



## **Member Appointments – Capital Projects & Procurement Working Group and Budget Working Group**

**Date:** February 27, 2019  
**To:** TTC Board  
**From:** Chief Executive Officer

### **Summary**

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This report requests the TTC Board to appoint members to the Capital Projects & Procurement Working Group, and to approve a change to the existing membership roster for the Budget Working Group.

### **Recommendations**

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It is recommended that the TTC Board:

1. Appoint as many as three (3) members to the Capital Projects & Procurement Working Group; and
2. Appoint Commissioner Shelley Carroll as a regular member of the Budget Working Group.

### **Financial Summary**

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Board members receive no remuneration for their participation on working groups. As such, there are no financial implications resulting from this report.

### **Equity/Accessibility Matters**

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No immediate equity or accessibility impacts were identified in the preparation of this report. Members of both the Capital Projects & Procurement Working Group and the Budget Working Group support TTC staff on the advancement of initiatives and projects where use of the TTC's Diversity and Inclusion Lens and Toolkit is required. This tool guides managers and employees to consider the potential impacts of projects, actions and initiatives on diverse employees and customers and helps identify when steps should be taken to eliminate or reduce any negative impacts or unintended barriers.

## **Decision History**

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At its meeting on July 12, 2017 the TTC Board approved the establishment of a Capital Projects & Procurement Working Group to provide TTC Board members and TTC management adequate time and focus to assess business cases and other stage gate deliverables.

[July 12, 2017 Decision - TTC Board Capital Project Governance](#)

At its meeting on January 10, 2019 the TTC Board appointed the following members to the Budget Working Group: Commissioner Jim Karygiannis (member), Commissioner Brad Bradford (member) and Commissioner Shelley Carroll (alternate member).

[TTC Board Governance and 2019 Meeting Schedule](#)

## **Issue Background**

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Working Group membership is typically comprised of 5-7 staff members and upwards of three Board members. They meet on an informal basis and make no decisions that would materially advance the business or decision making of the Board. These meetings allow Board members to work directly with staff on any matters where they may have a specific interest or expertise.

## **Comments**

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The Capital Projects and Procurement Working Group functions in a collaborative capacity to achieve effective project management, and provides guidance on the development of TTC procurement policies and practices, and future information on technology changes that impact transit. With the start of the 2018 – 2022 term it is necessary to appoint as many as three members to this working group.

The Budget Working Group provides expertise and assistance to staff in preparation for the annual budget process. At its January 10, 2019 meeting the TTC Board approved the appointments of two regular members and one alternate member. In order to enhance the contributions of the Board members on the Budget Working Group it is advisable to change the status of the alternate member to that of a regular member.

## **Contact**

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## **Signature**

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