



Mobility and Transportation Working Group

Terms of Reference

Role:

The role of the Mobility and Transportation Working Group is to provide advice to the City's Civic Administration on the implementation of the Mobility Master Plan.

Mandate:

The Working Group is a loosely structured group brought together to provide feedback, share insights, and offer practical advice to the Civic Administration on the scoping and delivery of initiatives identified in the [Mobility Master Plan](#). The purpose of the Working Group is to create a collaborative space where diverse perspectives can be shared openly and constructively. This would include feedback on:

- Planning and design of mobility infrastructure
- MMP Actions such as:
 - o Support for new forms of mobility;
 - o reviews of mobility services provided by the City, London Transit Commission and others;
 - o community programs; and,
 - o safety actions.
- Transportation Demand Management (TDM) initiatives (e.g., Smart Commute London)
- Standards and policy reviews
- Land use plans with significant mobility impacts such as secondary plans
- Climate change considerations related to mobility

Meeting Frequency: The Working Group shall meet three times per year with an option for additional meetings or virtual interactions if beneficial.

Working Group Composition and Membership:

The Working Group shall comprise up to 15 members of the community. The Working Group shall be comprised of residents and organization representatives with a variety of perspectives on Mobility in London. Working Group members shall reasonably represent the broader interest of the community and provide a voice for community perspectives.



Resident members shall have knowledge and lived experience related to mobility in London. Diversity of perspectives will guide the selection process. Knowledge of mobility planning, design and/or Accessibility would be an asset.

Organizations represented shall be formal broadly-focused entities with knowledge and expertise. Working Group membership is limited to a maximum of one participant per organization with delegation permitted as required for participation from that organization.

Identification of Working Group members shall be managed by Civic Administration. As a new group, the initial term will be three years. Canada's [50-30 Challenge](#) will be considered in the review of applications.

Procedures: Meetings will be held at City Hall. Meeting agendas will be created by Civic Administration, provided in advance and minutes taken. A progress report shall be submitted by the Civic Administration annually to the Infrastructure and Corporate Services Committee (ICSC).

Meetings will be chaired by the Director of Transportation & Mobility or designate. City staff from relevant service areas will also attend. The meeting procedure will be informal, discussion-based and not bound by formal procedure or voting. The conduct of Working Group members shall be in keeping with Council Policy including the Respectful Workplace Policy. Working Group members will serve without remuneration.