



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 DECEMBER 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, 11 November 2025 and Extraordinary Meeting held on Thursday, 27 November 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**

Nil

OPEN COUNCIL REPORTS

7 **ENVIRONMENT AND PLANNING**

7.1 PROPOSED ROAD NAMES FOR APPROVED SUBDIVISION (LOT 596 DP 1304828) CHARDONNAY DRIVE, NORTH TAMWORTH - MOD2025-0002

DIRECTORATE: LIVEABLE COMMUNITIES

AUTHOR: Kathleen See-Kee, Development Support Officer

1 ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Proposed Road Names for Approved Subdivision (Lot 596 DP 1304828) Chardonnay Drive, NORTH TAMWORTH - MOD2025-0002 (DA0238-2015)”, Council:

- (i) approve in principle the road names: ‘Prosecco’ Way and ‘Moscatel’ Drive;*
 - (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 596 DP 1304828 Chardonnay Drive, North Tamworth. Council has approval from the Geographical Names Board to name the new roads 'Prosecco' Way and 'Moscatel' Drive.

COMMENTARY

Proposed Road Names:	'Prosecco' Way and 'Moscatel' Drive
Development Consent:	MOD2025-0002 (DA0238-2015) for Staged Subdivision – granted 19 June 2015
Theme or origin of proposed names:	Continuation of Street Name Theme – Viticulture (encompassing wine and grape varieties)
Geographical Names Board Approval Date:	12 November 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 UPDATED TAMWORTH CITY WIDE FLOODPLAIN RISK MANAGEMENT STUDY

DIRECTORATE: REGIONAL SERVICES
AUTHOR: Graeme McKenzie, Manager - Strategy, Assets and Design
Reference: Item 7.1 to Ordinary Council 12 June 2012 - Minute No 181/12
Item 7.7 to Ordinary Council 24 April 2012 - Minute No 128/12
Item 8.4 7 to Ordinary Council 10 September 2019 - Minute No 296/19
Item 8.1 to Ordinary Council 26 September 2023 – Minute 240/23

3 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Updated Tamworth City Wide Floodplain Risk Management Study”, Council:

- (i) receives and adopts the updated Tamworth City Wide Floodplain Risk Management Plan;*
- (ii) adopts the flood planning area for Tamworth based on the findings of the updated study; and*
- (iii) instructs the Director Regional Services to work with Council’s GIS team to have the updated information loaded on to Council’s website and be accessible by the general public.*

SUMMARY

This report discusses issues around flood modelling information that was utilised as part of the development of the Tamworth City Wide Floodplain Risk Management Plan. The issues include significant increases in the flood discharge and resulting flood levels for some of the minor catchments in the city.

The report outlines the background to these issues that were identified with the original flood modelling and how these issues have been addressed and rectified. The report indicates the changes in flood levels (reductions) from the original modelling to the updated modelling.

Based on this updated flood modelling, the Tamworth City Wide Floodplain Risk Management Plan has been updated. As the issues with the flood modelling only affected some of the smaller catchments flowing into the Peel River system, the overall impacts on the previously approved floodplain risk management plan and flood planning area are considered minor.

COMMENTARY

The Tamworth City Wide Floodplain Risk Management Plan (the Plan) was received and adopted by Council at their Meeting on 26 September 2023. The Plan was prepared by Hydrospatial Pty Ltd, an engineering consultancy specialising in computational flood modelling, floodplain management, water resources and spatial analysis.

The extent of the study area is shown in red on Figure 1.

The issues identified with Nemingha were found to be influenced by both of these factors. It should be noted that the storm event that produced the maximum flood levels at Nemingha was a 120 minute storm event, where the Peel River system through Tamworth has maximum flood levels generated by a 720 minute storm event over the larger Peel catchment.

The issue producing the higher discharges in the Goonoo Goonoo Creek catchment was more difficult to identify. The following is repeated from the September 2023 Council report to help understand the modelling process and where the error arose.

The stormwater industry has access to a range of specialised hydrology and hydraulics software programs. Each program has different capabilities, applications, strengths and limitations. The following software was utilised in the preparation of the Tamworth City Wide Flooding Investigation.

- DRAINS is widely used in the stormwater industry as specialised urban software. However, DRAINS also has the capability to emulate RORB and RAFTS procedures that are typically used in large undeveloped (rural) catchments within the same model as an urban catchment. The flexibility afforded by this approach has a broad range of applications. DRAINS uses the ILSAX hydrology model and the Horton loss procedure to produce the rainfall excess hydrographs used in urban flood estimation. DRAINS uses pits, pipes, channels and overflow routes to convey hydraulic flows through an urban stormwater model.
- RORB and RAFTS use a storage routing hydrology model and the initial loss – continuing loss procedure to produce the rainfall excess used in flood estimation. Both programs use routing along stream reaches to convey hydrographs as hydraulic flows through the stormwater model. Storage within the stream reaches allows detention basins and dams to be readily modelled.
- TUFLOW is specialised two dimensional dynamic software used for simulating water surface levels on the floodplain. Typically, hydrographs of rainfall excess produced by DRAINS are input into the TUFLOW model which produces the flood water surface elevation plans shown in Tamworth City Wide Flooding Investigation (Volume 2). TUFLOW also has the capability to model complex open channel and underground pipe networks.

