

URBAN TRANSPORTATION COUNCIL
Transportation Finance Standing Committee - Terms of Reference

September 25, 2010

Role:

1. To support the activities of the Urban Transportation Council (UTC) in particular and TAC in general, by serving as a resource to the Council and by providing information and input to the Council and other elements of the TAC organization as required.
2. To collect information and provide analysis concerning current issues and initiatives pertaining to innovative and sustainable financing of urban and regional transportation infrastructure and operations.
3. To encourage debate regarding innovative and sustainable approaches to financing of urban and regional transportation infrastructure and operations.
4. To provide support to individual members of the UTC and the Committee when they represent their jurisdiction in forwarding positions to stakeholders and senior governments concerning urban and regional transportation financing that are compatible with financing principles espoused by the UTC.
5. To support affiliated associations and organizations in their efforts in promoting innovative financing mechanisms for urban transportation that are compatible with the finance principles agreed to by the UTC.

Membership

1. Membership of the Standing Committee is open to all members of TAC with an interest in finance. The Committee may invite non-TAC members as participants, however they will not have voting privileges.
2. An effort will be made to include a broad spectrum of interests on the Committee with representation from across the country.
3. The Committee will be limited to no more than 15 members. A waiting list i.e. "Friends of the Committee", will be maintained who will receive minutes of the meetings and potentially be involved in working groups established by the Committee.
4. An annual review of membership with the objective of rotation will be undertaken.

Meetings

1. The Standing Committee will undertake its business primarily by conference call and electronic means. Face to face meetings will be called when required.
2. The Standing Committee will establish Working Groups to be responsible for specific projects. Working Group meetings will be called as and when required.

Committee Operations

1. The Committee will operate by consensus. In the event of a vote, only TAC members can vote.
2. If this fails, recourse will be had to the Urban Transportation Council to provide direction.
3. Active participation of members is expected.
4. After consultation with the Committee, the Chair will arrange for administrative support for the Committee.

Officers

1. The Urban Transportation Council has appointed a Chair who will hold office for the first two years.
2. The Standing Committee will elect a Vice-Chair who will hold office for two years, after which it is expected that the Vice-Chair will become Chair.
3. The Chair will become a member of the Urban Transportation Council if not already a member to provide the link between the Council and the Standing Committee.
4. The Past Chair may continue to be a member of the Standing Committee for two years.

Reporting

1. The Standing Committee reports to the Urban Transportation Council of TAC.
2. The Standing Committee Chair will provide progress reports for the Urban Transportation Council at its Spring and Fall Meetings.
3. Minutes of Standing Committee meetings shall be circulated to all Urban Transportation Council members.