals in war” and crafted purple poppies during Storytime to commemorate “War Animal Day” on 24 February.
- Every month the Craft Corner is home to The *Knattering Knitter* and the Lace Makers. The craft group meet every Saturday and run craft workshops every fortnight. This quarter there were workshops on Beginner Watercolour, Tunisian Crochet, Learn to Crochet and Learn to Knit.
- During Youth Week, the librarian attended each of the local schools with the Mayor and several Councillors to meet with local youth. We specifically asked them what the library could offer youth in the area and any future programmes and events they would be interested in. They were very excited to see we purchased bean bags as a response to their request and we have engaged a group of girls from one school to start a “leave one; take one” art wall in the library.
- Uralla Library partnered with the council events team to produce a “Volunteers from the Shire” documentary that celebrates the incredible volunteers in our community. Created for National Volunteer Week and filmed in the library the thirty-minute film features the stories of thirty local legends and showcases the work of more than fifty community groups across the region. After two full house screenings at the Uralla Court House the documentary was shown at the Uralla Library for a week and is now available online. The film has been selected for the Far South Film Festival which celebrates stories from regional and remote filmmakers across Australia.
- The playgroup operated by the New England Family Support Service found themselves without a suitable venue. Uralla Library was able to help and has been so popular as a venue the group is wanting to make the arrangement permanent.

Resources

CNRL will provide resources that inspire its communities and keep them engaged with learning, creating and culture

- Uralla Library purchased a TV and black out curtains for the corner of the library. This was a great space for livestreaming the Sydney Writer’s Festival and for showing our Volunteers of the Shire documentary. Markus Zusak and Ian Rankin were our most popular sessions during the three days the festival was streamed.

- Uralla Library has a new cabinet for book displays and have been promoting different genres and collections each month.
- Three ladies from Bundarra CWA came to Uralla to select books for the Bundarra Library. They were able to select books specifically requested by their readers which has proven to be much more successful than our staff choosing and delivering them. They are also able to collect the books more frequently (every 6 weeks rather than three months) and have a wonderful day out in Uralla. Craft activities have been prepared and relevant picture books which the ladies can deliver to the Bundarra Preschool. The preschool plans to visit the Bundarra Library once a month for Storytime followed by craft with the CWA ladies.

Innovation

CNRL will use technology to solve problems and promote equity

- A proposal was submitted to council to extend our library opening hours and to streamline them across the week. From 1 September the new library hours will be 9:30 – 4:30 Monday to Saturday. On Fridays and Saturdays, the library will still be closing for lunch.

Learning

CNRL will deliver learning outcomes

- Uralla Library hosted 12 students from Kentucky School, challenging them to a Bingo Scavenger Hunt to find specific books in the library to complete their charts, teaching them about the resources available in the library and how to locate them. Several of the children and school staff signed up to be members of the library on the day.
- The BAD Sydney Crime Writers Festival was streamed live to Uralla Library.
- The Learning Experiences Team brought a Wind Skating STEM Workshop for school holiday programs to Uralla Library where participants had to custom-build sails onto robots to solve a wind-tunnel powered physics challenge.
- Uralla Library holds monthly craft workshops, including Art Journaling, Beginner Embroidery and Printing on Fabric.
- In Uralla, young local author and illustrator Helena Wade presented a special Storytime in December. Helena read from her book “Ollie’s Big Mistake” which she has donated to the library. She then talked the kids through a step-by-step process to draw their own picture of Ollie.
- The Learning Experiences Team brought the VEX Robot “Capture the Flag” STEM Workshop for to, Uralla Library and participants used VEX Robots in a game of strategy and skill.
- Uralla Library has started an Art Journaling Group which meets every six weeks.
- Book Club meet every third Monday
- Uralla Library hosted the State Library Drug and Alcohol Info pop up display for three weeks commencing in Youth Week. Unfortunately, our two school events were cancelled due to school staff shortages, but students were encouraged to attend during the holidays. Here is a photograph of one our local Councillors experiencing the effects of the beer goggles.
- Local motivational speaker, Margherita Cerlenizza, presented a workshop for women over forty who may be struggling after facing adversity. The workshop was attended by women from Armidale, Uralla and Tamworth and was well-received. The ladies stayed on to chat and enjoy morning tea.
- STEM holiday activities were a huge hit (as usual) Uralla Library borrowed games and 3D pens from the Innovation Studio for the holidays and held Learn to Draw MANGA classes for budding artists



Leadership

CNRL will make bold decisions and demonstrate leadership in provision of library services

- Uralla Library received \$500 funding for NAIDOC week to host a variety of Indigenous craft activities
- A new Storytime volunteer started at Uralla Library.
- Uralla Library secured \$500 in funding for Grandparents Day which paid for a professional photographer to take photos of families in our photo booth and make them available online.
- Uralla Library has applied for grant funding from the New England Solar Social Investment Program to install lockable wheels on library shelving, to provide a more flexible community space.
- Uralla Library applied for a Telstra grant to implement an SD-WAN Link for the library. The library currently relies on a tower-mounted microwave link from Mount Mutton for internet and telephony services, and this single point of failure poses a significant risk. In the past two years, there have been two incidents that resulted in a combined downtime of 4-5 months, severely impacting library operations and public services.

