



TAMWORTH REGIONAL COUNCIL

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **Meeting of Tamworth Regional Council** will be held in the **Council Chambers, Lands Building, 25-27 Fitzroy Street, Tamworth**, commencing at **6.30pm**.

ORDINARY COUNCIL AGENDA

9 SEPTEMBER 2025

PAUL BENNETT
GENERAL MANAGER

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Council

Meeting Date: 2nd and 4th Tuesday of the month commencing at 6:30pm.

Matters determined by Ordinary meetings will include all those non-delegable functions identified in Section 377 of the Local Government Act as follows:

- *“the appointment of a general manager*
- *the making of a rate*
- *a determination under section 549 as to the levying of a rate*
- *the making of a charge*
- *the fixing of a fee*
- *the borrowing of money*
- *the voting of money for expenditure on its works, services or operations*
- *the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment)*
- *the acceptance of tenders which are required under this Act to be invited by the council*
- *the adoption of an operational plan under section 405*
- *the adoption of a financial statement included in an annual financial report*
- *a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6*
- *the fixing of an amount or rate for the carrying out by the council of work on private land*
- *the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work*
- *the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#)*
- *the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194*
- *a decision under section 356 to contribute money or otherwise grant financial assistance to persons*
- *the making of an application, or the giving of a notice, to the Governor or Minister*
- *this power of delegation*
- *any function under this or any other Act that is expressly required to be exercised by resolution of the council.”*

Other matters and functions determined by Ordinary Council Meetings will include:

- *Notices of Motion*
- *Notices of Motion of Rescission*
- *Council Elections, Polls, Constitutional Referendums and Public Hearings/Inquiries*
- *Ministerial Committees and Inquiries*
- *Mayor and Councillors Annual Fees*
- *Payment of Expenses and Provision of Facilities to Mayor and Councillors*
- *Local Government Remuneration Tribunal*
- *Local Government Boundaries*
- *NSW Ombudsman*
- *Administrative Decisions Tribunal*
- *Delegation of Functions by the Minister*
- *Delegation of Functions to General Manager and Principal Committees*
- *Organisation Structure*
- *Code of Conduct*
- *Code of Meeting Practice*
- *Honesty and Disclosure of Interests*
- *Access to Information*
- *Protection of Privacy*
- *Enforcement Functions (statutory breaches/prosecutions/recovery of rates)*
- *Dispute Resolution*
- *Council Land and Property Development*
- *Annual Financial Reports, Auditors Reports, Annual Reports and Statement of the Environment Reports*
- *Performance of the General Manager*
- *Equal Employment Opportunity*
- *Powers of Entry*
- *Liability and Insurance*
- *Membership of Organisations*

Membership:	All Councillors
Quorum:	Five members
Chairperson:	The Mayor
Deputy Chairperson:	The Deputy Mayor

Community Consultation Policy

The first 30 minutes of Open Council Meetings is available for members of the Public to address the Council Meeting or submit questions either verbally or in writing, on matters INCLUDED in the Business Paper for the Meeting.

Members of the public will be permitted a maximum of three minutes to address the Council Meeting. An extension of time may be granted if deemed necessary.

Members of the public seeking to represent or speak on behalf of a third party must satisfy the Council or Committee Meeting that he or she has the authority to represent or speak on behalf of the third party.

Members of the public wishing to address Council Meetings are requested to contact Council either by telephone, in person or online prior to 4:30pm the day prior to the Meeting to address the Council Meeting. Persons not registered to speak will not be able to address Council at the Meeting.

Council will only permit three speakers in support and three speakers in opposition to a recommendation contained in the Business Paper. If there are more than three speakers, Council's Governance division will contact all registered speakers to determine who will address Council. In relation to a Development Application, the applicant will be reserved a position to speak.

Members of the public will not be permitted to raise matters or provide information which involves:

- personnel matters concerning particular individuals (other than Councillors);
- personal hardship of any resident or ratepayer;
- information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business;
- Commercial information of a confidential nature that would, if disclosed:
 - prejudice the commercial position of the person who supplied it, or
 - confer a commercial advantage on a competitor of the Council; or
 - reveal a trade secret;
- information that would, if disclosed prejudice the maintenance of law;
- matters affecting the security of the Council, Councillors, Council staff or Council property;
- advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- information concerning the nature and location of a place or an item of Aboriginal significance on community land;
- alleged contraventions of any Code of Conduct requirements applicable under Section 440; or
- on balance, be contrary to the public interest.

Members of the public will not be permitted to use Community Consultation to abuse, vilify, insult, threaten, intimidate or harass Councillors, Council staff or other members of the public. Conduct of this nature will be deemed to be an act of disorder and the person engaging in such behaviour will be ruled out of the order and may be expelled.

Disclosure of Political Donations or Gifts

If you have made a relevant planning application to Council which is listed for determination on the Council Business Paper you must disclose any political donation or gift made to any councillor or employee of the Council within the period commencing two years before the application is made and ending when the application is determined (Section 147(4) Environmental Planning and Assessment Act 1979).

If you have made a relevant public submission to Council in relation to a relevant planning application which is listed for determination on the Council Business Paper you must disclose any political donation or gifts made to any councillor or employee of the Council by you as the person making the submission or any associate within the period commencing two years before the submission is made and ending when the application is determined (Section 147(5) Environmental Planning and Assessment Act 1979).

AGENDA

- 1 APOLOGIES AND LEAVE OF ABSENCE**
- 2 COMMUNITY CONSULTATION**
- 3 MINUTES OF PREVIOUS MEETING SUBMITTED FOR APPROVAL**

RECOMMENDATION

That the Minutes of the Ordinary Meeting held on Tuesday, 26 August 2025, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

4 DISCLOSURE OF INTEREST

Pecuniary Interest

Non Pecuniary Conflict of Interest

Political Donations

5 MAYORAL MINUTE

Nil

6 NOTICE OF MOTION

6.1 NOTICE OF MOTION – CR MARK RODDA - QUESTIONS ON NOTICE

MOTION

That the Questions with Notice be received and noted.

In accordance with Clause 3.13 of the Tamworth Regional Council Code of Meeting Practice, I would like to request answers to the Questions with Notice listed below at the meeting of Tuesday 9 September 2025.

Question 1.

Is Tamworth Regional Council currently compliant with their obligations under the GIPA Act?

Question 2.

Is Tamworth Regional Council currently compliant with their obligations under the GIPA Act in relation to record keeping for the register of gifts, register of contracts and any other register that is required to be kept updated under that Act?

Question 3.

Are there any long-term outstanding GIPA requests made by residents waiting for response?

Question 4.

If Tamworth Regional Council is not compliant with their obligations under the GIPA Act, what actions are being undertaken to address this problem?

Council Response

Is Tamworth Regional Council currently compliant with their obligations under the GIPA Act?

Yes, Tamworth Regional Council currently complies with its obligations under the Government Information (Public Access) Act 2009 (GIPA Act) as well the Government Information (Public Access) Regulation 2018 (the Regulation), with the exception of the Contracts Register (see Question 2).

Formal Applications

Under the GIPA Act, Tamworth Regional Council has received 9 formal GIPA applications since 1 January 2025.

Of these 9 applications:

- 7 applications have been processed and completed within the statutory timeframes as prescribed by the GIPA Act; and
- Two applications are currently outstanding with due dates of 11 September 2025 and 24 September 2025. These applications will be finalised within the statutory timeframes.

Further, of the completed GIPA Applications:

- under section s58 (1) (a) of the GIPA Act, 5 applications were released in full, however, access to part of the information was refused under s58 (1)(d) as there is an overriding public interest against disclosure of the information. The primary considerations for refusal were predominantly:
 - Section 14 GIPA Act – Table 3 (a) Reveal an individual's personal information;
 - Section 14 GIPA Act – Table 4 (b) Reveal commercial in confidence provisions; and
 - Copyright (applicant asked to seek owners' consent prior to release)
- One application did not proceed due to the applicant withdrawing their application after preliminary assessment; and
- One application was processed with no documents held by Tamworth Regional Council.
- No applications proceeded to internal review during this period.

Formal applications are processed solely by the Coordinator Governance and Executive Services with any Internal Review conducted by the Acting Executive Manager Strategy & Performance.

Informal Release of Government Information

Tamworth Regional Council received 801 Informal Access Request applications in the 2024/2025 year. These applications are processed by Tamworth Regional Council's GIPA Officer. Applications processed as 'Informal' do not need to comply with statutory timeframes, however Tamworth Regional Council endeavours to process each application within 6-8 weeks from receipt. This timeframe varies depending on resourcing and volume of applications.

