

CCAC Technical and Governance Working Group – Terms of Reference

Mandate

3-5 sentences explaining mandate of the Climate Change Advisory Committee (CCAC) Working Group (WG)

The technical and governance working group will draw from advisory committee member experience, subject matter experts, and external resources to review the technical and industrial components of the City's current and proposed climate change assessments, strategies, key performance indicators, and disclosures, and provide recommendations. The working group will also monitor the City of Hamilton on its climate action implementation and provide recommendations on its plan as well as governance processes.

Objectives and Tasks

List of objectives to achieve mandate.

- a. Ongoing technical review of HCAS with feedback provided to OCCI staff*
- b. Solicit technical experts to delegate before the CCAC and/or provide input to OCCI staff*
- c. Provide technical feedback on new OCCI initiatives*
- d. Review key performance indicators and benchmarking strategies*
- e. Review City climate action commitments and implementation*
- f. Review how the City is applying a climate lens and governance processes*

Complete the table below for list of tasks and estimated timeline(s)

Tasks	Estimated Timeline
Technical review of CEEP	Annually
Technical review of CIAP	Annually
Technical feedback on 2025 OCCI initiatives	December 2024
Review of proposed KPI/benchmarking for reporting	December 2024

Membership

List of members of the WG inclusive of both CCAC and non-CCAC members. At least

Co-Chairs:

- 1. Matthew Tutty*
- 2. Lucia Iannantuono*

Working Group Members:

- 3. Maryluz Velasco*
- 4. Bayode Akomolafe*
- 5. Giuliana Casimirri*
- 6. Jeff Harti*
- 7. Adan Amer*
- 8. Zach Kuszczak*
- 9. Tran Nguyen*
- 10. Mary Ellen Scanlon*
- 11. Gillian Henry*

Meetings

Proposed number of meetings to achieve objectives.

- 1. October (Oct 2nd or 3rd)*

3. December (Date TBD)

Resources and Budget

Total budget for YEAR being requested:	\$100
Total number of City Staff needed to support:	1

Table 1.0 Itemized Budget for Working Group

[illegible]