- The Uralla librarian attended full day STEM training in Armidale presented by Questacon.
- In partnership with the Uralla Shire Council, the Bundarra 355 Committee and the Bundarra CWA Branch, a grant was applied for through the Foundation for Rural and Regional Renewal's Strengthening Rural Communities Program. This grant could mean a fit-out for the Bundarra Library (in the CWA building) with new paint, carpet, fittings, desks, computers, software, a printer, and some kid's furniture. Uralla library staff will hold several training sessions in Bundarra Library and train the Bundarra volunteers to assist patrons with using computers etc.
- We have also secured \$5,000 from the Origin New England Community Investment Program (which will be matched with \$5,000 from Uralla Council asset budget) to modify existing library shelves at Uralla Library. This will include the addition of castors on the shelves which will provide greater flexibility to hold library and community programs and events in the library.



Walcha Library



2024-2025

Walcha Library

Walcha Council covers 4,992 square kilometres. The Council area has a population of 2,990

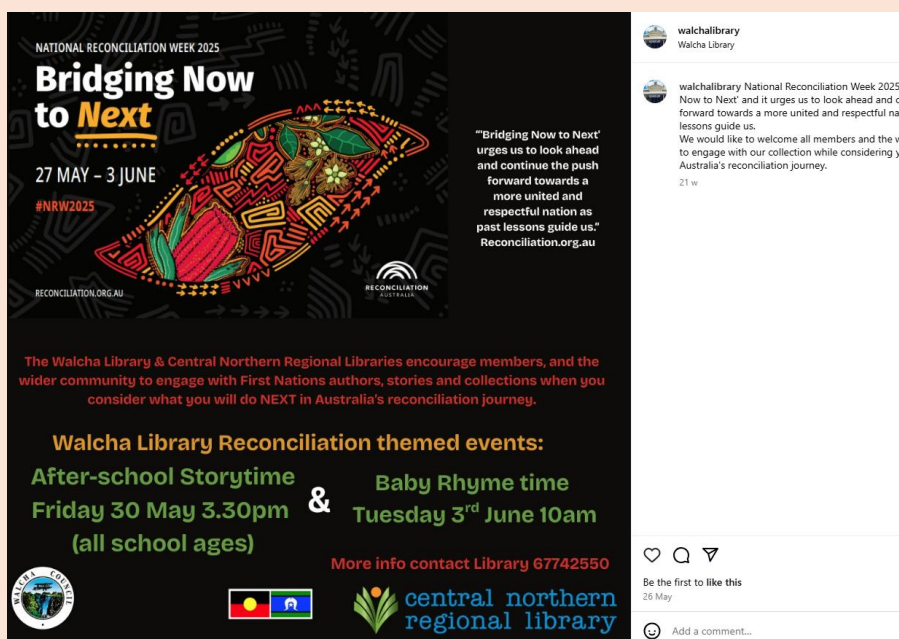
Walcha Library	2023-24	2024-25	difference	% change
Library visits	10121	9835	-286	-2.8
Membership	2198	2235	37	1.7
Loans	9733	10176	443	4.6
Stock	7143	7027	-116	-1.6
New Stock	481	550	69	14.3
Reservations	1680	1877	197	11.7
PC Bookings	825	835	9	1.1
Wi-Fi Sessions	479	251	-228	-47.6

Community Building

CNRL will build community through physical and digital engagement and spaces

- Walcha Library has used the school holidays to place flyers and posters and activities at locations where Walcha Council is holding school holiday programs such as at the between-sessions waiting room of the Laser Tag Tournament.
- The Walcha Library Facebook page has increased it's community engagement by posting about and promoting events in the wider community such as Walcha Historical Society workshops, community NAIDOC events, Rotary and Headspace events, community movie screenings and notable events nearby in Tamworth.
- Walcha Library held Christmas Storytime and Craft at the Walcha Farmers Markets this year, connecting with library and non-library users with membership forms taken and items loaned.
- Walcha has seen an increase in "out of town" parents using the library computer equipment and study spaces. Many parents in outlying villages such as Yarrowitch, Kentucky, Niangala and Woolbrook are now driving their young children into town for preschool, or daycare, and spending time working remotely in the library until school or preschool finishes.
- Outreach and library promotional activities have allowed Walcha Library to engage with the community. These activities include:
 - Library information was provided to the wider community throughout the Council's April school holiday program and Youth Week activities run in April
 - Holiday activities, such as Lego and craft workshops, hosted at the library, gave increased opportunities for staff to engage with the wider community, via families, parents, young adults and children attending. Staff actively encourage membership and borrowing before and after the sessions.
- Library staff have continued to engage in a strategy to purposefully schedule social media content that has either engaging or service-related content. Maximum exposure is gained by sharing this content onto wider community forums such as 'Walcha Council', 'Walcha Thumbs up and noticeboard' and 'Walcha Kids Noticeboard' Facebook groups.
- Engagement content: fun and interactive posts shared to engage and connect with the library community and/or acknowledge events/themes being celebrated in wider community. This has included posts to encourage membership and seek followers such as:
 - NSW YAC applications
 - Council holiday program tennis comp promotion
 - Landcare final wrap up
 - Winter themed reading
 - Sharing 'Connecting with Bricks' workshops