Open Access to Information

Under the GIPA Act the following documents are required to be made publicly available:

- the agency's information guide – this document is available on our website under the Access to Information tab;
- agency's Policy documents – Tamworth Regional Council's general policy register is available on the website and in compliance with the Local Government Act is in the process of being reviewed and will be presented to Council for endorsement and adopting following a 28-day Community Consultation period; and
- agency's disclosure log – this document is available on our website under the Access to Information tab.

Further, prescribed documents under the Regulation that have been categorised as Open Access are also available on our website or by written request:

- Code of Conduct;
- Code of Meeting Practice;
- Annual Report;
- Financial Reports;
- Councils Fees and Charges;
- Policy concerning the payment of expenses and provisions of facilities to Councillors;
- Returns of Interest by Councillors and designated persons;
- Minutes, Agendas and Business Papers of Ordinary and Extraordinary Meetings of Council; and
- Register of voting on planning matters in accordance with S375A of the Local Government Act.

Is Tamworth Regional Council currently compliant with their obligations under the GIPA Act in relation to record keeping for the register of gifts, register of contracts and any other register that is required to be kept updated under that Act?

Gift and Benefits Register

The Gift and Benefit Register is not a requirement under the GIPA Act. Under the NSW Local Government Act 1993, all NSW councils are required to adopt and maintain a Code of Conduct, which mandates the creation of a Gifts and Benefits Register. Tamworth Regional Council's Gift and Benefits Register is up to date and regularly maintained.

Further, Tamworth Regional Council has adopted a Gift & Benefits – Councillors and Staff Policy which is contained in the General Policy Register.

The Gift and benefits register can be viewed under an Informal Application made under the GIPA Act.

Contracts Register

Tamworth Regional Council Contracts Register, as required under the GIPA Act can be found on our website under the Access to Information Tab.

In early 2025, it was identified by Council's external auditor that the existing Contract Register, as maintained, was not compliant with the Act and required re-creating. Historically, the Register was maintained by the finance department.

A management plan was provided by the Auditors, and the maintenance of the Contracts Register was handed over to the Governance division to maintain as GIPA falls under its operational functions.

The Contracts Register is under construction to ensure compliance. This involved extensive internal consultation to gather relevant information to be included in the Register that is prescribed by the Act. The external auditor's management plan is to be reviewed in September. Notwithstanding resourcing challenges, the target for this work to be completed within the next three months is on track.

Are there any long-term outstanding GIPA requests made by residents waiting for response?

No, there are no long-term outstanding GIPA Requests. As mentioned above, applications dealt with informally can take 6-8 weeks to process due to resourcing however, applicants receive an acknowledgement email as well as regular progress reports.

If Tamworth Regional Council is not compliant with their obligations under the GIPA Act, what actions are being undertaken to address this problem?

As mentioned above, Tamworth Regional Council is working closely with external auditors to ensure compliance of obligations to maintain the Contracts Register under the Act. Tamworth Regional Council is compliant in all other aspects of the Act.

Cr Mark Rodda

4 September 2025

OPEN COUNCIL REPORTS

7 ENVIRONMENT AND PLANNING

7.1 DRAFT AMENDMENT NO. 18 TO TAMWORTH REGIONAL DEVELOPMENT CONTROL PLAN 2010

DIRECTORATE: LIVEABLE COMMUNITIES

AUTHOR: Sam Lobsey, Manager - Development

Reference: Item 7.3 to Ordinary Council 10 June 2025 - Minute No. 133/25

3 ANNEXURES ATTACHED

1 CONFIDENTIAL ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report "Draft Amendment No. 18 to Tamworth Regional Development Control Plan 2010", Council adopts the amendments as contained in Annexure 3 of this report.

SUMMARY

The Tamworth Regional Development Control Plan 2010 (TRDCP) was adopted by Council on 12 October 2010, and became effective from the gazettal of the Tamworth Regional Local

Environmental Plan 2010 (TRLEP) on 21 January 2011.

The TRDCP 2010 is reviewed regularly, both on an as-needs basis, and as a scheduled annual review, to ensure that the content remains consistent with the objectives defined by Council in response to consultation with the community and development industry.

This report seeks a resolution of Council to adopt the Draft Amendment No. 18 of the TRDCP which includes the following changes:

1. Subsequent to the gazettal of Heritage Conservation Areas (HCA) in the Tamworth Regional Local Environmental Plan 2010 - Amendment No. 27 (TRLEP) on 16 May 2025, this amendment seeks to update the East and West Tamworth Heritage related controls chapter within the TRDCP to ensure there is consistency across both the TRLEP and TRDCP planning documents; and
2. The correction of a typographical error identified recently following the adoption of DCP Amendment No. 17 in 2024, which relates to sewer reticulation requirements where the Lot Size Map specifies a minimum area of 4,000m².

It is recommended to adopt the Tamworth Regional Development Control Plan 2010 - Amendment No. 18 as exhibited, with no changes identified during the public exhibition period.

COMMENTARY

The principal purpose of the Tamworth Regional Development Control Plan 2010 (TRDCP), is to provide “how to” guidance for anyone proposing to undertake development in the Tamworth Region. This current review addresses two matters, one relating to newly gazetted heritage conservation areas, and the second is to correct a typographical error identified recently that stemmed from the adoption of the DCP Amendment No. 17 in 2024.

Public Exhibition of TRDCP - Amendment No. 18

The Draft TRDCP (Amendment No. 18) was placed on public exhibition for a period of 28 days from 1 July 2025 until 29 July 2025.

Media coverage was undertaken throughout the exhibition period via Council’s website and social media.

Over 1,450 Individual letters were also posted to property owners directly affected by proposed changes to the TRDCP in relation to the changes to the Heritage Conservation Area (HCA) Maps. An example of the letter including the HCA maps is **ATTACHED**, refer to **ANNEXURE 1**

Council received approximately 10 phone calls as well as visits to Council’s Development Hub customer service counter from property owners seeking further clarification on the proposed changes.

The latest results from the ‘Have you Say’ exhibition page indicate that 478 visitors entered the TRDCP page along with 91 Downloads of the Draft TRDCP Exhibition Document. A copy of Council Communications Report is **ATTACHED**, refer to **ANNEXURE 2**.

Council received three submissions during the public exhibition period and responded by offering to meet the individual submitters to discuss their concerns. One resident accepted the offer of a meeting. A full copy of the submissions is **ENCLOSED**, refer to **CONFIDENTIAL ENCLOSURE 1**.

The following table provides a summary of the comments made in the submissions and Council's response to each:

Summary of Comments from Public Submissions	
Comment	Council's Response
<p><i>"....The change of (HCA) boundaries to the area seems to be nothing more than an effort to draw straight lines on a map..."</i></p> <p><i>"I cannot see why the area in East Tamworth has been extended. The Tamworth Tennis Club is also included and this area has been drastically altered by Wests..."</i></p> <p><i>"I guess the area in West Tamworth has been shrunk to allow more development"</i></p>	<p>The changes to the boundaries in the TRDCP are to reflect the new heritage conservation area boundaries as adopted in the Tamworth Regional Local Environmental Plan 2010 - Amendment No. 27 (TLEP) on 16 May 2025.</p> <p>The gazetted boundaries of the West Tamworth HCA and East Tamworth HCA generally encompass the Precinct Area maps identified in the TRDCP, with some rationalisation to align with the street network.</p> <p>The boundaries also align with the original Heritage Conservation Areas within the 1988 Tamworth Heritage Study.</p>
<p><i>"...many houses in Raglan Street have no particular heritage value having been built more recently and often have unsympathetic additions..."</i></p>	<p>Noted.</p> <p>The location of East Tamworth on the foothill forms part of a distinctive visual catchment for the City of Tamworth. Large areas of the CBD, South Tamworth and West Tamworth enjoy views towards East Tamworth and the surrounding foothills.</p> <p>Whilst some dwellings do not display typical heritage values, the built form and landscape within the whole East Tamworth HCA provide a positive contribution to the visual landscape.</p>
<p><i>"we have lost the streetscape of mature trees in avenue plants and most gardens complimentary to the built environment. We have lost 50% our mature trees and they have been replaced by patchy asphalt"</i></p> <p><i>"our road has a number of potholes and unlike Napier and above Raglan and"</i></p>	<p>Noted.</p> <p>Following the introduction of HCAs on 16 May 2025, road works undertaken in these areas must now consider impacts on heritage, including street trees, landscaping and existing road infrastructure.</p>

