

TfGMC and GMCA responsibilities

The key functions of TfGMC are set out in an Operating Agreement, which has been agreed by the GMCA and by the ten GM districts. The full set of Terms of Reference for TfGMC are set out below. They can be divided into four broad categories.

Firstly, TfGMC is required to advise or make recommendations to the GMCA on the major and strategic transport decisions (set out in Section A), for example with regard to setting the transport revenue budget (levy), approving the capital programme of GMCA (and TfGM), developing transport policies and approving the Local Transport Plan, et al. The usual process for providing such advice and recommendations will be for TfGMC to receive a report and after due consideration, discussion and agreement, to submit TfGMC's advice and recommendations to the GMCA. A cycle of meetings has been adopted such that a full meeting of TfGMC will take place two weeks before GMCA meetings, which facilitates smooth and effective decision-making. In addition, each set of TfGMC minutes will go the subsequent meeting of the GMCA, for it to consider and where necessary to approve the recommendations made by TfGMC.

The second set of functions (Section B) can be exercised by TfGMC without reference to GMCA, provided that in undertaking these, TfGMC complies with the agreed policies and budgets of GMCA. Briefly, these relate to policy development, monitoring the performance and budgets of TfGM, approving capital releases and monitoring the delivery of public transport services.

The final two sets of functions refer to district highway functions, where the Committee and TfGM have other transport responsibilities delegated to them. The first of these (Section C) relates to monitoring of traffic levels and the operation, maintenance and management of traffic signals across Greater Manchester. The final set (Section D) refers to functions designed to help the co-ordination of traffic management and the provision of road safety analysis. In effect, the Committee will be overseeing TfGM in fulfilling these two new sets of functions.

Terms of Reference of the Transport for Greater Manchester Committee

Section A

The following functions will be referred by GMCA to the TfGMC in order for them **to make recommendations** to the GMCA in respect of:

1. The GMCA's revenue budget for transport, including approving the estimates of income and expenditure of the TfGM pursuant to Sections 15(1)(b) of the Transport Act 1968, grants to be made to TfGMC pursuant to Section 13 of the Transport Act 1968, and the issue of a levy pursuant to the Transport Levying Bodies Regulations 1992.
2. Determining the borrowing limits of the GMCA in relation to transport matters pursuant to Section 3 of the Local Government Act 2003.
3. Approving borrowing by TfGM pursuant to Section 12(3) of the Transport Act 1968, and lending money to TfGM pursuant to Section 12(4) of the Transport Act 1968.
4. Approving the capital programme of GMCA and TfGM.
5. Developing policies for the promotion and encouragement of safe, efficient and economic transport facilities and services and producing a Local Transport Plan pursuant to Sections 108-112 of the Transport Act 2000.
6. Approving new transport schemes to be funded by the Greater Manchester Transport Fund.
7. Granting approval to TfGM to promote or oppose any Bill in Parliament pursuant to Section 10(1)(xxix) of the Transport Act 1968.
8. Making a written request to the Minister to authorise TfGM to purchase compulsorily any land which TfGM require for the purposes of their business pursuant to Section 10(3) of the Transport Act 1968.
9. Any exercise by GMCA of the power pursuant to Section 15A(3) of the Transport Act 1968 to cause a review to be made of the organisation of TfGM's undertaking, and to give to TfGM such directions as appear from any such review to be requisite to secure that TfGM's undertaking is organised in the most efficient manner.

Section B

The following functions **will be delegated to the TfGMC**, subject to the TfGMC exercising these functions in accordance with any transport policies of the GMCA, the Local Transport Plan and the GMCA's agreed transport budget and borrowing limits:

