

GREATER MANCHESTER INTEGRATED TRANSPORT AUTHORITY

DATE: 12 February 2010

SUBJECT: GMITA Committee Improvement Project – First Year Review

REPORT OF: Clerk to the Authority

PURPOSE OF REPORT

To propose a process for a first-year review of the outcomes of the Authority's 2009 Committee Improvement Project.

RECOMMENDATIONS

Members are recommended to:

- a) Agree that a Members Working Group should be convened to consider the effectiveness of current GMITA Committee processes, with a view to reporting its findings to the 23 April 2010 meeting of the Authority;
- b) Subject to (a), agree the composition and membership of the Panel
- c) Subject to (a) and (b), agree to the carrying out of a members' survey to establish views on Committee arrangements and delegate approval of the survey process to the Clerk in consultation with the Members Working Group.

BACKGROUND DOCUMENTS

Previous reports to the Authority on 17 April and 19 June 2009, and to the Emergency Committee on 5 June 2009, held on file by the GMITA Secretariat, Room 308, Town Hall, Manchester.

CONTACT OFFICER

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1. INTRODUCTION AND BACKGROUND

- 1.1 Between April and June 2009, a project to review the Authority's Committee arrangements was undertaken, led by a Members Working Group of the Authority, which worked closely with the Authority's officers to consider opportunities to revise the committee structure of the Authority supporting processes.
- 1.2 As a result of the work, a new Committee structure and protocol for Committee processes was formally adopted by the Authority at its Annual Meeting on 19 June 2009 and has operated for 2009/10.
- 1.3 In considering arrangements for 2010/11, it is suggested that a brief review of the arrangements should be undertaken to establish any further, minor improvements for consideration by the Authority.

2 PROPOSED REVIEW PROCESS

- 2.1 It is suggested that a Members Working Group should again be convened to consider the outcome of the new arrangements. Subject to this being agreed, Members are asked to confirm at this meeting the appropriate composition and nominated membership for this Working Group. (Note: the Working Group in 2009 comprised 9 members - 4 Labour Members, 3 Liberal Democrat Members and 2 Conservative Members – Councillors Colledge, Jones, Macdonald, Knowles, Fender, White, Whitehead, Whitmore and Scott).
- 2.2 Advice will be brought to the Working Group by ITA Officers alongside an independent analysis currently being carried out by the Internal Audit function of Manchester City Council, on behalf of the Authority.
- 2.3 In addition, it is suggested that a survey should be undertaken in a confidential manner of Authority members, so as to establish views across the entire membership. The anonymous findings of the survey would also be reported to the Working Group to further inform their considerations. It is proposed that the survey will be undertaken by the Clerk on the basis of a process to be agreed with the Members Working Group.
- 2.4 The outcome of the process would be reported to the meeting of the Authority on 23 April 2010, so as to confirm changes for adoption at the Annual Meeting scheduled for 18 June 2010.

3 RECOMMENDATIONS

- 3.1 Recommendations are set out on the frontsheet of this report.

**SIR HOWARD BERNSTEIN
CLERK TO THE AUTHORITY**