<p><i>has not been resurfaced in 30 years”...</i></p>	
<p><i>“We live in an old house that was significantly added to 20 years ago. Our house is not visible from the street ... does this apply to us – specifically what colours I can paint outside, and if we can replace the old carport with a shed or does it have to be timber”</i></p>	<p>The development controls relevant to this submitter have not changed. However, it is noted due to the increase in size of the East Tamworth HCA, there are now more properties required to consider the TRDCP HCA controls.</p> <p>Consistent with the recent TRDCP Public Exhibition process, all affected landowners were sent a letter explaining the HCA changes during the TRLEP 2010 – Phase 1 Public Exhibition period in 2024. Therefore, all affected owners were previously advised of the changes that have now been reflected in this proposed amendment to Council’s DCP.</p>
<p><i>“I disagree to this development control plan. The heritage of West Tamworth is completely different to East Tamworth, this will affect anyone who has plans to renovate and will give the home owner more hoops to jump through...”</i></p> <p><i>“The letter sent out to home owners does not reveal what future changes are planned. I believe it should be left alone and not change. There is no need to change heritage development controls in West Tamwoth specifically but as well as East Tamworth”.</i></p>	<p>Noted.</p> <p>The development controls have not changed as a result of this amendment, with the only change being to those properties that are now either in or out of the HCA boundaries.</p> <p>The letter sent to properties owners noted that the amendment seeks to transfer the previously adopted site specific East and West Tamworth developments controls to the new HCAs to ensure there is consistency across both the TRLEP and TRDCP planning documents. The letters included maps and links to the Draft TRDCP - Amendment No. 18.</p> <p>The creation of Heritage Conservation Areas is considered to have a positive social impact for the community as it will ensure that the heritage significance of East Tamworth, West Tamworth and Darling Street will be protected, with appropriate development controls to ensure best proactive urban design that is sympathetic with surrounding heritage items and the neighbourhood character.</p> <p>Whilst heritage listing is often perceived as having a negative social impact by being a barrier to the delivery of new</p>

	<p>housing, this is incorrect. A Heritage Conservation Area does not alter the underlying zoning of land or prohibit new housing to be undertaken. Development, including new housing, alterations/additions, etc, remains permissible where that development is sympathetic to the area.</p> <p>The proposed Heritage Conservation Areas are not considered to have a significant adverse economic impact, with heritage being an important part of the tourism and housing economy.</p> <p>Owners of non heritage buildings within a heritage conservation area will not be prevented from undertaking development and will gain access to heritage incentives, including Council's free heritage advisory service and the opportunity to apply for the TRC Annual Heritage Assistance Fund.</p>
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A final copy of the TRDCP 2010 (Amendment No. 18) for adoption showing the proposed changes in red as exhibited is **ATTACHED**, refer to **ANNEXURE 3**.

(a) Policy Implications

The adoption of the Draft Amendment No. 18 of the TRDCP amends Council's existing policy by setting appropriate and quality development standards to guide future development. The adoption also ensures that the provisions of Council's adopted DCP are consistent with and reflect its Local Environmental Plan.

(b) Financial Implications

Nil

(c) Legal Implications

This amendment will alter the provisions of the TRDCP 2010, by amending development controls that must be considered in the assessment of any development application in accordance with the provisions of the *Environmental Planning and Assessment Act 1979*.

(d) Community Consultation

Community consultation was undertaken by Council via public exhibition of the Draft Amendment No. 18 for the period from 1 July 2025 to 29 July 2025. A total of three submissions were received and the issues raised are addressed in this report.

(e) Delivery Program Objective/Strategy

Focus Area 2 – A Liveable Built Environment.

7.2 PROPOSED ROAD NAMES FOR APPROVED SUBDIVISION (Lot 167 DP 753851) BOWDENS LANE, MOORE CREEK - RN2025-0099

DIRECTORATE: LIVEABLE COMMUNITIES

AUTHOR: Kathleen See-Kee, Development Support Officer

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Proposed Road Names for Approved Subdivision (Lot 167 DP 753851) Bowdens Lane, Moore Creek – RN2025-0099”, Council:

- (i) approve in principle the road names: ‘Yellow Box’ Road; ‘Ironbark’ Close and ‘Buloke’ Close;*
- (ii) advertise the proposed road names as required by the Roads Act 1993 Section 162, Roads Regulation 2018 Part 2 Division 1 Section 7 to enable interested parties the opportunity to make comment; and*
- (iii) provided no submissions are made which object to the proposed road names, proceed to publish the adopted names in the Government Gazette.*

SUMMARY

The purpose of this report is to recommend road names for the approved Subdivision, identified as Lot 167 DP 753851 Bowdens Lane, Moore Creek. Council has approval from the Geographical Names Board to name the new roads ‘Yellow Box’ Road, ‘Ironbark’ Close and ‘Buloke’ Close.

COMMENTARY

Proposed Road Names: ‘Yellow Box’ Road, ‘Ironbark’ Close and ‘Buloke’ Close

Development Consent: DA2024-0119 for a Forty (40) Lot Subdivision granted 8 November 2024

Theme or origin of proposed names: Native trees endemic to the region

Geographical Names Board

Pre-Approval Date: 25 July 2025

The maps **ATTACHED**, refer **ANNEXURE 1**, illustrate the subdivision location and layout and the proposed road name locations.

(a) Policy Implications

Nil

(b) Financial Implications

Nil

(c) Legal Implications

All new road names or changes to existing road names must be approved by the NSW Geographical Names Board.

(d) Community Consultation

The proposed road names will be exhibited for public comment in accordance with the Roads Act 1993 Section 162, Roads Regulation 2018 Part 2 Division 1 Section 7.

Should no submissions be lodged in objection to the proposed road names, Council will proceed to publish the adopted names in the Government Gazette.

In the instance that one or more valid objections are received in respect of the proposed road names, the matter will be reported to a subsequent Council meeting for Council's further consideration

(e) Delivery Program Objective/Strategy

Focus Area 4 – Resilient and Diverse Communities

8 INFRASTRUCTURE AND SERVICES

8.1 TAMWORTH REGIONAL LOCAL TRAFFIC COMMITTEE MEETING - 6 AUGUST 2025

DIRECTORATE: REGIONAL SERVICES

AUTHOR: Graeme McKenzie, Manager - Strategy, Assets and Design
Steven Marshall, Strategy, Assets and Design Engineer

7 ANNEXURES ATTACHED
1 ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report "Tamworth Regional Local Traffic Committee Meeting - 6 August 2025", Council:

- (i) approve the proposed changes to signage and line marking along Wallamore Road, Westdale including:*
 - a) the installation of a new double one-way barrier line (BL1), double two-way barrier line (BL2), single broken dividing line (DL1) and edge Lines (EL1) from Evans Street to Bowlers Lane; and*
 - b) the installation of turn arrows (AR3), a Give Way (R1-2) sign and a Give Way hold line (TB and TB1) at the Evans Street intersection;*
 - (ii) approve the proposed 2025 "Ride for the Chopper" charity event being held in the Tamworth Regional Council Local Government Area on 19 September 2025;*
 - (iii) approve the installation of Give Way (R1-2) and Give Way Sign Ahead (W3-2) signs on Bungendore Spur Road in Watsons Creek;*
 - (iv) approve the installation of pedestrian access infrastructure on Jack Smyth Drive and The Ringers Road in Hillvue;*
 - (v) approve the installation of pedestrian access infrastructure on The Ringers Road and Longyard Drive in Hillvue;*
 - (vi) approve the installation of a shared path and associated pedestrian access infrastructure on Longyard Drive in Hillvue; and*
 - (vii) approve the installation of a shared path and associated pedestrian access infrastructure along Warwick Road, Hillvue.*
-

SUMMARY

The purpose of this report is to advise Council of the seven recommendations made by the Tamworth Regional Local Traffic Committee (the Committee) at the meeting held on 6 August 2025.

COMMENTARY

The minutes from the Committee meeting held on 6 August 2025, are **ENCLOSED**, refer **ENCLOSURE 1**.

74/2025 - Wallamore Road line marking, Westdale; Evans Street to Bowlers Lane

Tamworth Regional Council has recently completed various pavement resealing projects around the Tamworth Local Government area (LGA), including various sections along Wallamore Road, between Evans Street and Bowlers Lane, in Westdale. The location is shown in Figure 1 below.