1. Formulating general policies with respect to the availability and convenience of public passenger services pursuant to Sections 9A(5)-(7) of the Transport Act 1968;
2. Monitoring and overseeing the activities and performance of TfGM (including the power pursuant to Section 15(6) of the Transport Act 1968 to give to TfGM such directions as appear to TfGMC to be appropriate to secure the observance of the rights of the GMCA);
3. Ensuring that the TfGM secures the provision of appropriate public passenger transport services pursuant to Section 9A(3) of the Transport Act 1968;
4. Considering and approving the creation and development of:-
 - (i) Quality Partnership Schemes pursuant to Sections 114-123 of the Transport Act 2000;
 - (ii) Quality Contracts Schemes pursuant to Sections 124-134 of the Transport Act 2000;
 - (iii) Ticketing Schemes pursuant to Sections 135-138 of the Transport Act 2000; and
 - (iv) Concessionary Travel Schemes pursuant to Sections 93-104 of the Transport Act 1985;
5. Determining what local bus information should be made available, and the way in which it should be made available pursuant to Sections 139-143 of the Transport Act 2000;
6. Ensuring that the TfGM implements those actions delegated to it for promoting the economic, social and environmental well-being of Greater Manchester and its residents pursuant to Section 99 of the Local Transport Act 2008;
7. Monitoring the GMCA's transport budget pursuant to Section 15A(2) of the Transport Act 1968;
8. Approving releases for capital schemes within the agreed capital programme and the agreed budget for the scheme concerned (including approving capital payments for the purpose of the provision, improvement or development of facilities for public passenger transport, pursuant to Section 56(2) of the Transport Act 1968);

9. Monitoring performance against the Local Transport Plan and other GMCA transport policies;
10. Formulating, developing and monitoring procedures for public consultation of, and lobbying for, the GMCA's transport policies including taking responsibility for the active promotion of Greater Manchester's transport interests;
11. Determining issues arising from Metrolink contracts;
12. Determining variations in charges for transport services or facilities provided by TfGM, pursuant to Section 15(2) of the Transport Act 1968;
13. Determining issues arising from the rail franchising process in accordance with the Rail Protocol agreed between AGMA and the Department for Transport;
14. Approving the level of support of local rail services over and above that in the baseline franchise specification in accordance with the Rail Protocol agreed between Manchester City Region and the Department for Transport;
15. Considering issues arising from the implementation of schemes for the introduction of Smartcards;
16. Authorising:-
 - (i) the disposal of any land by the TfGM pursuant to Section 10(1) (xxiii) of the Transport Act 1968;
 - (ii) the acquisition of any land by the TfGM pursuant to Section 10(1)(xx) of the Transport Act 1968; and
 - (iii) the development of any land of TfGM pursuant to Section 10(1) (xxii) of the Transport Act 1968;
17. Determining the operation, performance, contract management and development of tendered bus services, bus stations/stops, and passenger transport services pursuant to Section 10(1)(via) of the Transport Act 1968;
18. Determining the operation, performance and development of the GMCA's accessible transport provision pursuant to Sections 106(1) and 106(2) of the Transport Act 1985;
19. Monitoring the performance of Metrolink services and initiating appropriate action;
20. Monitoring the operation and performance of bus and local rail services and influencing accordingly.

21. Authorising agreements between TfGM and
 - (i) any person providing passenger transport services by air pursuant to Section 10(1)(vii) of the Transport Act 1968;
 - (ii) any owner of any locomotive or rolling stock pursuant to Section 10(1)(viic) of the Transport Act 1968;

Section C

The following transport related functions of the constituent councils will be delegated to the GMCA. They **will then be sub-delegated to TfGMC** subject to the TfGMC exercising those functions in accordance with any policies of the GMCA, the Local Transport Plan and the GMCA's agreed transport budget and borrowing limits:

1. Preparing reports containing an assessment of the levels of road traffic in the GMCA's area and a forecast of growth in those levels pursuant to Section 2 of the Road Traffic Reduction Act 1997 or otherwise;
2. Functions of the constituent councils pursuant to section 65 of the Road Traffic Regulation Act 1984 (placing of traffic signs), in relation to traffic signs in the combined area which are light signals by virtue of regulations 33, 34, 37,39, 41, 44, 45, 46, 47, 48, 49 or 52 of the Traffic Signs Regulations 2002.
3. Functions of the Constituent Councils pursuant to section 23 of the Road Traffic Regulation Act relating to pelican and puffing crossings.