- Service content: informative and promotional posts about the library services, facilities and programs (including important updates or changes to them). This quarter service content posts have included:
 - April holiday program advertising and reporting (including photos)
 - Promotion of After school Lego Club
 - Council run Youth Week activities
 - Landcare Brushes for Biodiversity winners announced with photos
 - Advertising Easter opening hours
 - CNRL Author event promotion
 - Story and Rhyme Time promotion
 - Sydney Writers Festival Live and Local promotion
 - National Reconciliation Week Storytime events
 - Story Box Library promotion (reconciliation theme)
 - Winter school holiday program promotion
 - NAIDOC Storytime Series promotion
 - CNRL Innovation Studio school holiday STEM workshop promotion
- In addition to the noticeboard and social media pages, Walcha Library staff have used other methods to target non-library members and inform the wider community of library services and programs:
 - Each school term, flyers and posters are distributed amongst the local schools to encourage non-library members to participate in school holiday activities
 - Library flyers and membership forms are included in the 'Baby's first library bag' program to encourage membership and Storytime participation.
 - Storytime, Baby Rhyme Time, STEM, Lego and craft activities held in the library this quarter have encouraged children and their parents to visit the library, regardless of their membership status, and staff are made available to help with borrowing or registration at the end of these sessions.



The image is a composite of two parts. On the left is a flyer for National Reconciliation Week 2025 titled 'Bridging Now to Next' with dates '27 MAY - 3 JUNE' and hashtag '#NRW2025'. It features a colorful Indigenous artwork of a fish. Text on the flyer includes: 'NATIONAL RECONCILIATION WEEK 2025', 'Bridging Now to Next', '27 MAY - 3 JUNE', '#NRW2025', 'RECONCILIATION.ORG.AU', 'The Walcha Library & Central Northern Regional Libraries encourage members, and the wider community to engage with First Nations authors, stories and collections when you consider what you will do NEXT in Australia's reconciliation journey.', 'Walcha Library Reconciliation themed events: After-school Storytime Friday 30 May 3.30pm & Baby Rhyme time Tuesday 3rd June 10am (all school ages)', 'More info contact Library 67742550', and logos for Walcha Library, the Australian flag, and Central Northern Regional Library. On the right is a screenshot of a Facebook post from 'walchalibrary' (Walcha Library) dated 21 May. The post text reads: 'walchalibrary National Reconciliation Week 2025 Now to Next' and it urges us to look ahead and move forward towards a more united and respectful nation as past lessons guide us. We would like to welcome all members and the wider community to engage with our collection while considering y Australia's reconciliation journey.' The post has 21 likes and a comment.

Collaboration

CNRL will extend its reach with collaboration and partnership

- Walcha educators from local day-care centre 'Little Kindy' and Walcha Central School Kindergarten approached Walcha Library to host a NAIDOC Storytime event with a particular focus on librarian Cassie's Torres Strait Islander heritage. This has led to the creation of a fortnightly outreach program with students at Walcha Central School.
- Walcha Library collaborated with Walcha Central School to run the 4th annual Walcha Literary Festival including Author Talks and opportunities for children to have conversations with authors.
- Walcha Library collaborated with the Armidale Headspace Roadshow on an interactive stall with information on library services, and with New England Landcare to promote their "Brushes for Biodiversity" endangered species art competition with free art packs at the library, and the library as a submission point for entries.
- Werris Creek Library collaborated with Landcare during the school holidays, running a "bee hotel" workshop that was well attended, learning information about bees while they constructed their bee hotels.
- Housebound library services were arranged with Riverview Aged Care, the Elizabeth Cross Wing at the Walcha Hospital and housebound members who receive monthly deliveries. Staff hand-picked items for the Riverview residents and housebound individuals. Staff of the Elizabeth Cross Wing worked with their patients to source movies and television series of interest, and library staff are using the entire CNRL collection to help keep the residents entertained.
- New England Landcare worked with the Walcha Library to help promote their summer children's program, "Brushes for Biodiversity" an endangered species themed school holiday art competition. Free art packs were left at the library for families to collect, giving them information and art supplies to participate in the program. Landcare staff collected the entries and displayed them in the Armidale office for several weeks, before they were returned to Walcha, along with prizes.

Resources

CNRL will provide resources that inspire its communities and keep them engaged with learning, creating and culture

- Walcha Library placed part of their collection at the preschool venue for the NAIDOC Storytime, available for loan to bring the collection to where the public were. Walcha has also purchased additional display equipment to increase the number of new releases on display.
- Walcha Library now holds 148 jigsaw puzzles
- Local historian Bob Walsh donated a copy of his latest publication "More Walcha Stories" to the library to be accessioned and made available as a welcome addition to the local studies collection.
- Walcha Library Kids Corner display this quarter included books, puzzles, colouring in worksheets and a selection of children's items from the collection on the themes such as Easter, National Reconciliation Week and Winter. The collaborative colouring in tables have included puzzles, mazes and cross words this quarter, to give children an opportunity to participate in an activity, even when their visit is short.
- The Walcha Council April school holiday program activities that were supported by the Walcha Council Library included:
 - Lego session
 - Cupcake decorating & craft sessions

- CNRL Race and Chase was held at Walcha Preschool.
- The After-School Lego Club re-commenced in term two.
- The Walcha Library and 'Cassie Favourites' book club groups have continued.
- The Walcha Library group continue to meet in the Historical Society room, however they are occasionally met with scheduling clash, as the historical society group meet in an 'ad hoc' manner, when volunteers are available. Library staff have managed this by taking note of usage and coordinating booking arrangements for the space.
- The book group are happy to sit in the computer room (which is only suitable for the group when attendance is minimal) or in the children's area (which impacts young families visiting the library during this time). The 'Cassie's Favourite' book club group have continued to run two meetings most months (one book per month but two meetings).
- Library staff continue to support families in the local community who are home schooling their children.