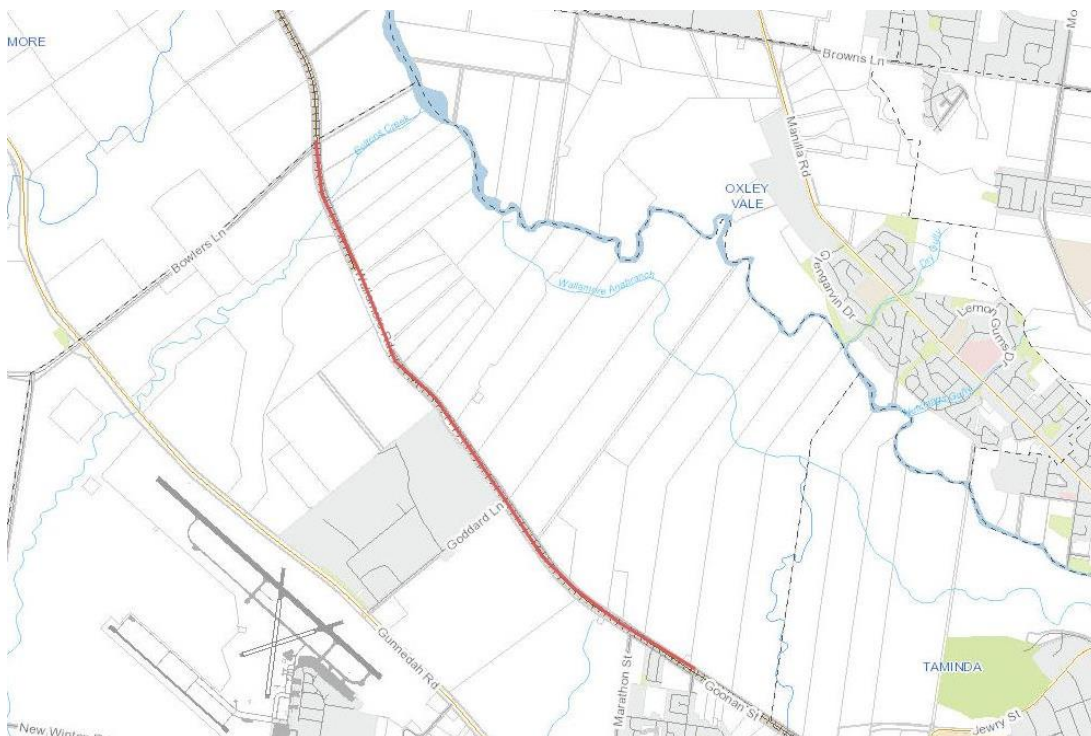


Figure 1: Wallamore Road from Evans Street to Bowlers Lane, Westdale

Council is seeking approval for the installation of the following along Wallamore Road, between Evans Street and Bowlers Lane:

- double one-way barrier lines (BL1);
- double two-way barrier lines (BL2);
- single broken dividing lines (DL1); and
- edge lines (EL1).

Existing intersection line marking at the Evans Street and Bowlers Lane intersections will also be reinstated to improve their visibility.

Following review of the Evans Street intersection line marking, the Committee have requested the following additional works be included:

- installing turn arrows (AR3) within the existing turning lanes;
- installing a Give Way hold line (TB and TB1); and
- installing a Give Way (R1-2) sign.

An updated signage and line marking plan including the recommended modifications from the Committee has been **ATTACHED**, refer **ANNEXURE 1**.

Any vehicles over 14m will be restricted from using Evans Street, from Goonan Street to Wallamore Road, as they can't queue at the hold line without impacting the railway crossing.

COMMITTEE RECOMMENDATION: the Committee members unanimously support;

- the installation of a new double one-way barrier line (BL1), double two-way barrier line (BL2), single broken dividing line (DL1) and edge Lines (EL1) along Wallamore Road, Westdale from Evans Street to Bowlers Lane; and
- the installation of turn arrows (AR3), a Give Way (R1-2) sign and a transverse hold line (TB) at the Evans Street intersection.

76/2025 – 2025 Ride for the Chopper

Council has been approached regarding the Westpac Rescue Helicopter Service “Ride for the Chopper – 2025” charity event being held between Mudgee and Tamworth, NSW.

The event crosses through multiple LGA's including Mid-Western Regional Council, Upper Hunter Shire Council, Liverpool Plains Shire Council and Tamworth Regional Council.

Approximately 40 mountain bike riders and ten support crew in six vehicles will be taking part in the event.

At all times when travelling on local roads there will be a support vehicle in front of all riders with appropriate warning signage and flashing lights, and three or four vehicles trailing the riders, again with appropriate warning signage and flashing lights. Riders will be briefed each morning by the Ride Captain or a designated person with details of the days ride, highlighting hazards, any traffic concerns that riders need to be aware of, and reinforcing safety and compliance where appropriate.

Riders will travel no more than two abreast at any time when on public roads, reverting to single file when deemed necessary by the Ride Captain who will relay the instruction to riders. Support vehicles will be in radio contact by UHF, as will the Ride Captain, to ensure awareness of any traffic or environmental risks that need to be managed during the ride. Details for the ride affecting Council's LGA are shown in Figure 2 below and as follows:

Day 8: Friday 19 September 2025

- Starting location: Quirindi, NSW
- Roads affected: Heath Road, Bartons Lane, Piles Lane, Gowrie Road, Spains Lane, Whitehouse Lane, Ascot-Calala Road, Burgess Lane, Calala Lane, Campbell Road
- Finish Location: Calala Inn, 53 Calala Lane, Calala, 2340

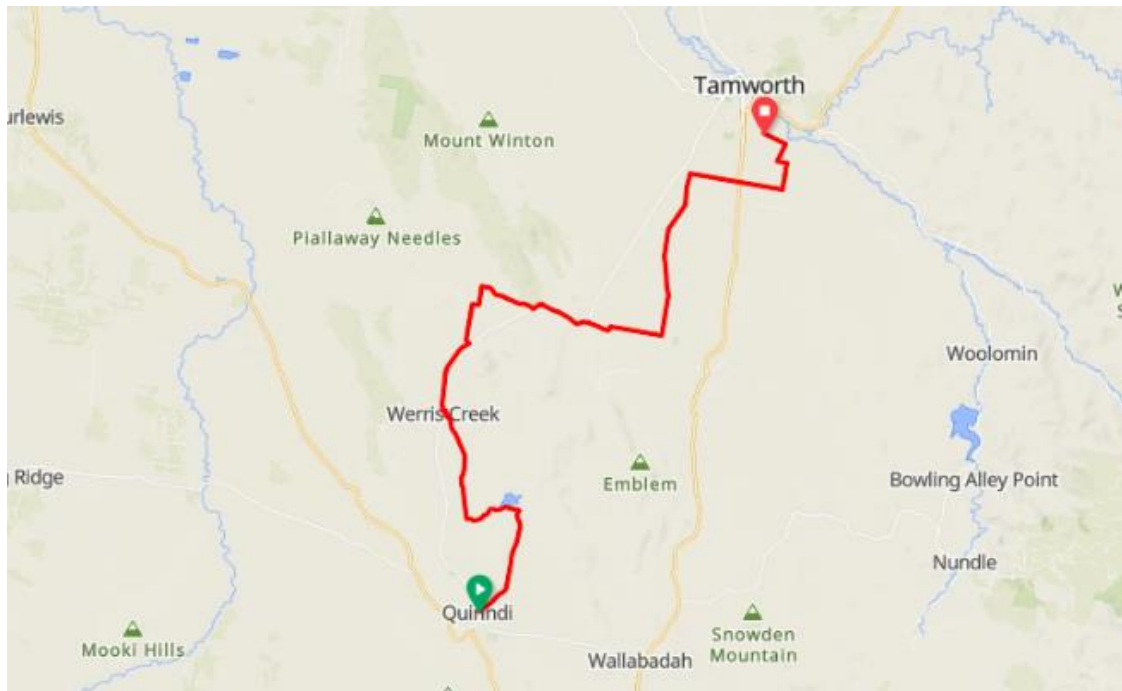


Figure 2: Proposed route from Quirindi to the Calala Inn.

A copy of the traffic management plan for the event is **ATTACHED**, refer **ANNEXURE 2**.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the proposed 2025 “Ride for the Chopper” charity event being held in the Council LGA on 19 September 2025.

79/2025 – Bungendore Spur Road, Watsons Creek - Give Way Signage

Council has been approached regarding safety concerns at the intersection of Bungendore Spur Road and Watsons Creek-Manilla Road in Watsons Creek. The location is shown in Figure 3 below.

As many of the properties along the Roseneath Road were weekenders but are now permanent dwellings, traffic flow has increased & vehicles are NOT giving way to Bungendore Spur Road traffic, even though it's the through road & they have right of way. In the event of an accident, I know standard road rules will apply but signage could help to prevent an accident. If a Give Way sign was erected it would be very much appreciated, as I've had two near misses at that intersection in the last six months, from BOTH directions.