Section D

The following transport related functions of the constituent councils **will be delegated directly to the TfGMC** subject to the TfGMC exercising these functions in accordance with any policies of the GMCA (as local transport authority), the Local Transport Plan and the terms of the delegation from the constituent councils:

1. Carrying out actions to facilitate the performance by local traffic authorities of their duty to manage their road traffic on their on their own roads and facilitating the same on other local authorities' roads pursuant to Sections 16 and 17 (except for sub-sections 17 (2) and (3)) of the Traffic Management Act 2004, including in particular –
 - (a) establishing processes for identifying things (including future occurrences) which are causing or have the potential to cause road congestion or other disruption to the movement of traffic on the road network;
 - (b) determining specific policies and objectives in relation to strategic roads;

- (c) monitoring the effectiveness of traffic authorities in managing their road network.
- 2. Preparing and carrying out a programme of measures designed to promote road safety, including carrying out road safety studies, studies into accidents, accident prevention campaigns, the dissemination of information and advice relating to the use of roads and arranging for the giving of practical training to road users pursuant to Sections 39(2) and 39(3)(a) and (b) of the Road Traffic Act 1988.

TfGMC structure

Whilst the full Committee undertakes some of its functions and responsibilities at its monthly meetings, other important elements of its work are undertaken by its the three sub committees, pictured below.



Each sub committee is chaired by a Vice Chair of the TfGMC and supported by a Deputy Chair. Membership of the sub committees reflect the political balance of TfGMC. Each sub committee will meet 6 times in the municipal year, roughly at 6 weekly intervals.

In the case of the Bus and TfGM Services and the Metrolink and Rail Networks sub committees, meeting dates have been selected which will allow members to take decisions regarding changes to subsidised bus contracts or receive up to date performance information at the most appropriate times.

The key functions of the Capital Projects and Policy sub committee are to monitor TfGM's extensive capital schemes programme, to consider development of new transport policy and also to receive reports from TfGM regarding its new responsibilities with regard to the highways, traffic signals and road safety related functions. The other two sub committees look to monitor the performance of the three main public transport modes, with the Bus Network and TfGM Services sub committee also having the responsibility of scrutinising the performance of key TfGM services, such as information provision.

Any significant issues identified by each sub committee that cannot be adequately resolved within its terms or reference can be picked up at the full Committee meetings, which confirms and approves the minutes for each sub committee (except where it is acting under delegated authority), for further consideration and action.

The full set of sub committee Terms of Reference are set out below.

TfGMC Sub Committee Terms of Reference

The terms of reference for the **Capital Projects and Policy Sub Committee**, in accordance with the TfGMC's policies for integrated public transport, are as follows:

1. Approves **under delegated authority** releases for capital schemes within the GMCA's transport capital programme provided that the overall cost of any scheme does not exceed the budget allocated to it in the Capital Programme.
2. Monitors and, where appropriate, considers and resolves, **under delegated authority**, issues arising from the implementation of all capital schemes within the GMCA's minor works capital programme, provided that the cost of any scheme does not exceed the budget allocated to it in the Capital Programme.
3. Monitors and, where appropriate, refers to TfGMC or GMCA for resolution issues arising from the implementation of the public transport schemes prioritised for delivery under the Greater Manchester Transport Fund.
4. Reviews the arrangements adopted by TfGM for the procurement of a representative cross section of capital projects, including the procurement routes and contractual arrangements used to ensure that they deliver best value.
5. Reviews the processes used for the evaluation and selection of design and delivery teams including the methods of assessment used to evaluate design and contractor bids and the arrangements proposed for the effective co-ordination of the design and delivery process.
6. Examines the internal TfGM arrangements for managing, developing and supporting the delivery of capital projects.
7. Considers issues arising from the tendering and implementation of all Metrolink capital contracts, and where appropriate refers them for resolution to TfGMC or GMCA.
8. Monitors on behalf of TfGMC all external transport capital projects agreed by Department for Transport and/or other agencies, to which the GMCA has no direct funding responsibility.
9. Considers and advises TfGMC on proposals for future capital programmes.
10. Undertake key elements of work on new policy development referred by TfGMC, for example, considering new fare regimes for Metrolink or concessionary fares but it will be for TfGMC to determine and approve any changes to fares.

11. Undertake and receive reports relating to the monitoring functions with regard to the new, additional highways functions, including network management, road safety, traffic signals and traffic forecasting.