Innovation

CNRL will use technology to solve problems and promote equity

- Walcha Library staff have been weeding Walcha's collection.
- The library has consistently hosted remote workers from a range of industries, given it provides a comfortable, indoor public place that anyone in the community can use. Walcha Council have also been using the Wi-Fi and computers for onboarding a new trainee and apprenticeship program.
- The Walcha Library has continued to support locals who are studying by providing facilities for those who are remotely studying at TAFE or University. Use of the library facilities has included a space to study, a space to have a zoom/video call, use of free Wi-Fi, printing and public access computers. Local students also use the space for tutoring sessions and HSC trial & exam preparation.
- Library staff use handheld tablet devices to process reservations and the exchange each week.
- The library tablet has continued to be used to demonstrate the use of e-Library apps, including Borrowbox and Libby by library staff to members seeking help with the programs. Staff keep the tablet charged and ready for such times. With staff assistance, these devices have been used this quarter when the public access computers were unavailable or both occupied.

Learning

CNRL will deliver learning outcomes

- Walcha Library celebrated NAIDOC Week with Story Time and craft sessions at the preschool.
- Walcha Library coordinator Cassie participated in outreach programs to Walcha Central School for Storytime sessions including stories, books, discussions, songs, games, craft and activities, including some in her Torres Strait Islander language. The kindergarten class use these opportunities to form connections to community, and Indigenous Australian culture.
- Walcha Library's "After School Lego Club" ran for 10 well-attended weeks.
- Story & Rhyme time sessions are held in the first week of each month.
- During Adult learners Week, Walcha Library held a Photography Workshop to teach participants how to take better smartphone photographs, with a theory session in the library before heading out for hands-on practice.



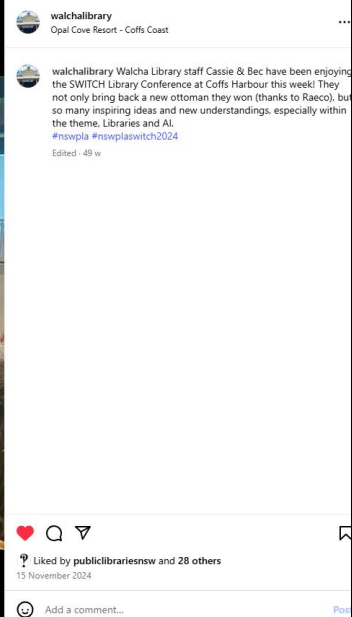
- National Reconciliation Week at Walcha Library was celebrated through a series of Storytime events, in the library and within the community. There were also static displays at the entrance of the library and in the children's area, highlighting Indigenous Australian authors, stories and genres. The library's social media posts also focussed on this celebration, linking to the free Story Box Library resources. Library staff provided a series of children's activities, focussed on the NRW theme. Library coordinator Cassie visited the Little Kindy, St Patricks Primary School and Walcha Central School to present the NRW Storytime. Students from Kindy to Year 6 were involved in the stories, songs and activities, allowing Council staff to reach families who haven't connected with the library recently or ever before.
- A local high school French teacher Erin Fritsch has continued to run community French language classes from the library this quarter. She uses the Historical Society space or the computer room, depending on what else is happening in the library at the time for these regular classes for local seniors.
- Drop-in IT support and assistance continues with regular visits from members who need support with using e-Library apps but also included general smart phone and tablet assistance.
- The Sydney Writers Festival Live & Local was well attended in Walcha. Staff received interest early from local writers and readers, which encouraged staff to organise to stream 9 of the sessions over 3 days. With the help of a smart TV and laptop loaned from the CNRL headquarters, the computer room was transformed into a space for viewing and discussing the sessions. The event was promoted in the library with flyers and brochures, on social media and within the wider community with the help of the local newspaper. There were some great discussions after each session, and most participants appreciated Walcha Library hosting and providing this opportunity. A total of 38 participants attended the Walcha Library screenings, with a core group of repeat participants, who stayed for multiple authors. Staff even received a 'Thumbs up' in the local Apsley Advocate the following week for taking advantage of this opportunity.

Leadership

CNRL will make bold decisions and demonstrate leadership in provision of library services

- Walcha Library staff completed SafetyHub training, covering Manual Handling, Environmental Awareness, Ergonomics, Office Fire Management, Drugs and Alcohol, and Mental Health. Coordinator Cassie participated in GALE Resources online training.
- Walcha Library has additional volunteers this quarter with members assisting with a larger than usual volume of returns, preparing housebound deliveries, supervising clubs and out-of-town excursions. Walcha has also hosted a Year 10 work experience student.
- Walcha Library volunteer program has continued to gain momentum with some additional members. Local university student Jack has been completing his online studies with the use of the Walcha Library Wi-Fi and study spaces this year and has now registered and trained to volunteer at the library, especially when he is on study break.
- Library co-ordinator Cassie McKenna enrolled in a series of online presentations, run by library consultant Kevin Hennah. He presented a webinar series to provide advice on library design and reinvigorations, at all budget levels. The workshops were titled: *Inspired Layout and seating* and *High Impact, Low Budget Library Makeovers*. The quick, simple and easy ideas shared and explained were helpful for such a small library like Walcha's but also provided insight into the possibilities in this ever-changing community space. The series of presentations mentioned numerous elements of style and organisation that were already in place at the Walcha Library, which was affirming for staff, and hopeful moving forwards.
- Walcha Library staff attended the NSW Public Libraries association SWITCH conference in Coffs Harbour.