Figure 3: Bungendore Spur Road and Watsons Creek-Manilla Road intersection in Watsons Creek.

Despite the initial request, the Committee have requested Give Way (R1-2) signs be installed on the Bungendore Spur Road approach instead of the Watsons Creek-Manilla Road approach due to the configuration of the intersection and the available sighting distance. Give Way Sign Ahead (W3-2) warning signs are also to be installed.

A signage plan has been **ATTACHED**, refer **ANNEXURE 3**.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the installation of Give Way (R1-2) and Give Way Sign Ahead (W3-2) signs on Bungendore Spur Road in Watsons Creek.

56/2024 – Road Safety Program (Walking and Cycling) - Pedestrian Access Infrastructure, Jack Smyth Drive, Hillvue

Council has been successful with obtaining grant funding within the 2023/24 – 2025/26 Road Safety Program to install pedestrian access infrastructure on Jack Smyth Drive and The Ringers Road in Hillvue. The location is shown in Figure 4 below.

This \$540 million program is equally funded by the Australian and NSW Governments and aims to improve road safety by minimising the occurrence of severe injuries and fatalities, with a focus on vulnerable road users like pedestrians and cyclists. It targets both urban areas and rural high-speed roads, aiming to reduce off-road and head-on collisions.

In accordance with the **ATTACHED** design, refer **ANNEXURE 4**, Council proposes to:

- replace the existing zebra crossing on Jack Smyth Drive (east of roundabout) with a raised pedestrian crossing (low profile) including appropriate:
 - pedestrian crossing (R3-1) signs;

- pedestrian crossing ahead (W6-2) signs; and
 - no stopping (R5-400) signs.
- replace the existing zebra crossing on Jack Smyth Drive (west of roundabout) with a raised pedestrian and cycle crossing (low profile) including appropriate:
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - no stopping (R5-400) signs;
 - shared path (R8-2) signs;
 - shared path stencil markings; and
 - Existing Cyclists Dismount (G9-58) signs are to be removed.
- install a raised pedestrian crossing (low profile) on The Ringers Road (north of roundabout) including appropriate:
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - no stopping (R5-400) signs; and
 - shared path (R8-2) signs.
- replace the existing zebra crossing across the Gate 6 driveway (south of roundabout) with a raised pedestrian crossing (low profile) including appropriate:
 - pedestrian crossing (R3-1) signs; and
 - no stopping (R5-400) signs.
- install pedestrian fencing within all four quadrants of the roundabout;
- install pedestrian fencing along the central median of Jack Smyth Drive (between the western raised pedestrian and cycling crossing and the end of the median);
- install pedestrian fencing along the central median of Jack Smyth Drive (between the eastern raised pedestrian crossing and the end of the median);
- remove the disused driveway into the hockey car park (on The Ringers Road) by extending the kerb and gutter; and
- install the missing shared path connection on The Ringers Road (at location of disused driveway into the hockey car park).



Figure 4: The Ringers Road and Jack Smyth Drive intersection, Hillvue

When events are held at the Australian Equine and Livestock Events Centre (AELEC), a large volume of vehicles (including heavy vehicles with horse floats) and pedestrians are often in attendance. The associated car park is often full and vehicles start overflow parking across Jack Smyth Drive on the old athletics track. This has led to pedestrians crossing the road unsafely at various locations. The proposed infrastructure will assist with pedestrians' control and improve pedestrian safety by funnelling them to designated crossing points.

COMMITTEE RECOMMENDATION: the Committee unanimously supports the installation of pedestrian access infrastructure on Jack Smyth Drive and The Ringers Road in Hillvue.

57/2024 – Road Safety Program (Walking and Cycling) - Pedestrian Access Infrastructure, The Ringers Road, Hillvue

Council has been successful with obtaining grant funding within the 2023/24 – 2025/26 Road Safety Program to install pedestrian access infrastructure on The Ringers Road and Longyard Drive in Hillvue. The location is shown in Figure 5 below.

This \$540 million program is equally funded by the Australian and NSW Governments and aims to improve road safety by minimising the occurrence of severe injuries and fatalities, with a focus on vulnerable road users like pedestrians and cyclists. It targets both urban areas and rural high-speed roads, aiming to reduce off-road and head-on collisions.

In accordance with the **ATTACHED** design, refer **ANNEXURE 5**; Council proposes to:

- install a raised pedestrian crossing (low profile) on The Ringers Road (north of the Longyard Drive roundabout) including appropriate:
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs; and
 - no stopping (R5-400) signs.
- install a raised pedestrian and cycle crossing (low profile) on The Ringers Road (south of the Longyard Drive roundabout) including appropriate:
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;

- no stopping (R5-400) signs;
 - shared path (R8-2) signs;
 - shared path stencil markings; and
 - the new crossing will result in the loss of an accessible parking space. The space will be relocated to the carpark opposite the Tamworth Regional Entertainment and Conference Centre (TRECC) (Car Park A) and will be the subject for approval at a future Committee meeting.
- install a pedestrian crossing (zebra crossing) on Longyard Drive (west of the Longyard Drive roundabout) including appropriate:
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - no stopping (R5-400) signs;
 - shared path (R8-2) signs; and
 - shared path stencil markings.
- install a pedestrian refuge within the existing splitter island on The Ringers Road (south of the Greg Norman Drive roundabout) including appropriate:
 - give way (R1-2) signs (Size AA);
 - shared path (R8-2) signs (Size A);
 - cyclists' dismount (G9-58) signs (Size A);
 - left turn watch for cyclists (G9-245n) signs;
 - right turn watch for cyclists (G9-245n) signs; and
 - shared path stencil markings.
- install a speed hump on Longyard Drive (western side of new pedestrian crossing) including appropriate road hump (W5-10) signs;
- install pedestrian fencing within all four quadrants of the roundabout at The Ringers Road and Longyard Drive intersection;
- install pedestrian fencing on the eastern side of The Ringers Road between the raised pedestrian crossing and the roundabout with Greg Norman Drive;
- install pedestrian fencing on the south western quadrant of the roundabout at Greg Norman Drive; and
- reduce the length of the existing set down area out front of the TRECC (on The Ringers Road) to cater for a two-vehicle kiss and drop area only. No Parking (R5-40) signs will be installed maintain high turnover within the set down area.

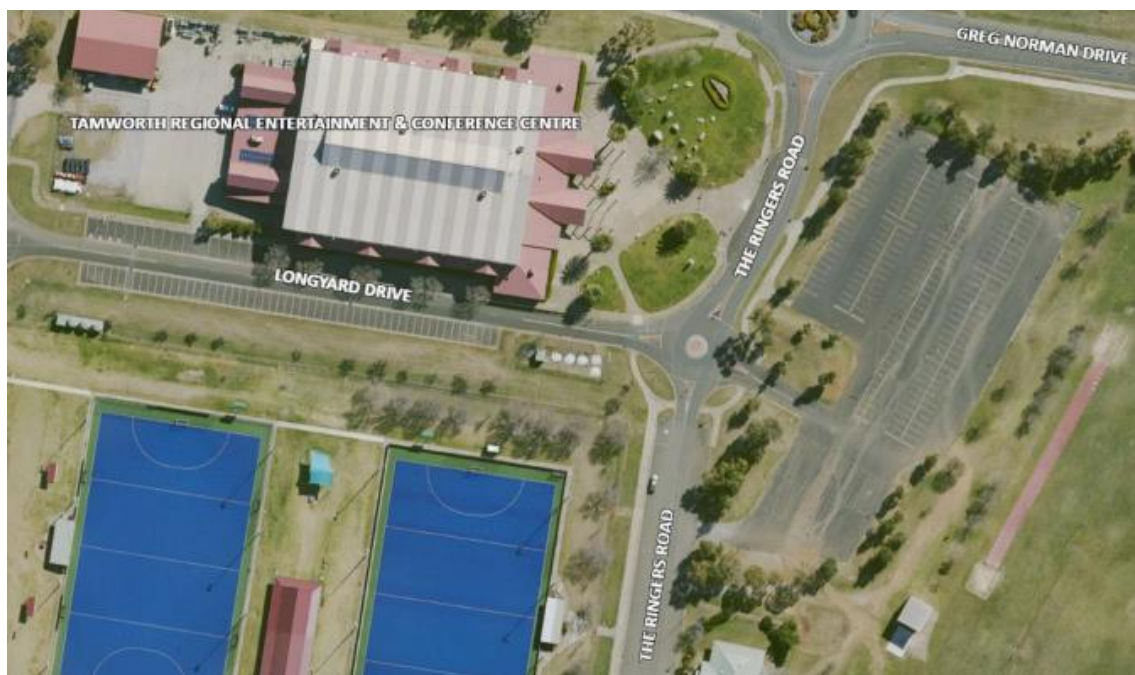


Figure 5: The Ringers Road and Longyard Drive intersection, Hillvue

When events are held at the TRECC, a large volume of vehicles and pedestrians are often in attendance. The associated car park is often full and vehicles start overflow parking on the old athletics track. This has led to pedestrians crossing the road unsafely at various locations. The proposed project will assist with pedestrians' control and improve pedestrian safety by funnelling them to designated crossing points.