The terms of reference for the **Bus Network and TfGM Services Sub Committee**, in accordance with the TfGMC's policies for integrated public transport, are as follows:

1. Considers all matters relating to the operation and service performance of the bus network in Greater Manchester, including commercially registered and subsidised services; bus stations and bus stops; passenger information services; contract monitoring; vehicle standards; and passenger safety for the subsidised bus network.
2. Considers the operation, performance and development of the TfGMC accessible transport provision.
3. Monitors:
 - the detailed performance of the tendered bus network;
 - the detailed operation and performance of the accessible transport services provided by the Committee and GMCA;
 - commercial bus services which make use of TfGM facilities such as bus stations, concessionary fares and Section 106 (1) grants to bus operators;
4. **Under delegated authority**, reviews closely and approves all proposed changes to the subsidised bus network and ensures that the cost of the subsidised general services is kept within the appropriate budget or any cash limit set by GMCA.
5. **Under delegated authority**, approves any operational proposals relating to the Executive's provision of bus station, stop/shelter and passenger information services.
6. Discharges the above within GMCA's capital and revenue budgets, set by GMCA.

The terms of reference for the **Metrolink and Rail Networks Sub Committee Sub Committee**, in accordance with the TfGMC's policies for integrated public transport, are as follows:

1. Considers all matters relating to the operation and service of local rail and Metrolink services in Greater Manchester, together with related facilities, including the status of individual rail stations within the TfGM's monitoring system, and the promotion of local rail and Metrolink services
2. Reviews issues concerned with the level of, and support of, local rail services
3. Monitors the performance of local rail services and the performance of Metrolink services.

TfGMC Membership 2015/16

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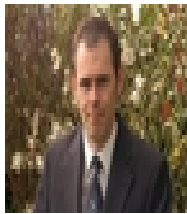
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Membership of Sub Committees

(a) Capital Projects & Policy; (15 Members) 10 Lab, 4 Con, 1 LD

Cllr Shakil Ahmed	Lab	(Rochdale)
Cllr Michael Cordingley	Lab	(Trafford)
Cllr Doreen Dickinson	Con	(Tameside)
Cllr Andrew Fender	Lab	(Manchester)
Cllr Dean Fitzpatrick	Lab	(Stockport)
Cllr Robin Garrido	Con	(Salford)
Cllr Joan Grimshaw	Lab	(Bury)
Cllr James Grundy	Con	(Wigan)
Cllr Guy Harkin (Chair)	Lab	(Bolton)
Cllr Stuart Haslam	Con	(Bolton)
Cllr David Hibbert	Lab	(Oldham)
Cllr Roger Jones	Lab	(Salford)
Cllr Iain Roberts	LD	(Stockport)
Cllr Peter Robinson	Lab	(Tameside)
Cllr Eunice Smethurst (Deputy Chair)	Lab	(Wigan)

Substitutes:

Cllr Geoff Abell	LD	(Stockport)
Cllr Noel Bayley	Lab	(Bury)
Cllr Warren Bray	Lab	(Tameside)
Cllr Norman Briggs	Lab	(Oldham)
Cllr Patricia Holland	Lab	(Wigan)
Cllr Syd Lloyd	Con	(Stockport)
Cllr Chris Paul	Lab	(Manchester)
Cllr June Reilly	Con	(Trafford)

The Capital Projects and Policy Sub Committee will meet on the following dates

- Friday 3 July 2015 (2.00 pm)

- Friday 2 October 2015
- Friday 13 November 2015
- Friday 5 February 2016
- Friday 4 March 2016 **2.00 pm**
- Friday 15 April 2016

(b) Bus Network and TfGM Services Sub Committee (13 members) - 9
Lab, 3 Con, 1 LD

Cllr Shakil Ahmed	Lab	(Rochdale)
Cllr Mark Aldred (Chair)	Lab	(Wigan)
Cllr Noel Bayley	Lab	(Bury)
Cllr Warren Bray	Lab	(Tameside)
Cllr Philip Burke	Lab	(Rochdale)
Cllr David Chadwick	Lab	(Bolton)
Cllr Rob Chilton	Con	(Trafford)
Cllr Stuart Haslam	Con	(Bolton)
Cllr Naeem Hassan	Lab	(Manchester)
Cllr Syd Lloyd	Con	(Stockport)
Cllr Chris Paul	Lab	(Manchester)
Cllr Howard Sykes	LD	(Oldham)
Cllr Barry Warner (Deputy Chair)	Lab	(Salford)