- The Walcha Library applied for a NAIDOC grant this quarter from the NSW Governments Department of Aboriginal Affairs. This application was successful for a 'Storytime Series' targeting different age groups in NAIDOC week in July.
- Library staff applied for Tech Savvy Seniors funding through the State Library of NSW.
- A new casual staff member has been recruited and is being trained to relieve staff to participate in such outreach work, without having to close the library doors.
- At the beginning of this quarter, the trial of rearranged operating hours at the Walcha Library was analysed. Findings included:
 - The total number of days that the library was open increased by 25%.
 - The total number of visitors during the 3-month period increased by 1% (but included 3 public holidays).
 - The use of the Public Access Computers and free wi-fi increased by 17%.
 - The total number of loans during the 3-month period increased by 13%.
- Overall, the library is now servicing more people, with the same number of hours each week. Servicing the community for 30 hours per week, the simple rearrangement, and targeted use of the extra day is appreciated in the community. The library is now open 5 days a week, with 0.8FTE staffing. The new opening hours are:
 - Monday & Friday 8.30am – 5pm (closed
 - Tuesday, Wednesday and Thursday 10am – 3pm.

Statistics



2024-2025

Central Northern Regional Library							
Membership						2023-	2024-
	Adult	Housebound	Institution	Child	Young Adult	2024	2025
						Year	Year
				(0 - 14)	(15-19)	Total	Total
Bingara Library	1209	28	8	228	99	1,510	1,572
Warialda Library	593	27	8	166	68	818	862
Gwydir Shire Council Total	1,802	55	16	394	167	2,328	2,434
Quirindi Library	4,015	5	12	283	152	4,389	4,467
Werris Creek Library	1,452	0	0	105	86	1,639	1,643
Liverpool Plains Shire Council Total	5467	5	12	388	238	6028	6110
Narrabri Library	7,854	38	19	1,096	580	9,409	9,587
Boggabri Library	590	6	3	19	20	620	638
Wee Waa Library	1,761	13	7	301	161	2,167	2,243
Narrabri Shire Council Total	10,205	57	29	1,416	761	12,196	12,468
Tamworth City Library	33,416	487	48	5,088	1,278	39,068	40,317
South Tamworth Library	6,409	20	4	917	262	7,515	7,612
Barraba Library	1,298	40	3	132	57	1,517	1,530
Manilla Library	2,321	24	2	183	69	2,574	2,599
Kootingal Library	1,592	31	3	217	70	1,850	1,913
Nundle Library	487	3	4	48	32	580	574
Tamworth Regional Council Total	45,523	605	64	6,585	1,768	53,104	54,545
Uralla Library (Total)	3,553	111	3	213	183	3,934	4,063
Walcha Library (Total)	1,940	57	7	135	96	2,198	2,235
CNRL TOTAL	68,490	890	131	9,131	3213	79,788	81,855

Central Northern Regional Library								
Book Loan Statistics 2024-2025	Adult			Young	Junior			
2024-2025	Non	Adult	Large	Adult	Non	Junior	Picture	Book
	Fiction	Fiction	Print	Fiction	Fiction	Fiction	Book	Total
Bingara Library	561	1,880	600	32	109	363	833	4,378
Warialda Library	323	1,160	519	35	178	223	850	3,288
Gwydir Shire Council Total	884	3,040	1,119	67	287	586	1,683	7,666
Quirindi Library	949	4,364	1,403	57	278	671	2,005	9,727
Werris Creek Library	234	876	572	13	58	114	273	2,140
Liverpool Plains Shire Council Total	1183	5240	1975	70	336	785	2278	11,867
Narrabri Library	1,356	6,905	4,760	94	753	1,658	4,871	20,397
Boggabri Library	90	555	438	10	13	42	458	1,606
Wee Waa Library	459	597	874	48	227	729	1,368	4,302
Narrabri Shire Council Total	1,905	8,057	6,072	152	993	2,429	6,697	26,305
Tamworth City Library	7,232	18,969	9,938	713	2,832	6,323	11,718	57,725
South Tamworth Library	1,039	8,400	2,876	69	182	644	1,756	14,966
Barraba Library	163	1,649	460	24	58	155	585	3,094
Manilla Library	181	1,120	662	10	38	156	331	2,498
Kootingal Library	419	1,576	780	26	141	350	586	3,878
Nundle Library	162	983	135	6	9	13	46	1,354
Tamworth Regional Council Total	9196	32697	14851	848	3260	7641	15022	83515
Uralla Library (Total)	696	2,830	1,061	16	301	714	1,621	7,239
Walcha Library (Total)	555	2,393	707	39	133	318	412	4,557
Web	16,486	30,567	10741	1821	6299	14,746	26,174	106,834
CNRL Total	30,733	84,977	36,506	3,013	11,609	27,219	53,895	247,952