The issue with the Goonoo Goonoo Creek model was found to be an issue in DRAINS modelling for the catchment where the overland flow routes in the model were reverting to zero length, effectively eliminating the travel time for stormwater in the system to flow to the bottom of the catchment. Elimination of this travel time increases the magnitude of the peak flow in the hydrograph, resulting in increased flood levels within the catchment. This issue was also found to be a third factor influencing flows in the Cockburn (Nemingha) catchment.

Once this error had been confirmed, Hydrospatial had to rerun all of the flood models for the minor catchments and reproduce the final reports with updated figures and exhibits.

The differences between the original Hydrospatial modelling and the updated (2025) Hydrospatial modelling are summarised in Table 1 below. All numbers shown are a reduction in flood levels in mm.

Table 1: Differences between Original Hydrospatial Modelling and Updated (2025) Hydrospatial Modelling

Catchment Model	Average Level Difference (mm)
Peel River	15
Goonoo Goonoo Creek	500
Timbumburi Creek	55
Cockburn River (Nemingha)	228
Murroon Creek	Negligible
Boltons Creek	5
Tangaratta Creek	43
Calala Creek	6
Oxley Vale	Negligible

Structure of the Documents

All of the documents produced previously by Hydrospatial as part of the development of the Tamworth City Wide Floodplain Risk Management Plan have been updated. The updated documents are included as follows:

- The Tamworth City Wide Floodplain Risk Management Plan consists of a Main Report **ATTACHED**, refer **ANNEXURE 1** and a set of figures **ATTACHED**, refer **ANNEXURE 2**.
- As part of the Tamworth City Wide Floodplain Risk Management Plan project, the flood studies for Tamworth have been updated to include the methodologies set out in ARR 2019. The updated flood study is included in Addendum 1 **ATTACHED**, refer **ANNEXURE 3**.

Recommendations

The recommended measures presented in the Council report of September 2023 remain unchanged.

Based upon the multi-criteria assessment of the flood mitigation options, the following options were recommended for implementation:

- FM02 – Pump out from behind the levee
- FM04 – Computerised flood gates
- FM05 – Detention basins upstream of East and North Tamworth
- PM01 – Update development controls
- PM03 – Voluntary house raising

- RM01 – Flood education programs
- RM02 – Early warning system

Now that the remodelling has been undertaken, the immediate priority will be to get the updated information onto Council's GIS system to make this information available to the general public.

(a) Policy Implications

Nil

(b) Financial Implications

The projects recommended in the Council report of September 2023 in Table 1 will form part of Council's Capital Works program. Projects recommended in a Flood Risk Management Plan are often eligible for two thirds NSW government grant funding. The remaining third will be funded from the Flood mitigation reserve over several years.

(c) Legal Implications

Section 733 of the Local Government Act gives Council an exemption from liability in respect of anything done or omitted to be done by Council in so far as it relates to the likelihood of land being flooded or the nature or extent of any such flooding if Council works in accordance with the Floodplain Development Manual. Council follows the processes presented in the Floodplain Development Manual when considering proposed developments on flood impacted land.

(d) Community Consultation

Initial community engagement sessions were held in 2020, with all property owners within the existing flood mapping sent an invitation. The draft plan was placed on public exhibition for 42 days in April and May 2023. Letters were sent to all property owners within the proposed flood planning area (FPA). There was a significant response during the public exhibition period which triggered a revision and reduction of the number of properties included in the proposed FPA.

As the changes in the flood modelling outcomes related only to the minor catchments and the changes were reductions in flood levels, additional community engagement was not considered necessary. It is noted that the data is expected to become available on the Council website in the coming months.

Ongoing community engagement is recommended to ensure that the flood risk is better understood by the community and that changes to development controls are understood for individual properties.

(e) Delivery Program Objective/Strategy

Focus Area 2 – A Liveable Built Environment

9 GOVERNANCE, STRATEGY AND FINANCE

9.1 SCHEDULE FOR COUNCIL MEETINGS FOR 2026

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Lisa May, Coordinator Governance and Executive Services

RECOMMENDATION

That in relation to the report “Schedule for Council Meetings for 2026”, Council fix the dates and times for Council Meetings for 2026 as follows:

	Time	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	July 2026	Aug 2026	Sept 2026	Oct 2026	Nov 2026	Dec 2026
Ordinary Council	6:00 pm	-	10 th	10 th	14 th	12 th	16 th	14 th	11 th	8 th	13 th	10 th	1 st
		-	24 th	24 th	28 th	2 nd June	30 th	28 th	25 th	22 nd	27 th	-	15 th

SUMMARY

The purpose of this report is to confirm the dates and times for the Council Meetings for the 2026 calendar year. Council may change the dates by resolution.

