

COMMITTEE GOVERNANCE PRACTICES: GUIDANCE FOR TAC COUNCILS AND COMMITTEES

One of the fundamental tenets of TAC's mission is to serve as a neutral forum for gathering or exchanging ideas, information and knowledge on technical issues. To maintain and preserve the forum, it is critical that councils, task forces and committees have broad-based participation and open discussion and interaction among participants. Accommodating a range of different perspectives ensures that issues are considered from a variety of angles which supports good decision-making.

TAC's councils and committees are encouraged to consider following governance practices for managing membership:

- Each TAC member provincial, territorial and federal transportation department has an opportunity to appoint a representative to councils/committees;
- Councils/committees include representatives from key sectors, including the public, private and academic sectors, wherever possible;
- Any member agency on a council/committee casts one vote on any matter, regardless of the number of individuals from that agency that participate on the council/committee;
- Appointments from other organizations are invited for a limited time, with due consideration for renewals, to allow opportunities for other interested organizations to participate;
- Opportunities are explored and processes developed to accept new council/committee members and volunteers;
- Total council/committee membership is maintained at a manageable size, as determined by the council/committee executive, to facilitate productive meetings and accomplish work plans; and
- Councils/committees regularly review their membership, considering the foregoing and seeking to ensure balanced representation, active involvement and productivity is maintained;