



Green Roof Working Group

Terms of Reference

Date Adopted:

Name and Type of Committee/Scope of Authority

The ALIDP Green Roof Working Group (GRWG) is a committee formed under the Alberta Low Impact Development Partnership Society (ALIDP) to allow for the open sharing of past and present information pertaining to green roof management technologies/research and provide an avenue for future research and development collaboration in Alberta.

General Purposes

The GRWG supports two goals:

- To promote green roof projects:
 - To inventory green roof projects.
 - To promote and align research and monitoring on new and existing green roofs.
- To promote networking among stakeholders:
 - To educate.
 - To promote collaboration among ALIDP partners.

Composition and Appointment

- The GRWG is comprised of a minimum of 5 and maximum of 7 members, including at least one ALIDP Director.
- In accordance with the ALIDP Bylaws:
 - The ALIDP Board of Directors (BoD) appoints a Chairperson and a BoD Director (who acts as a liaison to the BoD) to the GRWG.
 - The Chairperson recruits members of the GRWG.
- After an initial three-year establishment period, members of the GRWG will endeavour to stagger their service so that one-third of the GRWG members are new each year.
- GRWG members are ALIDP partners in good standing.

Meetings and Decision Making Process

- The GRWG meets a minimum of 3 times per year.
- Regular participation at meetings is expected.
- The required minimum quorum for the GRWG is 2/3 of the GRWG.
- The GRWG will review terms of reference annually.
- Concerns may be raised to the GRWG and are to be dealt with in accordance with ALIDP procedures.

- The GRWG will organize an annual meeting (in the form of a workshop, or social event to encourage networking, etc.) for the ALIDP.

Reporting

- An annual report of activities and a work plan will be provided to the BoD for review.

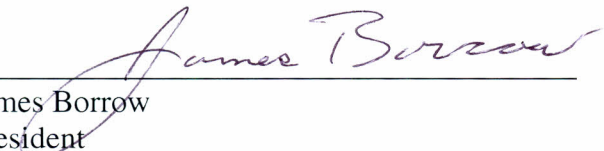
Committee Roles

- Ratify GRWG Terms of Reference with the BoD.
- Prepare annual report of activities, budget and work plan and submit to the BoD for approval.
- Review and approve fund disbursement.
- Communicate with ALIDP partners as needed.
- Maintain online presence.

Resources Required

- Access to the ALIDP website.
- Meeting space.
- Budget to match work plan.
- Volunteers.

Adopted May 20th, 2014



James Borrow
President