Substitutes:

Cllr Robin Garrido	Con	(Salford)
Cllr Ian Duckworth	Con	(Rochdale)
Cllr Guy Harkin	Lab	(Bolton)
Cllr David Hibbert	Lab	(Oldham)
Cllr Dzidra Noor	Lab	(Manchester)
Cllr Iain Roberts	LD	(Stockport)
Cllr Josie Teubler	Lab	(Manchester)

The Bus Network and TfGM Services Sub Committee will meet on the following dates:-

- Friday 10 July 2015
- Friday 9 October 2015
- Friday 20 November 2015
- Friday 15 January 2016 **2.00 PM**
- Friday 11 March 2016 **2.00 PM**
- Friday 22 April 2016

(c) Metrolink & Rail Networks. (13 members) - 9 Lab, 3 Con, 1 LD.

Cllr Geoff Abell	LD	(Stockport)
Cllr Norman Briggs	Lab	(Oldham)
Cllr David Chadwick	Lab	(Bolton)
Cllr Michael Cordingley	Lab	(Trafford)
Cllr Doreen Dickinson (Chair)	Con	(Tameside)
Cllr Ian Duckworth	Con	(Rochdale)
Cllr Dean Fitzpatrick	Lab	(Stockport)
Cllr Lynne Holland (Deputy Chair)	Lab	(Wigan)
Cllr Roger Jones	Lab	(Salford)
Cllr Dzidra Noor	Lab	(Manchester)
Cllr June Reilly	Con	(Trafford)
Cllr Peter Robinson	Lab	(Tameside)
Cllr Josie Teubler	Lab	(Manchester)

Substitutes:

Cllr Rob Chilton	Con	(Trafford)
Cllr Joan Grimshaw	Lab	(Bury)
Cllr Stuart Haslam	Con	(Bolton)
Cllr Naeem Hassan	Lab	(Manchester)
Cllr Eunice Smethurst	Lab	(Wigan)
Cllr Howard Sykes	LD	(Oldham)
Cllr Barry Warner	Lab	(Salford)

The Metrolink and Rail Networks Sub Committee will meet on the following dates:-

- Friday 3 July 2015
- Friday 25 September 2015
- Friday 23 October 2015
- Friday 18 December 2015
- Friday 12 February 2016
- Friday 8 April 2016

Meetings will commence at 10.30 am unless indicated otherwise.

TfGMC Meeting Dates 2015-2016

Appendix 1

All meetings to commence at 10.30 am unless otherwise indicated.

Meeting	Committee date
TfGMC (Annual Meeting)	Friday 12 June 2015
Metrolink and Rail Networks	Friday 3 July 2015
Capital Projects and Policy	Friday 3 July 2015 (2.00 pm)
Bus Network and TfGM Services	Friday 10 July 2015
TfGMC	Friday 17 July 2015
TfGMC	Friday 11 September 2015
Metrolink and Rail Networks	Friday 25 September 2015
Capital Projects and Policy	Friday 2 October 2015
Bus Network and TfGM Services	Friday 9 October 2015
Metrolink & Rail Networks	Friday 23 October 2015
Capital Projects and Policy	Friday 6 November 2015
TfGMC	Friday 13 November 2015
Bus Network & TfGM Services	Friday 20 November 2015
Metrolink & Rail Networks	Friday 18 December 2015
TfGMC	Friday 15 January 2016
Bus Network & TfGM Services	Friday 15 January 2016 2.00 pm
Capital Projects and Policy	Friday 5 February 2016
Metrolink & Rail Networks	Friday 12 February 2016
Capital Projects and Policy	Friday 4 March 2016 2.00 pm

Meeting	Committee date
TfGMC	Friday 11 March 2016
Bus Network & TfGM Services	Friday 11 March 2016 2.00 pm
Metrolink & Rail Networks	Friday 8 April 2016
Capital Projects and Policy	Friday 15 April 2016
Bus Network & TfGM Services	Friday 22 April 2016
TfGMC (Annual Meeting)	Friday 10 June 2016