COMMENTARY

Section 365 of *Local Government Act 1993*, states:

“The Council is required to meet at least 10 times each year, each time in a different month”.

Tamworth Regional Council’s Code of Meeting Practice 2.1.3, allows for changes to dates and times for Meetings:

Council may, by resolution, vary the time, date and place of Ordinary Meetings should circumstances exist to warrant the change in time, date or location.

However, Ordinary Meetings of Council will be held on the second and fourth Tuesday of each month, commencing at 6:00pm at the Lands Building Nemingha Room, 25-27 Fitzroy Street, Tamworth NSW.

Typically, there are no Council Meetings held in January.

The first Ordinary Council Meeting for 2026 is proposed on Tuesday, 10 February 2026.

Council relies on the statutory role of the Mayor as stated in Section 226 (d) of the *Local Government Act 1993*, “to exercise, in cases of necessity, the policy-making function of the governing body of the council between Meetings of the council”, should the exercise of this role of the Mayor be required during the month of January.

Council also relies on the statutory role of the General Manager as stated in Section 335 (a) of the *Local Government Act 1993*, “to conduct the day-to-day management of the Council in accordance with the strategic plans, programs, strategies and policies of the Council”.

The Easter Public Holiday falls on 3 April 2026, and 6 April 2026, and will not affect the dates proposed. ANZAC Day falls on Saturday, 25 April 2026 and will not affect the Council Meeting dates proposed.

Tamworth is hosting the Regional Cities Forum in May, therefore the 2nd Meeting in May will be deferred until the 2nd June.

The National General Assembly is scheduled for 23-25 June 2026, which falls on the second Tuesday of the month, a Council meeting has not been scheduled on this date, however a meeting has been scheduled for 30 June 2026 to ensure all Council business for end of financial year is completed.

The LG NSW Annual Conference is scheduled for 22-24 November 2026, which falls on the second Tuesday of the month, a Council meeting has not been scheduled on this date.

The report lists two Meetings for December, being 1 December 2026 and the 15 December 2026 (third Tuesday of the month) to allow Council to finalise all business before Christmas closer.

A copy of the proposed 2026 Schedule of Dates, is listed below:

	Time	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026	Oct 2026	Nov 2026	Dec 2026
Ordinary Council	6.00 pm	-	10 th	10 th	14 th	12 th	16 th	14 th	11 th	8 th	13 th	10 th	1 st
		-	24 th	24 th	28 th	2 nd June	30 th	28 th	25 th	22 nd	27 th		15 th

(a) Policy Implications

Council may, by resolution, vary the time, date and place of Ordinary Meetings should extenuating circumstances exist which would prevent the Ordinary Meetings of the Council being held.

(b) Financial Implications

Nil

(c) Legal Implications

Nil

(d) Community Consultation

Public Notices advising of the dates and times of the Council Meetings (and/or Extraordinary) will be placed on the Tamworth Regional Council website.

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and Collaborative Leadership.

9.2 CODE OF MEETING PRACTICE

DIRECTORATE: OFFICE OF THE GENERAL MANAGER

AUTHOR: Lisa May, Coordinator Governance and Executive Services

1 ANNEXURES ATTACHED

1 CONFIDENTIAL ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Code of Meeting Practice”, Council adopt the new Code of Meeting Practice.

SUMMARY

The purpose of this report is for Council to adopt the draft Code of Meeting Practice in accordance with the Local Government Act 1993, following public exhibition and comment.

COMMENTARY

Council at its Ordinary Meeting held 23 September 2025, endorsed the draft Code **ATTACHED**, refer **ANNEXURE 1**, and the Code was placed on public exhibition for a period of 42 days in accordance with the Local Government Act 1993. The Code of Meeting Practice complies with the new 2025 Model Code of Meeting Practice released by the Office of Local Government. Submissions in relation to the policy were to be received by 5 November 2025. Two submissions were received **ENCLOSED** refer **CONFIDENTIAL ENCLOSURE 1**. The first submission supports the prohibition of pre-meeting briefings and the second submission is critical of Council’s livestream. Neither submission requires a change to the Code of Meeting Practice.

Councils have until 31 December 2025, to adopt a new Code of Meeting Practice in line with new provisions of the Local Government Act 1993, and associated regulations.

The new Tamworth Regional Council Draft Code of Meeting Practice has been developed in consultation with Councillors to determine the non-mandatory provisions.

(a) Policy Implications

Upon adoption, the Code of Meeting Practice will be available to staff via the intranet and the public via the internet.

(b) Financial Implications

Nil

(c) Legal Implications

Tamworth Regional Council’s Code of Meeting Practice complies with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021* and the new Model Code of Meeting Practice.

(d) Community Consultation

The draft Code was placed on public exhibition for community consultation for a period of 42 days, from 24 September 2025 to 4 November 2025. Two submissions were received.

