
Transport for the North General Purposes Committee Agenda

Date of Meeting	Wednesday 23 February 2022
Time of Meeting	1.30 pm
Venue	Virtual

Item No.	Agenda Item	Page
4.0	Committee Meeting Arrangement and Relationship with TfN Board and Terms of Reference To consider the Terms of Reference, and the frequency and format of meetings.	7 - 10

This page is intentionally left blank

Meeting:	General Purposes Committee
Subject:	Meeting arrangements and Terms of Reference
Author:	Julie Openshaw – Head of Legal Services
Sponsor:	Martin Tugwell – Chief Executive
Meeting Date:	23 February 2022

1. Purpose of the Report:

- 1.1 To consider the Terms of Reference, and the frequency and format of its meetings in future.

2. Recommendations:

- 2.1 That General Purposes Committee:
1. Considers its Terms of Reference and future operation;
 2. Identifies any amendment to the Terms of Reference for consideration by the TfN Board, particularly with reference to the areas set out in paragraph 3.5 below;
 3. Considers the arrangements for its forthcoming meetings.

3. Main Issues:

Relationship between Board and General Purposes Committee

- 3.1 In March 2021 the TfN Board established a Members' Working Group to review the arrangements for a General Purposes Committee. The Group concluded that the Committee has a role to play in the governance of Transport for the North and that it should be established. It also concluded that the arrangements set out in the Constitution for representation on the Committee on the basis of regional groups was the most appropriate way forward; the Group also concluded that a representative of the LEP members on Board should be added. It concluded that the Terms of Reference should be reconsidered by the Committee itself once it meets, but advised that, in its view, the Terms of Reference should not include the appointment, performance and discipline of statutory officers, which in its view should be the remit of a separate committee.
- 3.2 On 29th September 2021 Board resolved that a LEP member should be added to Committee membership. Initial nominations to the Committee were agreed at that meeting and at the 24 November 2021 Board meeting. A report is to be presented to Board's Consultation Call on 23 February 2022 seeking to finalise and complete appointments to General Purposes Committee. That report reflects the position which has developed in the meantime whereby the Board resolved, at the request of the Leaders of the four constituent authorities within the Humber sub-region, to allow for the purposes of Rail North Committee two representatives for that sub-region, one for the Hull and East Riding area, and the other for the North Lincolnshire and North-East Lincolnshire area. The Board report will recommend that a similar arrangement be adopted for General Purposes Committee. If Board accepts this way forward, formal ratification of the

remaining nominations will take place at the 30th March Board meeting: in the meantime any nominated members would input into the work of General Purposes Committee albeit not as a formal member until approval in March.

- 3.3 One of the primary objectives behind the creation of the General Purposes Committee is to create a forum in which Constituent Authority Members can look in detail at issues relating to TfN work programmes. The objective was to enable full Board to concentrate on more strategic matters and decisions. For this reason, GPC's Terms of Reference were cast widely.
- 3.4 General Purposes Committee's Terms of Reference have been established as follows: "*The General Purposes Committee shall determine any matter which is not reserved to the Transport for the North Board nor delegated to the Rail North Committee and which is not decided by the Chief Executive under his delegated authority.*"
- 3.5 In recommending that the first meeting of this Committee reflect on its Terms of Reference, the Members' Working Group identified a number of points that might serve as a focus for consideration:
- Should the Committee, operating within its terms of reference, determine any matters which are currently dealt with by Board (though not actually reserved solely to Board), and if so, which?
 - Should General Purposes Committee undertake the functions of an Appointment Committee, including disciplinary issues relating to Statutory Officers?
 - Should General Purposes Committee help develop review of the Constitution and governance arrangements and recommend to Board, or should this remain solely with Board?

The Committee is invited to discuss these points and identify any points in respect of its Terms of Reference it wishes the TfN Board to consider.

Arrangements for General Purposes Committee meetings

- 3.6 It is anticipated that the General Purposes Committee will meet on an ad hoc basis, when necessary, rather than necessarily having a fixed calendar of meetings. Meetings will normally be planned to take place as face-to-face. The TfN Board has accepted the principle that in most cases, for logistical reasons, Leeds and Manchester are the most convenient locations for the majority of members. Members are invited to consider adopting a similar approach, and to consider whether any further consideration of the future arrangements for TfN's public meetings is required.
- 3.7 Paragraph 20.3 of Transport for the North's Constitution provides that Scrutiny Arrangements will apply to major and strategic decisions taken by Committees and sub committees of Transport for the North, which now includes the General Purposes Committee, whose powers and membership are set out in Paragraph 22 of the Constitution. The Scrutiny Committee will in carrying out its objectives have regard to making reports or recommendations with respect to the discharge of its functions by the General Purposes Committee.

4. Corporate Considerations

Financial Implications

- 4.1 There are no financial implications for the current financial year. Any support costs for 2022/23 will be picked up as part of the budget and business planning cycle.

Resource Implications

4.2 Resourcing implications are considered within this report.

Legal Implications

4.3 Legal implications are considered within the report.

Risk Management and Key Issues

4.4 Risk implications have been considered within the report.

Environmental Implications

4.5 This report and the topics it covers, will not lead to any environmental or sustainability impacts. It does not constitute or influence a plan or programme which sets the framework for future development consents of projects listed in the EIA Directive and therefore does not stimulate the need for SEA or EIA.

Equality and Diversity

4.6 There are no equality and diversity implications to this report.

Consultations

4.7 There are no public consultations required.

5. Background Papers

5.1 There are no background papers.

This page is intentionally left blank