

Terms of Reference

Coalition of Regional Energy Mayors (CoREM)

28 April 2023

1. Rationale

The imposition of a Renewable Energy Zone (REZ) on a Local Government Area (LGA) will have a significant impact, both positive and negative. To date, LGAs have not been sufficiently engaged or consulted by state government bodies such as the Energy Corporation, Department of Planning & Environment or the renewable energy proponents, yet LGAs are the ones who will bear the social and financial burden.

By joining together as a coordinated group of LGAs hosting renewables projects we will benefit by sharing information of what works and what does not. We will have greater clout in terms of lobbying government and government departments. Most importantly by adopting a coordinated approach we will be better able to shape the way renewable energy proponents operate in our LGAs.

2. Objectives

The objectives of CoREM will be to

- Set expectations and hold renewables proponents to account when developing in our LGAs.
- Be an effective lobbying force to government and government bodies.
- Be the “authority” of all things REZ as it relates to individual LGAs.

3. Structure

CoREM will remain an agile unincorporated entity in the form of a Voluntary Regional Organisation of Councils in accordance with the exceptions provided under s.358(1)(b) of the *Local Government Act 1993*.

To achieve this CoREM will:

- Establish a Board consisting of the entire membership.
- Establish from the Board membership an Executive as follows:
 - Four members from the Board; plus

- Chair (note Armidale Regional Council appointed as the initial Chair).
 - Two year term commencing April 2023 – April 2025.
 - Chair and Secretariat from the same Council.
- Require a financial contribution from members:
 - \$5,000 per participating LGA on joining
 - Further contribution as determined by the Executive and voted by the membership.
- Responsibilities of the Chair / Secretariat:
 - Facilitating the decisions of the Board and members
 - Managing the financials
 - Managing the contact list
 - Organising meetings
 - Other tasks as directed by the Executive.

4. Decision making

Decision making will be by majority vote (resolution).

5. Eligibility for Membership

Mayors and General Managers of:

- LGAs within a designated Renewable Energy Zone
- LGAs that neighbour a Renewable Energy Zone
- Other LGAs by request.

6. Invitation to join CoREM

Invitation to join CoREM will be ratified by a majority vote of the Board, exercised by the Chair.

7. Membership Contribution

LGAs seeking to join CoREM are required to make an upfront contribution of \$5,000 which they authorise the lead council (host Council of the Chair and Secretariat) to utilise for achievement of the objectives of CoREM. Contributions will be held on behalf of CoREM in a reserve of the lead Council. If there is a change in the Chair, this will be handed over to the Council of the Chair for administration.

8. Additional Contributions

Additional contributions may be sought from member LGAs by resolution of CoREM.

9. Cessation of Membership

A member of CoREM can request to leave CoREM by advising the Chair in writing. All financial contributions made to date will be retained by CoREM.

10. Removal of a Member LGA

CoREM may determine to remove a member via majority vote of the Board.

11. Dissolution of CoREM

CoREM may be dissolved via a majority vote of the Board. Any uncommitted contributions would be returned to CoREM members.

12. Delegation to the Chair

- Official correspondence and advocacy activities on behalf of CoREM
- Authorisation of expenditure by the Secretariat for the reasonable expenses incurred by CoREM in pursuit of its objectives.
- Approval of agenda.
- Development and maintenance of website.
- Statements to the media.
- Social media publication.
- Authorising instructions for legal advice.
- Any other powers as resolved by CoREM.

13. Delegation to the Secretariat

- Up to \$2,500 per month of expenditure upon authorisation from the Chair in order to undertake activities to achieve the objectives of CoREM.
- Publication to website and social media upon direction from the Chair.
- Authorising instructions for legal advice upon direction from the Chair.
- Establishment and operation of bank account in the name of the lead council to hold financial contributions.
- Operation of the bank account to fulfil the objectives of CoREM.
- All other powers as resolved by CoREM.

14. Confidentiality

Chatham House rules will apply whereby members are free to use the information received but neither the identity nor the affiliation of the speaker(s) may be revealed. Members are requested to use discretion.

15. Joint and Several Liability

Any member LGA is only liable to the maximum amount of any contributions made to date. No members of CoREM are individually responsible for and debts incurred or torts committed in the name of CoREM.

16. Conduct of Meetings

Guiding principles of the group are:

- Be informed and contribute;
- Freely share information among the group;
- Be honest and objective;
- All members are equal; and
- Chatham House rules apply.

17. Priorities / Focus

CoREM will develop and continually update the priorities of the group with a focus on the near term, mid-term and long term.

18. Amendments the Terms of Reference

Amendments to the Terms of Reference may be made by resolution (majority vote) of CoREM.