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and Collaborative Leadership

9.3 2026 AUSTRALIA DAY EVENTS

DIRECTORATE: OFFICE OF THE GENERAL MANAGER

AUTHOR: Lisa May, Coordinator Governance and Executive Services

RECOMMENDATION

That in relation to the report “2026 Australia Day Events ”, Council nominate Councillors to attend and participate in the Australia Day celebrations and activities at:

<i>Barraba</i>	<i>Cr _____</i>
<i>Bendemeer</i>	<i>Cr _____</i>
<i>Kootingal</i>	<i>Cr Matt Sharpham</i>
<i>Manilla</i>	<i>Cr _____</i>
<i>Nundle</i>	<i>Cr _____</i>
<i>Woolomin</i>	<i>Cr _____</i>
<i>Tamworth</i>	<i>Cr Russell Webb</i>
	<i>Cr Matt Sharpham</i>
	<i>Cr _____</i>

SUMMARY

The purpose of this report is to advise Council on the progress for the planning of the 2026 Australia Day activities throughout the region.

COMMENTARY

Council will be working with Section 355 Committees and community organisation throughout the region to organise and conduct Australia Day activities. In 2026, 26 January will fall on a Monday.

As the details are confirmed this will be communicated to the respective Councillors and preparations made for their attendance. Council will promote final information to the community when all event details are confirmed.

It is expected there will be changes to some of the activities however, at the time of this report the following is known:

Barraba

Award ceremony, BBQ and live entertainment coordinated by Council staff.

6.00pm at the Barraba Golf Course, Trevallyn Road Barraba.

Bendemeer

Official Ceremony, entertainment and games coordinated by the Bendemeer Hotel, Caroline Street, Bendemeer

10.00am to 4.00pm at the Bendemeer Hotel, Caroline Street, Bendemeer

Kootingal

Breakfast and Australia Day Address coordinated by the Kootingal and District Lions Club Inc.

8:00am to 10:00am at Memory Park, Denman Avenue, Kootingal – 8:00am breakfast. Approx. 8:45am Australia Day Address followed by Australia Day games

Manilla

Breakfast, Awards Ceremony and live entertainment coordinated by the Manilla Matters S355 Committee and Council staff.

8.00am at Manilla Swimming Pool, Corner Arthur and church Streets, Manilla – 8.00am breakfast. 9.00am Awards ceremony

Nundle

Awards Ceremony and live entertainment coordinated by Council staff.

6.30pm at the Nundle Bowling Club, 1 Crosby Street, Nundle.

Woolomin

Social Bush Cricket and barbeque breakfast coordinated by the Woolomin Wombats Bush Cricket Group.

8:30am to 11am at the Woolomin Recreation Reserve, Monro Street, Woolomin.

Tamworth

Tamworth Citizenship Ceremony & Australia Day Awards:

War Memorial Town Hall

Organised by Council staff with assistance from the Australia Day Working Group.

10:00am - 10:45am – Church service

11:00am - 12:30pm – Awards and Citizenship Ceremony

12:30pm - 1:30pm – BBQ lunch

Bicentennial Park, Kable Avenue

Organised by Council staff.

7:00pm – TCMF Closing Ceremony Concert incorporating Australia Day Celebration and the Best of the Buskers

9.30pm – Fireworks

(a) Policy Implications

Nil

(b) Financial Implications

Expenditure for these events is allocated in the 2025/2026 Annual Operational Plan and Budget. Council has been successful in obtaining \$10,000 funding from the National Australia Day Council to assist with the delivery of the Awards Ceremonies

and regional events in the communities of Barraba, Manilla, Kootingal, Nundle and Woolomin.

(c) Legal Implications

In an instrument of approval under subparagraph 12(2)(a)(iv) of the *Australian Citizenship Act 1948*, the Minister has approved that the Mayor of a city, municipality or town and the General Manager of a Council are authorised to be presiding officers for citizenship ceremonies. For this reason, the Mayor (or General Manager in the Mayor's absence) is invited to perform the ceremony in Tamworth on Australia Day

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 7 – Celebrate Our Cultures and Heritage

Focus Area 9 – Open and Collaborative Leadership

9.4 PLACE MANAGEMENT UPDATE - SECTION 355 COMMITTEE MINUTES

DIRECTORATE: LIVEABLE COMMUNITIES

AUTHOR: Kay Burnes, Team Leader - Place Management

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report "Place Management Update - Section 355 Committee Minutes", Council:

- (i) *appoint the following executive members and members to the Attunga Public Hall and Youth Hall Committee as an outcome of the Committee's Annual General Meeting held on 5 August 2025:*

Chairperson *Lorraine Abra*

Deputy Chairperson *Margaret Markwick*

Secretary *Hayley Ferguson*

Treasurer *Lavinia Todd*

Booking Officer *Daron Johnson and Margaret Markwick*

Members: Warren Brinkley, Noel Hollis, Ian Regan, Jackie Blanch, Ken Blanch, Robyn Mowbray;