Central Northern Regional Library Stock Turnover						
	2023 - 2024			2024 - 2025		
	Stock	Issues	Turnover	Stock	Issues	Turnover
Bingara	6,117	10,020	1.64	6,028	8,704	1.44
Warialda	5,244	5,761	1.10	5,191	5,912	1.14
Gwydir Shire Council Total	11,361	15,781	1.39	11,219	14,616	1.30
Quirindi Library	8,340	22,961	2.75	8,527	21,395	2.51
Werris Creek Library	6,540	5,803	0.89	6,254	4,913	0.79
Liverpool Plains Shire Council Total	14,880	28,764	1.93	14,781	26,308	1.78
Narrabri Library	15,387	38,317	2.49	14,800	34,547	2.33
Boggabri Library	3,633	3,402	0.94	3,614	3,005	0.83
Wee Waa Library	4,766	9,167	1.92	4,612	9,929	2.15
Narrabri Shire Council Total	23,786	50,886	2.14	23,026	47,481	2.06
Tamworth City Library	50,459	131,924	2.61	52,484	129,294	2.46
South Tamworth Library	11,155	31,121	2.79	12,013	28,876	2.40
Barraba Library	5,066	7,316	1.44	5,087	6,058	1.19
Manilla Library	5,490	6,171	1.12	5,788	5,031	0.87
Kootingal Library	6,018	6,444	1.07	6,518	6,842	1.05
Nundle Library	4,222	2,706	0.64	4,528	2,433	0.54
Tamworth Regional Council Total	82,410	185,682	2.25	86,418	178,534	2.07
Uralla Library (Total)	12,488	17,164	1.38	12,928	16,120	1.38
Walcha Library (Total)	7,143	9,733	1.36	7,026	10,176	1.36
CNRL TOTAL	152,068	308,010	2.03	155,398	293,235	2.03

Central Northern Regional Library			
Web Renewals by Home Borrower Location			
	2023-2024	2024-2025	% change
Bingara	3987	3493	-12.49%
Warialda	1955	2123	9.10%
Gwydir Shire Council Total	5,942	5,616	-5.50%
Quirindi Library	10107	9799	-3.10%
Werris Creek Branch Library	2251	1762	-21.70%
Liverpool Plains Shire Council Total	12,358	11,561	-6.50%
Narrabri Library	13552	11996	-11.48%
Boggabri Branch Library	1335	1133	-15.00%
Wee Waa Branch Library	3809	4348	14.12%
Narrabri Shire Council Total	18,696	17,477	-6.50%
Tamworth City Library	63239	59487	-6.00%
South Tamworth Branch Library	12048	10899	-9.50%
Barraba Branch Library	2853	2638	-7.53%
Manilla Branch Library	2228	1956	-12.21%
Kootingal Branch Library	2537	2357	-7.10%
Nundle Branch Library	885	794	-10.30%
Tamworth Regional Council Total	83,790	78,131	-6.80%
Uralla Library (Shire Total)	7,668	7,334	-4.35%

Acquisitions, Donations and Withdrawals						
	Acquisitions 2023-2024	Acquisitions 2024-2025	Donations 2023-2024	Donations 2024-25	Withdrawals 2023-2024	Withdrawals 2024-25
Books						
Adult Non-Fiction	1,617	1,769	199	167	2,207	1,217
Adult Fiction	3,754	4,602	153	198	2,396	2,382
Young Adult Fiction/Graphic Novels	196	429	11	6	182	316
Junior Non-Fiction	538	757	23	2	311	270
Junior Fiction	1,012	1,625	11	66	499	678
Picture Books/ Easies	1,328	1,948	33	8	1,301	1,845
Large Print	1,372	1,394	0	0	1,047	1,645
Total Books	9,817	12,524	430	447	7,943	8,353
Other Material						
CD's	227	242	0	5	177	203
Spoken Word	52	79	5	19	111	37
DVD's	686	724	26	5	1,251	775
Total Other Material	5,896	1,045	34	29	1,539	1,015
Stem Kits	187	0	0	0	6	0
Board Games	96	32	96	0	1	13
CNRL TOTAL	15996	32	560	0	9489	9381

**CENTRAL NORTHERN REGIONAL LIBRARY (CNRL)
ORDINARY MEETING
Wednesday 5 November 2025
Goonoo Goonoo Room, Lands Building
25 Fitzroy Street, Tamworth
Meeting to commence immediately following the AGM**

Attendees:**Delegates:**

Walcha Council – Cr. Adam Iuston
Uralla Shire Council – Deputy Mayor Kath Arnold
Liverpool Plains Shire Council – Julie Costa
Gwydir Shire Council – Tiffany Galvin
Tamworth Regional Council – Cr. Brendan North

Staff:

Kay Delahunt – Tamworth Regional Council
Amanda Williams – Uralla Shire Council
Naomi Radford – Narrabri Shire Council
Ita Hanssens – Tamworth Regional Council
Sarah Dean – Tamworth Regional Council
Jonathan Stilts – Tamworth Regional Council
Jacob Simmons – Tamworth Regional Council
Shiralee Franks – Liverpool Plains Shire Council
Gail Philpot – Gwydir Shire Council

Meeting opened: 2.28pm

The meeting was chaired by Cr Adam Iuston from Walcha Council

1. Acknowledgement of Country

"I would like to acknowledge the Kamilaroi people, the Dhunghutti people and the Anaiwan people who are the Traditional Custodians of the lands on which Central Northern Regional Library operates. I would like to pay respect to Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander peoples living in and visiting the Region"

2. Apologies

Narrabri Shire Council – Cr. Ryan Whillas
Uralla Shire Council – Cr. Lone Petrov
Liverpool Plains Shire Council – Cr. Jason Allan

3. Minutes of Previous Ordinary Meeting April 2025 (Attachment 1)

Motion: That the Minutes from the previous Ordinary Meeting of the Central Northern Regional Library, dated 23 April 2025, be accepted as a true and accurate record.