COMMITTEE RECOMMENDATION: the Committee unanimously supports the installation of pedestrian access infrastructure on The Ringers Road and Longyard Drive in Hillvue.

58/2024 – Road Safety Program (Walking and Cycling) - Shared Path, Longyard Drive, Hillvue

Council has been successful with obtaining grant funding within the 2023/24 – 2025/26 Road Safety Program to install a new shared path along Longyard Drive in Hillvue. The location is shown in Figure 6 below.

This \$540 million program is equally funded by the Australian and NSW Governments and aims to improve road safety by minimising the occurrence of severe injuries and fatalities, with a focus on vulnerable road users like pedestrians and cyclists. It targets both urban areas and rural high-speed roads, aiming to reduce off-road and head-on collisions.

Council is proposing to:

- install a raised pedestrian crossing (low profile) on Longyard Drive (east of the Cartwheel Way roundabout) including appropriate:
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - no stopping (R5-400) signs; and
 - shared path (R8-2) signs.

- install a shared path on Longyard Drive (from The Ringers Road to the future aquatics site) including appropriate;
 - shared path (R8-2) signs;
 - give way (R1-2) signs; and
 - shared path stencil markings.



Figure 6: Shared path proposed on southern side of Longyard Drive from The Ringers Road to the future aquatics site.

Not only will the path provide safe access to the TRECC for visitors that park on the southern side of Longyard Drive, but it will also provide safe pedestrian access to gymnastics, the golf course and future Aquatics Centre.

Transport for NSW (TfNSW) have requested a swept path analysis be completed to determine how many parking bays should be removed close to the proposed wombat crossing on Longyard Drive. Vehicles should be assessed for manoeuvrability to ensure they can access the parking spaces (including in reverse) without impacting the crossing. The assessment will only need to cater for a B99 vehicle.

Council has updated the **ATTACHED** design, refer **ANNEXURE 6**, removing access to four parking spaces.

COMMITTEE RECOMMENDATION: pending the adjustment to parking spaces close to the proposed wombat crossing, the Committee unanimously supports the installation of a shared path and associated pedestrian access infrastructure on Longyard Drive in Hillvue.

31/2025 – Warwick Road Shared Path, Hillvue

Council has been successful with obtaining grant funding within the 2024/25 Get NSW Active Program to complete the design for a new shared path along Warwick Road, Hillvue, from Edward Street to Duri Road. This location is shown in Figure 7 below.

The \$60 million program funded by the NSW Government, aims to support the development and delivery of walking and riding projects that:

- support continuous and well-connected walking and riding networks across NSW that link communities to local destinations;
- encourage more people to safely walk and ride as part of their daily travel;

- promote independent mobility for children and young people by improving safe walking and riding routes, especially for travel to and from schools;
- integrate active transportation with public transport to support seamless multimodal journeys;
- promote vibrant and liveable neighbourhoods through quality design, creating places that enrich local lifestyles;
- shift community attitudes and behaviours to view walking and riding as viable options for everyday short trips; and
- ensure walking and bike riding connections are accessible to everyone, creating inclusive spaces within communities for people of all genders and abilities.

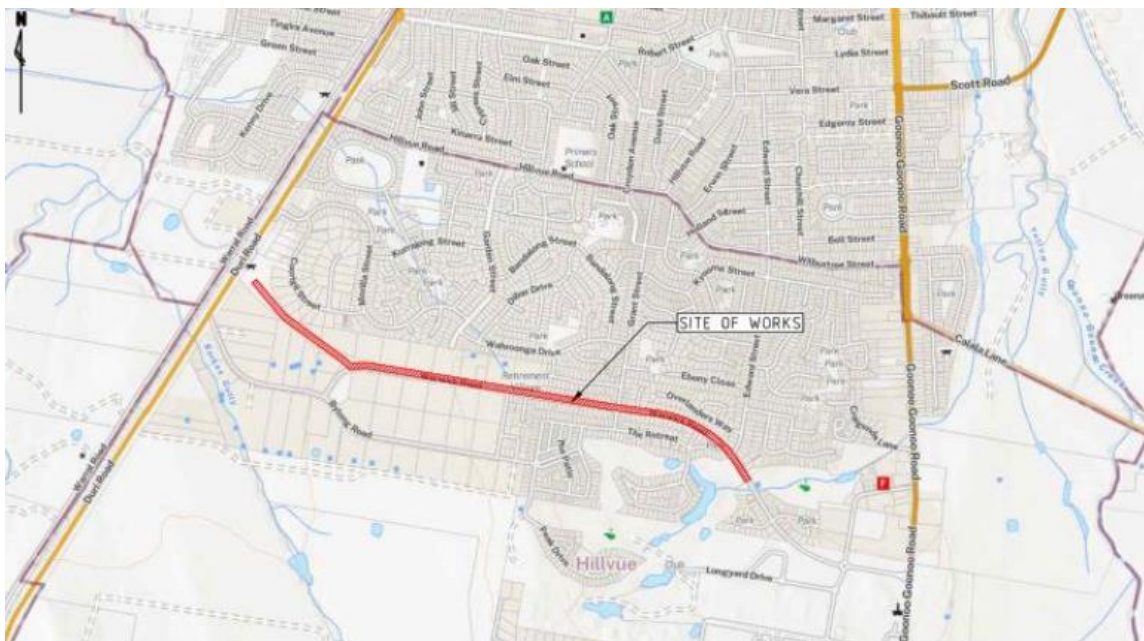


Figure 7: Proposed location of a new concrete shared path between Edward Street and the Tamworth Lions Park in Hillvue.

On the proposed alignment shown within Figure 7, Council proposes to:

- install a shared path on Warwick Road (from Edward Street to Duri Road) including appropriate:
 - shared path (R8-2) signs ensuring spaced no further than 500m apart along the path;
 - shared path stencil markings in alignment with shared path (R8-2) signage; and
 - road ahead (W6-8) signs on approach to all road crossings.
- install a raised pedestrian crossing (low profile) on Warwick Road (west of the Edward Street roundabout) including appropriate;
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - speed bump ahead (W3-4) signs;

- 25km/h advisory speed (W8-2) signs;
 - no stopping (R5-400) signs;
 - shared path (R8-2) signs; and
 - shared path stencil markings.
- install a raised pedestrian crossing (standard profile) on The Grove including appropriate;
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - speed bump ahead (W3-4) signs;
 - 25km/h advisory speed (W8-2) signs;
 - no stopping (R5-400) signs;
 - shared path (R8-2) signs; and
 - shared path stencil markings.
- install a raised pedestrian crossing (low profile) on Grant Street (north of the Warwick Road roundabout) including appropriate;
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - speed bump ahead (W3-4) signs;
 - 25km/h advisory speed (W8-2) signs;
 - no stopping (R5-400) signs;
 - shared path (R8-2) signs; and
 - shared path stencil markings.
- install a raised pedestrian crossing (low profile) on Warwick Road (west of the Darien Avenue intersection) including appropriate;
 - pedestrian crossing (R3-1) signs;
 - pedestrian crossing ahead (W6-2) signs;
 - speed bump ahead (W3-4) signs;
 - 25km/h advisory speed (W8-2) signs;
 - no stopping (R5-400) signs;
 - shared path (R8-2) signs; and
 - shared path stencil markings.
- install a raised pedestrian crossing (low profile) on Warwick Road (east of the Bylong Road Reserve) including appropriate;
 - pedestrian crossing (R3-1) signs;

- pedestrian crossing ahead (W6-2) signs;
- speed bump ahead (W3-4) signs;
- 25km/h advisory speed (W8-2) signs;
- no stopping (R5-400) signs;
- shared path (R8-2) signs; and
- shared path stencil markings.

The Committee requested the Road Ahead (W6-8) warning signs be relocated to be well in advance of the Wombat Crossings to ensure appropriate warning for cyclists of an upcoming crossing. The signs are to be installed on the opposite side of the path from the roadway to minimise potential confusion for motorists.