- (ii) *appoint the following executive members and members to the Barraba Showground Management Committee as an outcome of the Committee's Annual General Meeting held on 14 August 2025:*

Chairperson *Campbell Tonkin*

Deputy Chairperson *Sinclair Hughson*

Secretary *Don Roberts*

Treasurer Bert Graves

Booking Officer Tania Alderton

Members: Tracy Fitzgerald and Steve Ward. User Group Representatives being Show Committee - Dave Penna, Carmen Bennett, Jockey Club – Peter Spencer, Sinclair Hughson, Tim Bucknell, Race Horse Trainer – Gunny Smith, Barraba Campdraft Committee – Carmen Bennett, Jarrod Hannaford, Pony Club – Dianne Etheridge, Lea Watkins, Muddy Mayhem – Ally Denyer, Phil Denyer;

- (iii) appoint the following executive members and members to the Bendemeer Town Hall Committee as an outcome of the Committee’s Annual General Meeting held on 20 July 2025:**

Chairperson Anne Doak

Deputy Chairperson Chris Greenaway

Secretary Brad Hobson

Treasurer James Manton

Booking Officer Zoe Manton

Members: Eve Sinton, Heather Edwards, Amy Fletcher, Beth Phelps, Liz Baker;

- (iv) appoint the following executive members and members to the Limbri Public Hall and Recreation Reserve Local Committee as an outcome of the Committee’s Annual General Meeting held on 2 August 2025:**

Chairperson Jane Daly

Deputy Chairperson vacant

Secretary Julia James

Treasurer Terri Moore

Booking Officer vacant

Members: Beryl Doak, Ross Doak, Brett Nies, Lisa Nies, Sandy Hawley, Linda Nicholls, Eugene Nicholls, Chris Blackmore, Dave Thorley, Mel Thorley, Phil Gaynor;

- (v) appoint the following executive members and members to the Manilla Matters Committee as an outcome of the Committee’s Annual General Meeting held on 11 September 2025:**

Chairperson Kate Phelps

Deputy Chairperson vacant

Secretary Greg Phelps

Treasurer David Ridgewell

Members: Tamara Phelps, Gwen Taylor, Jim Maxwell, Nat Martin, Maria Primerano;

- (vi) appoint the following executive members and members to the Piallamore Recreation Reserve Committee as an outcome of the Committee’s Annual General Meeting held on 17 August 2025:**

Chairperson **Mark Stass**

Deputy Chairperson **Robert Hutt**

Secretary **Jo-anna Heenan**

Treasurer **Jo-anna Heenan**

Booking Officer **Mark Stass**

Members: Sue Stass, Francene Hutt, Wendy Cheetham, Richard Cheetham, Stuart Garland, Steve Cartwright, John Clifford, Anthony McClelland, Bob Abra, Nicolette Moss, Allan Moss, Barry Moss, Colin McCormack, Jack Domis;

- (vii) appoint the following executive members and members to the Somerton War Memorial Hall and Recreation Ground Committee as an outcome of the Committee's Annual General Meeting held on 28 August 2025:**

Chairperson **Nell Chaffey**

Deputy Chairperson **George Gardiner**

Secretary **Laurie Chaffey**

Treasurer **Drue Daly**

Booking Officer **vacant**

Members: Wayne Chaffey, Marg Fenwicke, Jan Dirks, Mary Dowe, Carol Horn, Janet Redden, Tom Woolaston, Max Gardiner;

- (viii) appoint the following executive members and members to the Weabonga Hall and Recreation Reserve Committee as an outcome of the Committee's Annual General Meeting held on 31 August 2025:**

Chairperson **Mia Jenkins**

Deputy Chairperson **vacant**

Secretary **Shane Thompson**

Treasurer **Sara Rumble**

Booking Officer **Gary Mahony and Ian (Bert) Robertson**

Members: Billy Mann, Paul Rumble, Kaylee Rumble, Elisa Barnard, Troy Cooper, Ross White, Ruth White, Brayden Rumble, David Jones, Dennis Chenoweth, Sara Cooper, Howard Webster, Evon Yule;

- (ix) appoint the following executive members and members to the Woolbrook Hall and Park Committee as an outcome of the Committee's Annual General Meeting held on 17 September 2025:**

Chairperson **Anthony Haling**

Deputy Chairperson **Timothy Laurie**

Secretary **Kylie Matthews**

Treasurer **Janelle Smith**

Booking Officer **Belinda Laurie**

Members: Emma Baker, Dorelle Steel, Gary Orlich, Rhonda Orlich, Jason Clark, Sandra Clark, Kylie Matthews, David Allerton, Sheina Allerton, Natalie Clifford,

Amanda Scott, Joe Guerrini, Georgia Clark;

- (x) note the proclamation on the 14 November 2025 that transfers the town of Woolbrook to Walcha Council and dissolve the Woolbrook Hall and Park Committee established under Section 355 of the Local Government 1993;*
- (xi) require that any assets held by the Woolbrook Hall and Park Committee be transferred to Walcha Council;*
- (xii) determine that any liabilities held by the Woolbrook Hall and Park Committee be transferred to Walcha Council;*
- (xiii) write to members of the Committee formally advising of the dissolution of the Committee and thank the current Committee members for the commitment they have displayed in the care and management of the Woolbrook Hall and Park Committee; and*
- (xiv) note the appointment of the Barraba and Manilla Australia Day Advisory Panel members.*

SUMMARY

Tamworth Regional Council's Section 355 Committees each have delegated functions which may include the management of a facility, the coordination of an event or an advisory function to submit recommendations and advice to Council in regard to a specific community facility.

