

APPENDIX C

SOLAR AND RESOURCE EFFICIENCY ACTION STEERING GROUP

DRAFT TERMS OF REFERENCE

Purpose

The *Solar and Resource Efficiency Action Steering Group* has been formed to develop and monitor the solar and resource efficiency action project included in the Darebin 2013/14 budget with an allocation of \$900,000. The steering group advises Council on the project and has no delegated powers.

Membership

Nominated Councillors, Director City Design and Environment, Council Officers as required.

Chair

Rotating chair will be appointed at the start of each meeting.

Meetings

The group meets at key project milestones as required. Written updates and reports may be provided where meetings are impractical. Meetings will be scheduled for a one hour duration only.

Reporting

Steering Group proposals are recommended to Council in an officer report.

Responsible Officer

Libby Hynes, Manager Environment and Natural Resources

Councillor Members

Councillors Tsitas, Villella, Greco, McCarthy, Li and Williams are members of the steering group.

Quorum

As the steering committee has no delegated powers no formal quorum is required.

Sunset clause

The membership and purpose of the solar and resource efficiency action steering group will be reviewed by Council by June 2014.