Council has updated the **ATTACHED** design, refer **ANNEXURE 7**.

COMMITTEE RECOMMENDATION: pending the reposition of Road Ahead (W6-8) warning signs, the Committee unanimously supports the installation of a shared path and associated pedestrian access infrastructure along Warwick Road, Hillvue.

(a) Policy Implications

Nil

(b) Financial Implications

76/2025 – Shall be funded by the event organisers.

74/2025 and 79/2025 – Shall be funded by the Roads Maintenance Budget.

56/2024, 57/2024 and 58/2024 – Shall be funded by the Australian and NSW Governments under the 2023/24 – 2025/26 Road Safety Program.

31/2025 – Shall be funded via a future grant opportunity.

(c) Legal Implications

Nil

(d) Community Consultation

74/2025, 79/2025, 56/2024, 57/2024, 58/2024 and 31/2025 – Any businesses or residents directly affected by the works will be communicated with before commencement.

(e) Delivery Program Objective/Strategy

Focus Area 5 – Connect our Region and its Citizens

9 GOVERNANCE, STRATEGY AND FINANCE

9.1 INTEGRATED PLANNING AND REPORTING, OUR PROGRESS REPORT, JANUARY-JUNE 2025

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Katie Alchin, Manager Strategy & Performance

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Integrated Planning and Reporting, Our Progress Report, January-June 2025”, Council receive and adopt the report:

SUMMARY

The purpose of this report is to present to Council Our Progress Report, January-June 2025. This report is the final report demonstrating progress against actions identified in Our Delivery Plan 2023-2025 and Our Annual Plan and Budget 2024/2025.

COMMENTARY

As legislated by the Local Government Act 1993, all Councils in NSW are required to prepare a comprehensive suite of planning and reporting documentation in accordance with the Integrated Planning and Reporting (IP&R) framework.

The aim of this framework is to support Councils in developing short-, medium- and long-term strategies that address and support the priorities and aspirations of the community, whilst giving due consideration to the broader contexts of Regional and NSW State Government planning priorities.

At the top of the IP&R suite, Council leads the development and implementation of a Community Strategic Plan that provides strategic direction for the community for a minimum of 10 years. The IP&R suite’s medium- and short-term plans are known as the Delivery Program (four years) and Operational Plan (annual).

The IP&R framework also includes a mechanism for reporting back to the community on the outcomes for each strategic plan within the suite.

In accordance with Section 404 of the Local Government Act 1993, Council must ensure that progress reports are provided to Council with respect to the principal activities detailed in the Delivery Program at least every six months.

Our Progress Report

Our Progress Report, January-June 2025, details progress against 235 actions and is the final progress report of Our Delivery Plan 2023-2025 and Our Annual Plan and Budget 2024/2025. These combined plans were adopted by Council at its Ordinary Meeting held 25 June 2024.

Actions from Our Annual Plan and Budget 2024/2025 appear in the Progress Report, **ATTACHED**, refer **ANNEXURE 1**, with an overall indicator on action performance during the reporting period.

The status determination is based on Key Performance Indicators. The status is recorded as either *Achieved, On Track, Monitor or Discontinued*.

At the conclusion of the reporting period, 85% of the recorded actions were reported as *Achieved* or *On Track*, 14% were identified as *Monitor* and 1% as *Discontinued*. Actions have been accompanied by reporting insight comments.

Our Progress Report, January-June 2025, should be read in conjunction with the IP&R suite of documents including Our Community Plan 2023-2033, Our Delivery Plan 2023-2025 and Our Annual Plan and Budget 2024/2025.

(a) Policy Implications

Nil

(b) Financial Implications

Nil

(c) Legal Implications

The Integrated Planning and Reporting Framework is legislated under the Local Government Act 1993.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Ares 9 – Open and Collaborative Leadership

9.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Karen Litchfield, Internal Auditor

2 ANNEXURES ATTACHED

1 CONFIDENTIAL ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Audit, Risk and Improvement Committee”, Council:

- (i) receive and note the Minutes of the meeting held 4 August 2025;*
- (ii) adopt the Internal Audit Charter; and*
- (iii) adopt the Strategic Internal Audit Plan for 2025-2029.*

SUMMARY

The purpose of this report is to present to Council the Minutes of the Audit, Risk and Improvement Committee meeting held Monday, 4 August 2025, and to present to Council the Internal Audit Charter and Strategic Internal Audit Plan for 2025-2029 for adoption.

COMMENTARY

The quarterly meeting of the Audit, Risk and Improvement Committee was held on Monday, 4 August 2025. The Minutes of the meeting are **ENCLOSED**, refer **CONFIDENTIAL ENCLOSURE 1**.

As part of the Office of Local Government Guidelines, Council is required to have an Internal Audit Charter and Strategic Internal Audit Work Plan that is endorsed by the Audit, Risk and Improvement Committee and adopted by Council. The Internal Audit Charter was last adopted in 2021, and has not been reviewed while waiting for the update of the Office of Local Government Model Charter to comply with the Internal Audit Global Standard. Council has since reviewed the Charter independently to be compliant with the new Internal Audit Global Standards and is **ATTACHED**, refer **ANNEXURE 1**, to be adopted by Council.

The Strategic Internal Audit Work Plan covers the term of Council and highlights the Internal Audits to be undertaken each year. The Annual Work Plan is reviewed by the Audit, Risk and Improvement Committee each year to ensure the recommended audits are relevant and to consider any new or emerging issues. The Strategic Internal Audit Work Plan is **ATTACHED**, refer **ANNEXURE 2**, to be adopted by Council.

(a) Policy Implications

Nil

(b) Financial Implications

Costs associated with the Internal Audit function are included in the 2025/2026 Annual Operational Plan.

(c) Legal Implications

Nil

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Group 9 - Open and Collaborative Leadership.

10 COMMUNITY SERVICES

10.1 TAMWORTH REGIONAL COUNCIL HERITAGE WORKING GROUP MEETING MINUTES - 15 AUGUST 2025 (INCLUDING 2025/2026 HERITAGE ASSISTANCE GRANT ASSESSMENT)

DIRECTORATE: LIVEABLE COMMUNITIES

AUTHOR: Terri John, Business Support Co-Ordinator - Executive
Assistant Liveable Communities

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report "Tamworth Regional Council Heritage Working Group Meeting Minutes - 15 August 2025 (Including 2025/2026 Heritage Assistance Grant Assessment), Council:

- (i) receive and note the Minutes of the Tamworth Regional Heritage Working Group Minutes – 15 August 2025;*
 - (ii) adopt the recommendation of the Tamworth Regional Heritage Working Group to offer financial assistance, through the Tamworth Regional Heritage Assistance Grant, to the owners of the following properties:*
-

81-87 Queen Street, Barraba	Nil
44 Gipps Street, Tamworth	\$5,450.00
4 Darling Street, Tamworth	\$9,000.00
59 Upper Street, Tamworth	\$2,000.00
165 Peel Street, Tamworth	\$5,450.00
6 Darling Street, Tamworth	\$9,000.00
26 Savoy Street, Barraba	Nil
103 Caroline Street, Bendemeer	Nil
1050 River Road, Bowling Alley Point	\$10,000.00
57 Strafford Street, Manilla	\$1,550.00
106 Belmore Street, West Tamworth	\$5,000.00
67 Denison Street, West Tamworth	\$4,325.00
Total	\$51,775.00; and

- (iii) approve the amount of \$5,125.19 remaining from the 2025/2026 Heritage Assistance Grant to be carried over to the 2026/2027 Heritage Assistance Grant**

SUMMARY

The purpose of this report is to seek Council's authorisation to issue \$51,775.00 in funding from the Tamworth Regional Council Heritage Assistance Grant 2025/2026. The funding allocation available is \$56,900.19, which includes \$714.19 rolled over from the 2024/2025 Heritage Assistance Fund. It should be noted that the total available funding amount was not allocated.

The purpose of this report is also to present to Council the Minutes of the Tamworth Regional Council Heritage Working Group meeting held on 15 August 2025, and to provide an overview of the meeting outcomes.

COMMENTARY

The main purpose of the meeting of 15 August 2025, was to conduct a review and recommend the allocation of funding to the 2025/2026 Tamworth Regional Council Heritage Assistance Grant applications. The recommendations of the Working Group are outlined in the minutes **ATTACHED**, refer **ANNEXURE 1**.