The purpose of this report is to:

- present the minutes of a number of Section 355 committee meetings and consider the items for adoption, as recommended by the committees; and
- inform Council of the notable outcomes of Place Management activities in the community.

COMMENTARY

Council has received nine sets of Minutes requiring items for adoption, from Section 355 Committees. The Meeting Minutes are **ATTACHED**, refer **ANNEXURE 1**.

Notable outcomes, achievements and items under the Place Management Team are:

The Barraba Australia Day Panel was due for renewal in October 2025. The method of using an Australia Day Panel in Barraba has proven successful and positively accepted by the Barraba Community. Given the success of the Barraba Australia Day Advisory Panel it was considered appropriate to appoint a Manilla Australia Day Advisory Panel to review the annual Manilla Australia Day Award nominations.

The panels do not have a delegated function. The panel plays an important role in celebrating local achievements by reviewing nominations for the annual Australia Day Awards and selecting the award recipients for each community.

A call for Expressions of Interest from community members was launched on 21 October 2025, and closed 6 November 2025. Each panel consists of four community members, appointed for a three-year term.

The following nominations were received and appointed to the Manilla Australia Day Advisory Panel:

- Hannah Lane
- Gwen Taylor
- David Ridgewell
- Monica Nash

The following nomination was received and appointed to the Barraba Australia Day Advisory Panel:

- Deborah Mullins

The remaining three Barraba Australia Day Advisory Panel positions will be filled by independent Council officers with experience in volunteering from the Barraba area.

(a) Policy Implications

It is a policy decision of Council to maintain Section 355 committees and practices having regard to Council's community governance structure and Section 355 of the *Local Government Act 1993*.

(b) Financial Implications

Section 355 Committee and Place Management activities and budgets are maintained under the Liveable Communities Directorate budget.

(c) Legal Implications

Section 355 of the *Local Government Act 1993*, enables the Council to appoint a committee, to exercise a function on its behalf by way of a committee of Council. This is used in conjunction with Section 377 of the *Local Government Act 1993*, to formally delegate a function to the appointed committee.

The Australia Day Advisory Panels do not have a delegated function of Council.

(d) Community Consultation

Community Engagement was undertaken via Council's website and broadly within the Barraba and Manilla communities to publicise the invitation to all community members to submit an Expression of Interest for Barraba and Manilla Australia Day Panels, with applications being received from 21 October 2025 until Thursday, 6 November 2025.

(e) Delivery Program Objective/Strategy

Focus Area 4 – Resilient and Diverse Communities

Focus Area 9 – Open and Collaborative Leadership

9.5 REVIEW OF GENERAL POLICY REGISTER - ADOPTION

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Lisa May, Coordinator Governance and Executive Services
Reference: Item 9.5 to Ordinary Council 23 September 2025 Minute No. 236/25

1 ANNEXURES ATTACHED
1 CONFIDENTIAL ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Review of General Policy Register - Adoption ”, Council:

- (i) formally revoke or amend all previous General Policies; and*
- (ii) confirm adoption of the updated General Policy Register as identified in the ATTACHED refer ANNEXURE 1.*

SUMMARY

The purpose of this report is to advise Council that no public submissions have been received following public exhibition of the General Policy Register and for Council to adopt the updated General Policy Register.

COMMENTARY

Council at its Ordinary Meeting held 23 September 2025, resolved as follows:

That in relation to the report “Review of General Policy Register”, Council:

- (i) endorse the proposed revocation or amendment of the General Policies identified in the Annexures and advertise the proposed changes for a period of 28 days for public comments prior to formal revocation or amendment by Council; and*
- (ii) request a further report to Council following the review period to consider any public comments received and adopt the General Policy Register.*

The General Policy Register was placed on public exhibition for a period of 28 days and 2 submissions were received which are **ENCLOSED** refer **ENCLOSURE 1**.

Several minor changes were recommended by Council to be undertaken at the Ordinary Meeting 23 September 2025, and these have been reflected in the updated General Policy Register.

