

**Keeping UITP fit for 21<sup>st</sup> century challenges**  
**Evolution of Commissions and Committees**

In the difficult financial context of UITP, the General Secretariat carried out a diagnosis of the Association's structural weaknesses and proposed an action to be implemented as from June 2013. UITP needs to place members at the core of its activities and to deliver services to all segments of the membership. All departments are reviewing their functioning in order to increase membership satisfaction and attract new members by delivering value for money.

This review will impact the traditional work processes of C°-Cttee, with a review of deliverables and some adaptation of staff support. C°-Cttee will continue to be the engine of UITP's knowledge base. However, a different approach is required to meet the changing expectations of an increasingly international and diverse membership.

**A new portfolio of deliverables**

Keyword of the action plan are *Visibility* and *Access* for all members, incl. those not in C°-Cttee. This intention is give value to the membership by to deploying services on frequent and regular basis to all members. This double principle will translate through:

- **C°-Cttee newsletters** twice/year, available to all members, informing about state of work, new releases, events, major item of interest, call for interest/volunteering... A detailed concept note in under preparation. These Newsletters will also offset the reduction of PTI issues from 6 to 4/year.
- **Conferences:** fewer than in past. One in Spring, one in Autumn. Subject: bus, rail and one variable to be defined by PresCom. Available organization capacity shifted towards:
- **Seminars and workshops (S&W):** New event formats to attract different audience: shorter, leaner, more affordable, « operational »; New channel to disseminate your output/consolidate your work. Tentatively 8/year, with selection to be performed by PresCom. Description sheet is attached. S&W should be primarily organised in Belgium, France or Germany for accountancy reasons (independently from local host).
- **Congress workshops:** C°-Cttee recover a role in World Congress programme and have the possibility to organize interactive sessions and discussions on subject of their work plan.
- **Electronic services:** New MOBI+ with specific page for each C°-Cttee and shared work facilities; MyUITP, a new Member-only community to connect, share, comment
- **Publications:** carefully chosen due to reduced man power availability
- **Trainings:** new training products will be developed and C°-Cttee input/validation is welcome.

We are confident that this plan will raise the value perception of your C°-Cttee and we call for the active support of all Chairpersons, Vice Chairs and members to meet this challenge successfully.

**Impact on current C°-Cttee practice**

However, this ambitious plan will have to be implemented by slightly contracted human resources, which will be involved in newer activities (statistics, membership development, EU affairs...). Therefore it is inevitable that these activities will be organized instead of and not on top of current ones. This is the foreseen operation:

- Only one staff support for meetings. Assistant should be replaced by local support on the spot
- No meeting minutes > list of actions and decisions. Interesting discussion content to be issued in newsletter fro wider sharing

- 1 full meeting / year. 2nd short coordination meeting linked to S&W. If 2nd full meeting deemed necessary, it is proposed to be fully organised by the Chair and/or a local host
- More use of IT (incl video conferencing, dedicated Cttee-CO web space and collaborative work platform) for working groups and to keep contact between meetings. This will be especially the case to prepare S&W, newsletter etc.
- More synergies with EU-projects encouraged (covering part of staff cost)
- Proposed revision status of Regional transport and Waterborne Cttees
- Full review and harmonisation of Terms of Reference of C°-Cttees will be required to ensure more active participation and introduce the possibility to reduce duration of membership in C°-Cttees

We understand that some reluctance will be expressed and recognize some good arguments. There is some flexibility required, as long as overall objectives are met. Not all C°-Cttee will be affected in same way. Trilateral conference call (Chair/manager/Director KMS) will be organised in early May to deepen subject and prepare the Geneva meetings and communication to members. Ideally, this new approach should be applied after the Geneva Congress. We understand there may be an issue with “legacy” initiatives already in the pipeline. We try to transform some of existing invitations into S&W

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## New event formats to attract different audience segments: shorter, leaner, more affordable, « operational »

New channel to disseminate your output/consolidate your findings

### **Seminar**

- 80-120 pax,( higher-)middle managers
- 1 day
- Present the state of the art  
Share expertise  
(optional) External keynote
- Networking drink at end
- Fees: Member 400€, C°-Cttee member 240€, Non members 800€
- Open to non-members

### **Workshop**

- 30-75 pax, middle management
- 1 day
- Discuss topic  
Co-build knowledge
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- Fees: Member 250€, C°-Cttee member 150€, (Non members 500€)
- Mainly for members