Applications under the 2025/2026 Tamworth Regional Council Heritage Assistance Grant were invited from Friday 30 May until Friday 11 July 2025 (inclusive). Promotion of the

funding program included distribution of posters to libraries and local businesses, a number of posts on social media, and a Media Launch at the commencement of opening of applications, conducted by Cr Marc Sutherland. Contact was also made with those who had registered an interest in participating in the program.

A total of 12 applications were received this year, slightly fewer than last year, and indicative of the difficulties of obtaining the necessary quotes for works proposed, within the narrow timeframe of applications being open.

This year's applications included a range of residential and commercial projects in Tamworth, Barraba, Manilla, Bendemeer and Bowling Alley Point. Projects included roofing repairs and replacement, painting of external timberwork, establishing appropriate heritage front fencing, and necessary maintenance and renovation of timber or original brickwork that had deteriorated over time.

Projects recommended for financial assistance totalling \$51,775 are listed below. It should be noted that all grant funding to be issued, is exclusive of GST.

81-87 Queen Street, Barraba

Project Summary: Install new steel posts to existing awning of all three business shopfronts of building 81-87 Queen Street, Barraba.

Project cost: \$21,472

Funding sought: \$10,735

Funding awarded: Nil. Not supported on given information

44 Gipps Street, Tamworth

Project Summary: Replace rusted corrugated roofing, guttering and downpipes with new corrugated roofing, new gutters and downpipes to retain original appearance.

Project cost: \$39,480

Funding sought: \$19,740

Funding awarded: \$5,450

4 Darling Street, Tamworth

Project Summary: Painting the exterior of the building—including the front, facades, and side; installation of a Heritage-style fence along the front boundary, and plumbing repairs to address existing leaks, which are accelerating the deterioration of the building.

Project cost: \$27,040

Funding sought: \$13,520

Funding awarded: \$9,000

59 Upper Street, Tamworth

Project Summary: Replace the front roof to prevent further water damage to the internal ceiling above the original part of the house, which was built circa 1894.

Project cost \$20,000

Funding sought: \$5,000

Funding awarded: \$2,000

165 Peel Street, Tamworth

Project Summary: External restoration and painting of the old Square Man Inn, including preparation, cleaning and painting of the outside in line with Council guidelines to protect the delicate brickwork that is already under threat from moisture as well as birds pecking at the mortar to make nests.

Project cost: \$50,000

Funding sought: \$10,000

Funding awarded: \$5,450

6 Darling Street, Tamworth

Project Summary: Preserve and enhance the historic integrity of the original structure, including: exterior painting, roof maintenance, (the roof tiles will be professionally pressure cleaned to remove built-up debris and restore their appearance) and interior painting.

Project cost \$60,000

Funding sought: \$30,000

Funding awarded: \$9,000

26 Savoy Street, Barraba

Project Summary: Renew and replace deteriorated veranda with materials exactly as originally constructed, using same dimension timbers and trims and using metal gauze, to retain original appearance of the house.

Project cost: \$5,800

Funding sought: \$2,900

Funding awarded: Nil. Application Withdrawn

103 Caroline Street, Bendemeer

Project Summary: Roof replacement of Bendemeer Old Post Office building due to existing roof in poor condition and has multiple leaks.

Project cost: \$48,000

Funding sought: \$24,000

Funding awarded: Nil. Not compliant with heritage values

1050 River Road, Bowling Alley Point - Old Schoolmasters Residence

Project Summary: Prepare and repaint the exterior weatherboards of the old Schoolmasters residence.

Project cost: \$42,000
Funding sought: \$21,000
Funding awarded: \$10,000

57 Strafford Street, Manilla

Project Summary: Scope of work is to have a new, period-correct front door crafted with New Guinea Rosewood, to suit the existing side light panels.
Project cost: \$3,098
Funding sought: \$1,550
Funding awarded: \$1,550

106 Belmore Street, West Tamworth

Project Summary: Reconstruct heritage veranda using bullnose roof sheets and a tiled floor in Victorian pattern.
Project cost: \$35,000
Funding sought: \$10,000
Funding awarded: \$5,000

67 Denison Street, West Tamworth

Project Summary: Repointing of brickwork and repairs and painting to existing roof.
Project cost: \$8,650
Funding sought: \$4,325
Funding awarded: \$4,325

Total Funding Allocated \$51,775.00

(a) Policy Implications

Nil

(b) Financial Implications

The recommended funding allocations, as outlined in this report, are in accordance with the \$56,900.19 allocated under Council's adopted 2025/2026 budget.

(c) Legal Implications

Nil

(d) Community Consultation

Community consultation included promotion of the program via media and social media platforms and direct contact with those members of the public who had registered an interest in participating in the program.

(e) Delivery Program Objective/Strategy

Focus Area 7 – Celebrate our Cultures and Heritages

10.2 CEMETERY PROCESSING GUIDELINES - ANIMAL INTERMENTS

DIRECTORATE: REGIONAL SERVICES
AUTHOR: Paul Kelly, Manager - Sports and Recreation
Anton Logan, Operations Manager - Sports and Recreation

RECOMMENDATION

That in relation to the report “Cemetery Processing Guidelines - Animal Interments”, Council maintains its current exclusion of animal burials in its cemeteries until clarification is received from Cemeteries and Crematoria NSW, and a draft policy can be workshopped with Councillors.

SUMMARY

The purpose of this report is to seek Council’s authorisation to continue to exclude the interment of animals in Tamworth Regional Council cemeteries until a draft policy can be workshopped with Councillors on pet burials.

COMMENTARY

The NSW Government has recently completed significant amendments to the Cemeteries and Crematoria Act 2013 (the Act) to strengthen the regulator’s powers, deliver improved outcomes for consumers and their families, and provide clarity for interment industry operators.

The changes to the Act deliver a range of improvements, including:

- further protecting consumers by strengthening Cemeteries & Crematoria NSW’s (state government authority) role in managing complaints and giving it discretion to share information about its regulatory activities.
- making it easier for relatives and community members to undertake monument maintenance to honour their loved ones.
- addressing the burial supply crisis by enabling activation of existing cemetery space for new interments while respecting the protection of existing remains and heritage items.
- improving governance by embedding advisory groups representing cemetery operators and community and consumer groups to provide feedback on issues affecting the industry.
- empowering operators to follow reasonable notification processes to contact interment right holders (or their successors) about any matters impacting a grave site, replacing out of date provisions and applying a common-sense approach to reach the intended audience.
- strengthening religious and cultural protections by requiring operators to ensure they are taking all reasonable steps to follow practices applicable to a portion of a cemetery.

The Act was previously silent on whether people may have the remains of animal interred with them. The amendments clarify that, to the extent to which it is not inconsistent with another Act or law, the new Act will permit the placement and burial of animal remains in an interment site from 1 September 2025.

While the amended Act permits the interment of animal remains, it is also very clear that operators, such as Tamworth Regional Council, can set their own policies with respect to the interment of animal remains.

Since these changes have been proposed, Council staff have been involved in workshops with Cemeteries & Crematoria NSW and other Councils throughout NSW to seek clarification on a range of matters that the provision for the burial of animals in cemeteries might create.

Such things that are being clarified are:

- which animals would be included or excluded under the Act as suitable for burial/interment in a public cemetery;
- how would the transfer of the animal remains be conducted;
- what would be the requirements for the transfer of the animal (e.g. body bag);
- risk to staff handling the deceased animal;
- risk to staff reopening a grave;
- if interment of an animal is within a grave where a deceased already is buried, what would be the public health risks if exhumation of a deceased is required where an animal is located as a second interment;
- what is the required depth of burial for an animal and does this differ depending on the species;
- with a human burial a Medical Certificate Cause of Death or Coroners Release is provided to the Cemetery Operator. What documentation would be provided for disposal of an animal;
- requirements for recording of pet interments in public cemeteries; and
- who can authorise (provide owner's consent) a burial/interment of ashes of a pet (companion animal).

While staff wait for further clarification on the above, it is recommended that Council maintains its current exclusion of animal burials in its cemeteries, beyond the introduction of this new Act from 1 September 2025. Upon seeking clarification of the above matters, staff will prepare a draft policy that will be workshopped with Councillors.

(a) Policy Implications

Nil implications at this stage. Following clarifications with Cemeteries and Crematoria NSW, a draft policy will be workshopped with Councillors before seeking formal adoption.

(b) Financial Implications

Nil

(c) Legal Implications

Nil

(d) Community Consultation

Nil – Following a workshop with Councillors, community consultation will form part of the development of a draft policy for Council.

(e) Delivery Program Objective/Strategy

Focus Area 2 – A Liveable Built Environment.

11 REPORTS TO BE CONSIDERED IN CLOSED COUNCIL

Nil
