

GMCA OVERVIEW AND SCRUTINY COMMITTEE

ROLE AND PURPOSE AND TERMS OF REFERENCE

Greater Manchester recognises that its ways of working and formal governance need to support transparent and publicly accountable decision-making. Effective Scrutiny is even more important in the light of the new powers that devolution brings.

In a Mayoral combined authority like Greater Manchester, there are three points of power and accountability.

- The directly elected Mayor exercising mayoral functions;
- The Combined Authority (GMCA), consisting of the 10 GM local authority Leaders and the directly elected Mayor acting collectively;
- The GMCA's overview and scrutiny committee, holding both of the above to account.

Ultimately, all three of these sets of people are accountable to local people. An effective scrutiny function is a key part of this decision-making process.



The GMCA has established an overview and scrutiny committee whose overarching purpose is to improve the quality of decisions made by the GMCA and the elected Mayor.

The role of the Overview and Scrutiny Committee is –

- To review and evaluate the performance of the Mayor and GMCA, and the way it works with its partners to deliver for local people;
- To contribute to policy development in respect of high profile, complete issues affecting the whole of Greater Manchester;
- To investigate complex cross-cutting issues with a particular focus on the delivery of the Greater Manchester Strategy.

A singular committee gives the GMCA's scrutiny function the capacity to respond and contribute to the volume and variety of work flowing through the Mayoral GMCA and this structure also meets legislative requirements¹. The Committee may wish to set up task and finish groups to undertake specific in-depth scrutiny on specific issues.

¹ Schedule 5A of the Local Democracy Economic Development and Construction Act 2009 and the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.

<p>Membership</p> 	<ul style="list-style-type: none"> • Twenty members for the overview and scrutiny committee and a substitute pool of an additional twenty members, appointed annually by the GMCA. • At least one member from each of GM's ten Constituent Councils. • Membership must reflect (as far as reasonably practicable) the political balance of the whole GMCA area. • The GMCA will have regard to any nominations made by Constituent Councils. • Members of the GMCA (including a Substitute Member) may not be a member of the overview and scrutiny committee.
<p>Chair</p> 	<p>The overview and scrutiny committee will appoint its own chair, who must be a member of one of the Constituent Councils who is an 'appropriate person'. An appropriate person is:</p> <ol style="list-style-type: none"> i. A person who is not a member of a registered political party of which the Mayor is a member; or, ii. If the Mayor is not a member of a registered political party, a person who is not a member of the registered political party who has the most representatives on the GMCA; or, iii. If the Mayor is not a member of a registered political party and two or more parties have the same number of representatives, a person who is not a member of any of those parties. <p>The Committee may chose to appoint a Vice Chair, and they should also be an appropriate person.</p> <p>These requirements also apply to the Chairing of any of the Task and Finish Groups established.</p>
<p>Quorum</p>	<ul style="list-style-type: none"> • Two-thirds, that is fourteen committee members must be present for a meeting to be quorate. • The two thirds requirement also applies to sub committees.
<p>Voting</p>	<ul style="list-style-type: none"> • Each member of the overview and scrutiny committee to have one vote and no member is to have a casting vote. • Whenever a vote is taken at a meeting it shall be by a show of hands, and voting can be recorded at the request of members present at the meeting.

Terms of Reference



The GMCA's overview and scrutiny committee's role and function are as follows:

1. To **review or scrutinise decisions made, or other actions taken** by:
 - i. the GMCA, including decisions delegated to officers and committees of the GMCA;
 - ii. the Mayor in the exercise of general functions (but not Police and Crime Commissioner or fire and rescue functions) including decisions delegated to officers, or to other members of the GMCA.
2. To **make reports or recommendations** to the GMCA or the Mayor with respect to general functions (but not Police and Crime Commissioner or fire and rescue functions) concerning the discharge of their functions..
3. To **make reports or recommendations** to the GMCA or the Mayor on matters that affect the GMCA's area or the inhabitants of the area.
4. To **Call-In** decisions made by the GMCA or the Mayor (general functions but not Police and Crime Commissioner or fire and rescue functions). Decisions that have been delegated by the GMCA or the Mayor to other committees or officers (or by the Mayor to another member of the GMCA) may also be called-in. If a scrutiny committee does call a decision in they can:
 - i. **Direct that a decision is not to be implemented** while it is under review or scrutiny by the overview and scrutiny committee; and,
 - ii. **Recommend that the decision be reconsidered.**
5. To **establish formal sub committees or informal task and finish groups** if they wish.

Who Can Refer Matters to the GMCA'S Overview and Scrutiny Committees?

- A member of the overview and scrutiny committee
- A member of the GMCA, including the Mayor
- A member of a constituent council



Who Must Attend Meetings of the GMCA'S Overview and Scrutiny Committees?

- Members (including the Mayor and the Deputy Mayor) or officers of the GMCA must attend meetings, if invited, to answer questions.
- Other people may be invited to attend meetings of the overview and scrutiny committee, but are not obliged to attend.

Access to Information Requirements

- Combined Authorities' decision-making is covered by Access to Information requirements, which means that 28 clear days' notice

	<p>has to be given before a key decision can be taken (unless the general exception or special urgency rules apply).</p> <ul style="list-style-type: none"> The Forward Plan of Key Decisions enables the scrutiny committee to keep abreast of major decisions that are going to be taken by the GMCA, the Mayor or decisions that have been delegated to officers. <p>https://democracy.greatermanchester-ca.gov.uk/ieListMeetings.aspx?Committeed=386</p> <p>Call in</p> <ul style="list-style-type: none"> Members have the power to call in decisions made by the Combined Authority, GM Mayor, Transport Committee or any key decisions taken by GMCA Statutory Officers under delegated powers. Electronic records of any decision taken will be published on the website and circulated to members of the scrutiny committee. These decisions will be implemented at 4pm on the fifth day after they have been published, unless three members write to the GMCA Chief Executive to request a call-in, stating their reasons for this request.
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<p>Reporting Structures</p>	<ul style="list-style-type: none"> The formal governance of the relationship between scrutiny and those who exercise the functions of the Greater Manchester Combined Authority (the GMCA, the Mayor, and officers) is set out in the GMCA's constitution. The work programme of the committee will focus on the delivery of the priorities within the Greater Manchester Strategy and will require continuous dialogue between the Committee, the GMCA, the Mayor and senior officers.
<p>Agenda Management & Report Format</p> 	<ul style="list-style-type: none"> A work programme will be agreed and prioritised by the committee, but further items may be referred to the committee at any time. Reports or presentations should be brief – approximately four pages of text wherever possible and less than 10 slides. All agenda items should state the reason the item is being taken by the meeting and be clear what 'the ask' of the committee is. Background documents and for information items should be listed on the front page of the report. Any papers (reports and presentations) will be circulated in line with statutory requirements five working days before the meeting.
<p>Meeting Organisation</p> 	<p>Meeting Frequency: Monthly, supported by Task and Finish Groups as required.</p> <p>Meeting Duration: Usually 2 hours</p> <p>These meetings are held in public and will be livestreamed (except where confidential or exempt information is being considered).</p>

Key Contacts



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