Moved: Cr. Tiffany Galvin **Second:** Cr. Adam Iuston

4. Business Arising from Previous Minutes

No matters raised.

5. Manager's Report (Attachments 2-3)

Kay Delahunt introduced the Team Leaders to the cCommittee. New Public Library Objectives and Standards were discussed. Other topics discussed included the CNRL 75th Celebrations, One-Book-One-Region George Orwell's Nineteen Eighty-Four and the implementation of the EB#1 event platform.

Motion: That the Library Manager's Report be received and noted

Moved: Cr. Tiffany Galvin **Seconded:** Cr. Brendan North

6. Quarterly Report for September 2024 (Attachment 4)

Kay Delahunt spoke to the quarterly report highlighting Uralla's new Facebook page, the launch of Comics Plus and British Library Newspapers across CNRL, Citizen Science Corners in Narrabri Shire, and successful Adult Learners Week programs across Tamworth Regional Council.

Motion: That the Quarterly Report for September 2025 be received and noted

Moved: Cr. Adam Iuston **Seconded:** Cr. Brendan North

7. Spydus User Group (SPUN) – Conference Report (October 2025)

Jacob Simmons gave an overview of the SPUN Conference, and discussed upgrades, use of AI tools, support tickets, and an internal restructure at CIVICA.

Motion: That the Spydus User Group (SPUN) Conference Report be received and noted.

Moved: Tiffany Galvin **Seconded:** Cr. Brendan North

8. Library Resources Report

Sarah Dean spoke to the report which outlines how CNRL has employed Electronic Data Interchange (EDI) to reduce the cost of book processing.

Motion: That the Library Resources Report be received and noted.

Moved: Cr. Adam Iuston **Seconded:** Cr. Brendan North

9. Draft Local Studies Policy (Attachment 5)

Sarah outlined the updates made to the Local Studies Policy

Motion: That the Draft CNRL Local Studies Policy (updated November 2025) be approved.

Unanimous vote – Updated policy adopted.

10. Draft CNRL Budget 2025-26 (Attachments 6-8)

Kay Delahunt spoke to the draft budget which is based on a Council contribution of \$13.49. There has been a 5.3% increase in council contribution since 2018/19.

Cr. Brendan North commended the outcome of the draft budget considering rising costs.

Kay Delahunt will supply a copy of the Tamworth Regional Council Report as member Councils may find it useful when preparing reports for their respective Councils.

Motion: That in relation to the report on the Draft CNRL budget 2025-26 the CNRL Committee:

- (1) Receive and note the Budget versus Actual Report for 2024-25
- (2) Receive and note the Movements in Cash Reserves as of 30 June 2025
- (3) Consider the draft budget for 2026/2027 and, in accordance with the requirements of the CNRL Regional Library Agreement, provide written comments to Tamworth Regional Council by 15 January 2026

Moved: Cr. Adam Iuston **Seconded:** Cr. Tiffany Galvin

11. General Business

No matters raised.

12. Delegate Reports

Uralla Shire Council

Deputy Mayor Kath Arnold

- Uralla Library provides Christmas activities that are very popular in the community.

Amanda Williams

- Uralla Library will have a Santa's North Pole post box set up to send letters to Santa.

Narrabri Shire Council

Naomi Radford

- Staffing update: program officer has retired, and recruitment has taken place with a new staff member onboarded who has a Diploma in Early Childhood but is new to libraries. A new Aboriginal-identified position has been filled, and the new staff member has knowledge in Aboriginal family history and general family history services.
- The outreach mobile library van has been in the workshop for 3 weeks due to damage relating to road vibration.
- Citizen Science Corners – biodiversity and tree hollows/habitats kits now available.

Liverpool Plains Shire Council

Shiralee Franks

- Successful Grandparents Day events were held at both branches
- Popular Werris Creek Library Choir

Gwydir Shire Council

Gail Philpot

- Successful Grandparents Day event.
- Popular get online week events funded by the Be Connected program.
- Outreach programs called off due to harvest traffic road hazards and heat. Afterschool programs to cease at the end of November due to heat.
- Library visits to the retirement village each fortnight.

Cr. Tiffany Galvin

- Highlighted that this meeting is a great opportunity to hear the fantastic things the CNRL libraries are doing and plans to take this information back to her council to showcase the beneficial services ratepayer's money is being spent on.

Walcha Council

Cr. Adam Iuston

- New hours trialled at Walcha library and have worked well
- Increasing popularity of programs, space a big limitation through

Tamworth Regional Council

Kay Delahunt

- Sydney Writers festival sessions are being streamed in TRC branches. Nundle screenings have had very good attendance. Attendees bring along a plate and stay after the sessions to discuss the content.

