

Terms of Reference

<p>Portfolio</p> <p><i>Insert the name of the Committee / portfolio body</i></p>	<p>Greater Manchester Joint Clean Air Scrutiny</p>
<p>Function/Purpose</p> <p><i>Include here where functions have been given to the Committee through Government legislation, or where a joint purpose has been agreed.</i></p>	<p>The Clean Air Scrutiny Committee (“the Scrutiny Committee”) is a joint committee created by the ten Greater Manchester local authorities (“the Constituent Authorities”) under section 101(5) of the Local Government Act 1972.</p> <p>The Scrutiny Committee’s role and function is as follows:</p> <ol style="list-style-type: none">1. To review or scrutinise decisions made, or other actions taken by the Clean Air Charging Authorities Committee, including decisions delegated by it to officers and sub-committees;2. To review or scrutinise decisions made, or other actions taken, in relation to the Constituent Authorities’ functions, exercised by the Air Quality Administration Committee, including decisions delegated by it to officers and sub-committees;

	<ol style="list-style-type: none">3. To make reports or recommendations to the Clean Air Charging Authorities Committee or the Air Quality Administration Committee concerning the discharge of their functions;4. To Call-In decisions made by the Clean Air Charging Authorities Committee, including decisions delegated by it to officers and sub-committees;5. To Call-In decisions made, in relation to the Constituent Authorities' functions, exercised by the Air Quality Administration Committee, including decisions delegated by it to officers and sub-committees;6. To establish formal sub committees or informal task and finish groups if they wish.7. People who could be called to report to Committee as required:<ul style="list-style-type: none">• Members of the Clean Air Charging Authorities Committee or the Air Quality Administration Committee;• Officers exercising delegated functions of the Clean Air Charging Authorities Committee or the Air Quality Administration Committee; must attend meetings of the Scrutiny Committee, if invited, to answer questions.
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	<p>8. Other people may be invited to attend meetings of the Scrutiny Committee but are not obliged to attend.</p>
<p>Delegations</p> <p><i>Include here where delegations have been given through legislation or directly by the GMCA or GM Mayor.</i></p>	<p>The Committee shall have power to scrutinise the decisions of the Constituent Authorities (as charging authorities) that must be taken jointly under Part 3 of, and Schedule 12 to, the Transport Act 2000 and any regulations made thereunder, as discharged to the Air Quality Administration Committee and Clean Air Charging Authorities Committee.</p>
<p>Accountability</p> <p><i>Include here how the committee or portfolio body is made up, to where it directly reports etc.</i></p>	<p>To make recommendations and/or report to the Air Quality Administration Committee and Clean Air Charging Authorities Committee.</p>
<p>Statutory/Decision Making/Informal/Non-statutory</p>	<p>Non-statutory</p> <p>Any three members of the Scrutiny Committee can call in a decision of the Clean Air Charging Authorities Committee or the Air Quality Administration Committee.</p> <p>If the Scrutiny Committee does Call-In a decision it can:</p>

<p><i>Include here whether the committee or portfolio body is statutory i.e. legally required.</i></p>	<p>(a) Direct that a decision is not to be implemented while it is under review or scrutiny by the Scrutiny Committee; and</p> <p>(b) Recommend that the decision be reconsidered.</p>
<p>Membership</p> <p><i>Detail here the membership of the committee or portfolio body, the required number of (and type of) members i.e. those who are elected members. In listing officers, ensure that these are referenced by job title/organisation.</i></p>	<p>The membership of the Scrutiny Committee shall be ten, consisting of one member appointed by each of the Constituent Authorities and one member of the Greater Manchester Combined Authority. The Constituent Authorities shall also each nominate a substitute member to attend and vote in their stead. Membership must reflect (as far as reasonably practicable) the political balance of the whole GM area.</p>
<p>Appointment of Chair (and Vice Chair)</p> <p><i>Explain how the Chair is appointed and whether there is a legal requirement to</i></p>	<p>To be appointed from within its membership at the first meeting.</p>

<p><i>appoint a certain person to Chair, also whether there is a designated length of term.</i></p>	
<p>Quoracy</p> <p><i>Detail how many members of the Committee or portfolio body are required to be present before a meeting can take place, and whether there are any specifications as to the breakdown of these members.</i></p>	<p>The quorum shall be two thirds (7 of 10).</p>
<p>Voting</p> <p><i>Set out here how a vote will be taken, if there is a majority vote, any casting vote etc.</i></p>	<p>Each member shall have one vote and the Chair shall NOT have a casting vote. Decisions will be taken by a simple majority.</p>
<p>Meeting arrangements</p>	<p>Meetings shall be arranged as required.</p>

<i>Detail here the current meeting arrangements, i.e. frequency, location etc</i>	
Lead contact <i>Include here who is the main point of contact for the Committee / portfolio body</i>	Nicola Ward, Statutory Scrutiny Officer, GMCA
Date TOR were approved <i>Detail the date that these terms of reference were approved</i>	This Committee has not yet met.