Additionally, an alteration has been made to the following Policies in the Register:

Pensioner Policy	<p>The addition Statutory Rebate and Voluntary Council Rebate have been added to the definition table.</p> <p>Under the heading ‘Intention’, the following has been added as a replacement for dot point 7 below the script:</p> <p><i>‘Council will achieve this by’</i></p> <ul style="list-style-type: none"> • <i>rebates will be granted to pensioners who met the eligibility criteria and will be limited to the current rating year and rating year prior to the application. Adjustments beyond the current and previous year may be made to correct any irregularities and/or administrative errors, where required;</i> <p>Under the heading ‘Intention’, the following dot paint has added below the script as dot</p>
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	<p>point 12: <i>‘Council will achieve this by’</i></p> <ul style="list-style-type: none"> <i>will grant a pensioner rebate where an eligible pensioner, not the owner of the property, has a life interest in the property and is responsible for payment of rates. Council requires confirmation in writing from a legal representative with a copy of the will of a deceased estate, copy of the Certificate of Title if the life tenancy is registered or relevant documentation to validate a life tenancy agreement;</i>
<p>Acceptance of Waste Generated Outside the Tamworth Regional Council Local Government Area</p>	<p>Change made to last dot point with the below additions highlighted in red:</p> <ul style="list-style-type: none"> Any additional surcharge, for volumes under 1,000 tonnes, will be determined by the Manager Waste and Resource Recovery (or delegate), considering both the above criteria and: <ul style="list-style-type: none"> Resource recovery and recycling options available; Economic, social and environmental impacts to TRC by accepting of the material; and Other facility or disposal options available for the material. Volumes over 1,000 tonnes require approval by Council prior to acceptance. Council will approve the fees and charges (including any surcharge).

(a) Policy Implications

The General Policy Register provides direction to staff and Council on matters relating to Council operations.

(b) Financial Implications

Nil

(c) Legal Implications

Nil

(d) Community Consultation

The General Policy Register was placed on public exhibition for a period of 28 days from 28 September 2025 to 27 October 2025, and 2 submissions were received.

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and Collaborative Leadership

10 COMMUNITY SERVICES

10.1 TAMWORTH REGION ARTS ADVISORY COMMITTEE MEETING MINUTES - 3 JULY 2025

DIRECTORATE: CREATIVE COMMUNITIES AND EXPERIENCES

AUTHOR: Bridget Guthrie, Director Art Gallery and Museums

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Tamworth Region Arts Advisory Committee Meeting Minutes - 3 July 2025”, Council:

- (i) receive and note the minutes;*
- (ii) approve the Committee’s recommendation of a public art sub-committee to address the specific needs and design requirements of public art: and*
- (iii) continue to advocate for 4-year multi-year funding from Create NSW for both the Gallery and Museums, noting that their two-year application has been successful.*

SUMMARY

The purpose of this report is to present the minutes of the Tamworth Region Arts Advisory Committee (TRAAC) meeting held 3 July 2025, and to provide Council with an overview of the meeting outcomes and the recommendations made by the TRAAC members.

COMMENTARY

This meeting of the TRAAC committee included several speakers that presented to the committee members. The minutes are **ATTACHED**, see **ANNEXURE 1**.

Arts Northwest Executive Director Lauren Mackley gave a presentation on the Yarn Bombing Project. The Yarn Bombing of the Picasso Guitar is a finale to the two-year regional art initiative. This ephemeral public art piece is to coincide with the *Hats Off to Country* festival and will include a public opening featuring live music and will be on display for several weeks.

Barry Harley presented on the 2025 Tamworth Country Music Festival results, demonstrating record-breaking performance with 40,000 daily attendance and over 700 artists performing and 1,800 scheduled events across ten days. A media campaign presented by Karlee Cole was based around the phrase ‘Country’s Always Been Cool’, which gives reference to the rise in popularity of Country Music in pop culture while recognising Tamworth’s long history with the genre.

Peter Ross reported on his trip to Nashville during CMA Fest as part of Council's Sister Cities arrangement. The trip provided valuable insights into venue management, public art programs, and festival operations, with particular focus on their successful mural program and wayfinding systems.

Bridget Guthrie provided several public art updates including the Manilla mural project following a successful community consultation by Playstate. The chosen design for the Manilla mural aligns with the 'Overhead and Underneath' theme specified in the grant application. A discussion also occurred around several of the water tank proposals we have received to date and the need to prioritise these suggestions and seek additional funding to bring these large-scale murals to completion.

It was also recommended that Council proceed with an EOI process to both property owners who are willing to host murals on their property and mural artists who will design and implement the murals. This will enable Council to have a list of eligible sites and artists moving forward and assist to ensure property consent is approved in advance.

Due to the volume and specific needs of the public art work required the Committee recommended that a separate Public Art Sub-committee be created to ensure artwork designs and public art project needs were addressed.

Tamworth Regional Gallery and several other major regional NSW galleries were unsuccessful in securing four-year funding despite applications being deemed 'of excellence' by peer panels due to insufficient funding allocation by Create NSW. While 52% of overall applicants were successful, less than 18% of regional galleries received multi-year funding indicating a systemic disadvantage for regional arts organisations under the new funding model.