Next Ordinary Meeting: Wednesday 11 February 2026

Meeting closed: 3:20pm

NCHA AUSTRALIA
442-450 GOONOO GOONOO ROAD,
TAMWORTH NSW 2340

(02) 6765 9356



The General Manager

Tamworth Regional Council

**Re: 3-year Sponsorship Request – National Cutting Horse Association Futurity
Event Years: 2027, 2028, 2029**

Dear Mr Bennett

The National Cutting Horse Association (NCHA) Australia respectfully seeks the support of Tamworth Regional Council, to the value of \$15,000, each year for 3 years, as a key sponsor of the **2027, 2028 and 2029 NCHA Futurity**, to be held at the Australian Equine & Livestock Events Centre (AELEC) in Tamworth.

The NCHA Futurity is the largest and most prestigious cutting horse event in the Southern Hemisphere, attracting riders, owners, breeders, spectators, and industry participants from across Australia and overseas. As a marquee equine event for the region, the Futurity brings significant economic, tourism, and media value to Tamworth.

In 2025, the Futurity generated:

- Strong visitor numbers across the full event calendar
- Substantial economic activity for local accommodation, hospitality, and retail businesses
- National and international online viewership through livestreaming and digital media coverage
- Broad exposure for Tamworth as the premier equine capital of Australia

As we prepare for future events, we are committed to elevating the Futurity's production, spectator experience, digital reach, and community engagement. To achieve this, we are seeking strategic partners who share our vision for showcasing Tamworth's world-class equine facilities and strengthening the region's position as an events destination and the Performance Horse Capital of Australia

Tamworth Regional Council's ongoing support has been essential to the success of the NCHA Futurity. We would be honoured to continue this partnership with Council as a **Key Sponsor** of the 2027, 2028 and 2029 events.

NCHA AUSTRALIA
442-450 GOONOO GOONOO ROAD,
TAMWORTH NSW 2340

(02) 6765 9356



A Key Sponsor partnership would include:

- Prominent branding exposure across arena signage, livestream coverage, and event marketing
- Inclusion in media releases, digital promotions, and national advertising
- Sponsor recognition throughout the show, including major finals nights
- Opportunities for Council representatives to participate in community engagement activities
- Alignment with one of Australia's most respected equine sporting bodies and its flagship event

We would welcome the opportunity to discuss a sponsorship package that aligns with Council's objectives for regional promotion, tourism development, and community investment.

Thank you for your consideration and for your continued support of equine sport and major events in Tamworth. We look forward to the possibility of working with Tamworth Regional Council again to deliver an exceptional NCHA Futurity in the years to come.

Please feel free to contact me directly at 0488661036 or email, generalmanager@ncha.com.au to arrange a meeting or further discussion.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Wayne Brown'.

Wayne Brown
General Manager
National Cutting Horse Association (NCHA) Australia

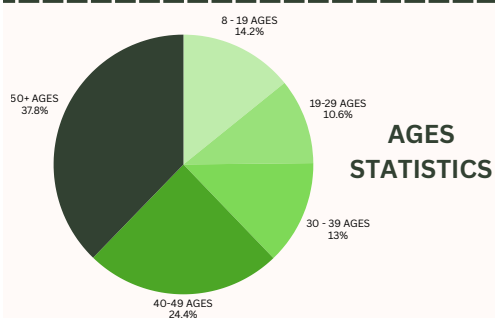


1500+
AFFLUENT
MEMBER BASE

40+
AFFILIATES

PRO
50+
CERTIFIED
PROFESSIONAL
TRAINERS

CHATTA
QUARTERLY
MEMBERSHIP
MAGAZINE



WHERE CHAMPIONS ARE MADE, AND BRANDS ARE SEEN!

Join Australia's Premier Cutting Event,

By being apart of the NCHA Futurity

51 years of champions, crowds and unrivalled brand exposure

From your brand in the arena, to the live webcast and from the commentary box

Have your brand showcased, front and centre in one our corporate sponsorship packages.

Which can Include:

Event Naming Rights

Social Media Reels, interviews and shout outs

Brand signage

Retail Alley Presence

Promotional advertising

and much more

NCHA Futurity, where the best come to compete

40+ TRADE STALLS

\$990,000
TOTAL PRIZEMONEY &
PRIZES

700+
Competitors

**15 DAYS OF
COMPETITION**

15,000+
Spectators

LIVESTREAMED EVENT
OVER 207,000 VIEWS
VIEWED IN OVER 40
COUNTRIES

CORPORATE PACKAGES

FUTURITY

Packages start from \$5,000
(all prices plus gst)

THE NATIONAL FINALS

Packages start from \$500
(all prices plus gst)

See the Corporate Partnership Booklet for full details.

A YEAR IN THE MAKING

The nation's best riders, one final stage, and your brand in the
Scone White Park Arena

Join the **2025 NCHA National Finals** showdown!

After a season of fierce competition, the nation's best meet in Scone to
claim their National Champion title, with your brand right there.

Packages can include;

event sponsorship, arena signage, social media interviews, shout outs and
reels, direct marketing acces to NCHA Members.

A year's work, one chance at glory

NCHA
AUSTRALIA



CONTACT

WAYNE BROWN

NCHA General Manager

Tamworth, NSW

0488 661 036

generalmanager@ncha.com.au