The Committee members at this meeting recommended that Council urge the NSW Government to restore adequate and equitable funding through Create NSW to Tamworth and other regional NSW Arts ventures. After this committee meeting the Tamworth Regional Gallery was informed that their two-year application to Create NSW had been successful with a \$15,000 annual increase. Council was also successful in receiving funds for the Tamworth Regional Museums for the first time to the value of \$98,925 annually for two years.

(a) Policy Implications

The successful funding applications through Create NSW link back to the implementation of the Tamworth Region Gallery Strategy 2025 -2028 and the Tamworth Region Museum and Archive Strategy 2024/25 – 2029/30. This funding is essential to achieve the identified objectives and KPI's included in these plans.

(b) Financial Implications

Tamworth Regional Gallery has been informed that their two-year application to Create NSW had been successful with a \$15,000 annual increase for 2026 and 2027. Tamworth Regional Museums has also been successful for the first time to the value of \$98,925 annually for 2026 and 2027 from Create NSW.

(c) Legal Implications

Nil

(d) Community Consultation

The TRAAC includes ten community members who represent a broad range of art disciplines. The Committee provides strategic advice to the Council in relation to ‘Arts’ matters within the region and makes recommendations regarding priority areas for development.

(e) Delivery Program Objective/Strategy

Focus area 3 – Prosperity and Innovation

Focus area 7 – Celebrate Our Cultures and Heritage

Focus area 8 – A Strong and Vibrant Identity

10.2 DRAFT GRAFFITI MANAGEMENT PLAN 2025-2030

DIRECTORATE: LIVEABLE COMMUNITIES

AUTHOR: Gino Tiberi, Community Safety and CCTV Specialist

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Draft Graffiti Management Plan 2025-2030”, Council adopt the Draft Graffiti Management Plan following the public exhibition.

SUMMARY

The purpose of this report is to provide Council with feedback received from the public during the 28-day period in which the Draft Graffiti Management Plan 2025–2030 (the Plan) was on public exhibition, and to present the finalised Plan to Council for consideration to be adopted.

COMMENTARY

Following approval by the Council at its Ordinary Meeting on 14 October 2025, the Draft Graffiti Management Plan 2025–2030 was placed on public exhibition for 28 days from 15 October 2025 to 12 November 2025. No submissions were received during the exhibition period. The Plan is **ATTACHED**, refer **ANNEXURE 1**.

(a) Policy Implications

Nil

(b) Financial Implications

The 2025-2026 budget includes an allocation of \$25,000 for the implementation of the Graffiti Management Plan. This funding allocation is considered sufficient to deliver the objectives of the Plan and as such, no additional funding will be sought.

(c) Legal Implications

Nil

(d) Community Consultation

In the preparation of the Draft Graffiti Management Plan, a range of stakeholders were consulted including:

- The Community Safety Working Group which includes members of the Oxley Police District, Tamworth Business Chamber, Tamworth and District Liquor Accord, government and non-government agencies as well as Community Representatives; and
- Local Government New South Wales.

During the Plan’s formal Public Exhibition period, a dedicated page was created on Council’s ‘Have Your Say’ website allowing community members an opportunity to provide feedback on the Draft Plan. While no feedback was received, the page was visited on 32 separate occasions and the Plan downloaded 17 times.

Additionally, information relating to the Draft Plan was provided to local media outlets and published on Council’s ‘Latest News’ webpage.

(e) Delivery Program Objective/Strategy

Focus Area 4 – Resilient and Diverse Communities

11 REPORTS TO BE CONSIDERED IN CLOSED COUNCIL

RECOMMENDATION

That the confidential reports as listed be considered in a Meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993.

12.1 GENERAL MANAGER - ANNUAL PERFORMANCE REVIEW 2024/2025

DIRECTORATE: OFFICE OF THE GENERAL MANAGER

AUTHOR: Russell Webb, Mayor

2 CONFIDENTIAL ENCLOSURES ENCLOSED

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (a) of the Local Government Act 1993 on the grounds that the matter and information is personnel matters concerning particular individuals other than Councillors..

SUMMARY

This Mayoral Minute provides additional commentary on the report prepared by the Performance Review Panel (PRP) as part of the annual assessment of the General Manager's performance. The PRP met with the General Manager and undertook this assessment on 10 November 2025.

12.2 PROPOSED LEASE OF PART LOT 101 DP 1119976 - COMPANION ANIMAL SHELTER

DIRECTORATE: OFFICE OF THE GENERAL MANAGER

AUTHOR: Nicholas Hawkins, Commercial Property Officer

Reference: Item 12.5 to Ordinary Council 11 October 2022 - Minute No 309/22

Item 12.1 to Ordinary Council 17 December 2024 - Minute No 377/24

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (c)&(d)i of the Local Government Act 1993 on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

SUMMARY

The purpose of this Council report is to seek Council's authorisation to negotiate and enter into a new lease agreement (as lessee) with the party identified in the body of this report for Part Lot 101 DP 1119976.