

Constitution Review

Appendix 2

Schedule of Proposed Amendments

Proposal	Clause	Wording
Co-option Consents	25.3.17	<p>**The Members of Transport for the North appointed by the Constituent Authorities may appoint further Co-opted Members if they all agree to do so. Written approval to the co-option may be provided and such written approval may extend to all representatives nominated for appointment to the Transport for the North Board by the eleven LEPs within the area of Transport for the North and to any Independent Members of the Audit and Governance Committee nominated during the year following the Annual Meeting.</p>
Consultation of Members outside of formal Meetings	21.2.5	<p>Take any action which is required as a matter of urgency in the interests of Transport for the North, in consultation (where practicable) with the Chair or the Members of the Transport for the North Board. Where action is taken as a matter of urgency a report shall be submitted to the next meeting of the Transport for the North Board. Consultation with Members may be by such method as the Chief Executive may determine including by telephone, e-mail or informal meeting or briefing.</p> <p>Where the views of Members are not unanimous, each response shall be weighted in accordance with the weighted voting rights of the Member to determine the result of the consultation.</p>
Part 3 General Delegations to Directors (Previously not included in the Constitution)		<p>Scheme of Delegations to Officers</p> <p>General Delegations to all Directors and Officers reporting directly to the Chief Executive</p> <p>To be an Authorised Signatory authorised to sign any document on behalf of Transport for the North</p> <p>In accordance with the Schedule of Approvals (Appendix 10 of the Constitution) to approve:</p>

Item 5.1 Appendix 2

		<ol style="list-style-type: none"> 1. virements between heads of expenditure within revenue budgets up to £100,000, subject to the agreement of the Finance Director for sums over £25,000 2. the release of budgeted contingency, subject to the agreement of the Finance Director for sums over £25,000 3. the commissioning of budgeted works, goods and services from Transport for the North Core Funding, subject to the agreement of the Finance Director for sums over £50,000 4. The award of contracts for which appropriate commissioning approvals exist from Transport for the North core funding, subject to the agreement of the Finance Director for sums over £50,000 5. The submission of business cases to access capital funding up to £1,000,000 subject to the agreement of the Finance Director and Chief Executive 6. The agreement of funding terms with DfT up to £5,000,000 subject to the agreement of the Finance Director 7. The commissioning of Programme/Capital works, goods and services with business case and funding approval up to EU £1,000,000 subject to agreement with the Finance Director 8. The award of contracts for Programme/Capital works, goods and services for which there is appropriate commissioning approval up to £1,000,000, subject to the agreement of the Finance Director to sums over the EU threshold 9. Cost overruns up to £1,000,000, subject to the agreement of the Finance Director to sums over the EU threshold 10. Contract scope changes for works, goods and services from Transport for the North Core budget up to £164,000, subject to the agreement of the Finance Director to sums over £50,000. 11. Contract scope changes for Programme/Capital works, goods and services up to £2,000,000, subject to the agreement of the Finance Director for sums over £164,000 and the Chief Executive over £1,000,000 12. Grant award to third parties up to £200,000
--	--	---

Item 5.1 Appendix 2

		<p>13.To bid for grant funding from DfT and other bodies up to £1,000,000 subject to the agreement of the Finance Director and the Chief Executive</p> <p>In accordance with Transport for the North's adopted recruitment policies and in consultation with the Head of Human Resources, to appoint employees to posts approved in the establishment by the Chief Executive.</p> <p>To supervise and manage employees appointed to posts under their direction and control</p> <p>In consultation with the Head of Human Resources, to take appropriate disciplinary action against staff including suspension and /or dismissal.</p> <p>In consultation with the Head of Human Resources, to determine staff grievances.</p> <p>To determine all applications for paid and unpaid leave.</p> <p>To determine applications for the reimbursement of post-entry training and examination fees.</p> <p>To determine proposals to attend training courses.</p> <p>The Director of Business Capability shall have delegated authority to approve the terms and conditions of recruitment agencies, recruitment advertising providers and training and development services providers.</p>
Audit and Governance Committee	22.6.1	<p>Membership and Quorum</p> <p>The Committee shall be composed of 8 members and the quorum shall be three of whom at least two shall be Members or Co-opted Members of the Transport for the North Board.</p>
	22.6.2	<p>The Finance Director shall be entitled to take decisions on any matter within the terms of reference of the Audit and Governance Committee after consultation with the Members of the Committee either in writing or by telephone.</p>

Public Speaking at Board Meetings	25.15	<p>Public Speaking</p> <p>Members of the public will not normally be allowed to address a meeting of the Transport for the North Board. Any request to address a meeting of the Transport for the North Board will be referred to the Chief Executive who will decide whether to refuse the request or to make appropriate arrangements for the member of the public to meet either with officers of Transport for the North or a delegation of Members of the Board outside the Transport for the North Board Meeting.</p>
Public Speaking at Scrutiny Committee Meetings	23.4.8	<p>Different approaches to scrutiny reviews may be taken in each case but members will seek to act in an inclusive manner and will take evidence from a wide range of opinion. In particular, the Chair will consider requests from members of the public to speak at meetings of the Committee provided the request has been made in writing to the Monitoring Officer not less than 48 hours before the date of the meeting. Members of the public if allowed to speak shall be allowed up to 3 minutes to address the Committee</p>
Rail North Committee	<p>24.2</p> <p>24.2.2</p> <p>24.2.3</p>	<p>Membership</p> <p>The Rail North-Committee shall be established consisting of one Member and one Substitute Member appointed by each of the Regional Groups set out in paragraph 24.3</p> <p>The Member appointed shall be a Member or Substitute Member of the Transport for the North Board.</p> <p>The quorum for any meeting of the Committee shall be three Members who together hold not less than 25% of the rail franchise matters weighted votes.</p>
Quorum	25.10.2	<p>No business shall be transacted at any meeting of the Rail North Committee unless at least 3 of the voting Members are present and those Members together hold more than 25% of the rail franchise matters weighted voting rights.</p> <p>No business shall be transacted at a meeting of the Scrutiny Committee unless at least 5 of the Members are present</p> <p>No business shall be transacted at a meeting of the Audit and Governance Committee unless at</p>

Item 5.1 Appendix 2

		<p>least 3 Members are present of whom two are Members of the Transport for the North Board</p> <p>(appropriate amendments will be made throughout the Constitution to reflect this)</p>
Procedure at Meetings	25.11.2	<p>The second item on the Agenda shall be the Approval of the Minutes of the previous meeting. After Approval of the Minutes of the previous meeting the Chair may ask if there are any matters arising upon the Approved Minutes, pursuant to which any Member may ask as to the current position or progress made on any item contained in the Approved Minutes.</p>
Officer Reference Groups	19.2	<p>The membership and terms of reference of each Officer Reference Group shall be reported to the Executive Board.</p>
Indemnity	27.15.4	Delete
Contractual Provisions	15.3.2	<p>Contracts with a value exceeding £150,000 will normally be made under the Common Seal of Transport for the North attested by two authorised officers unless the Monitoring Officer determines otherwise.</p>
General Purposes Committee	8.4	<p>Transport for the North has established a General Purposes Committee to provide direction in relation to any matter other than rail franchise matters which is not reserved to the Transport for the North Board.</p>
General Purposes Committee Terms of Reference		<p>General Purposes Committee</p> <p>Terms of Reference</p> <p>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.</p> <p>Membership</p> <p>The General Purposes Committee shall consist of one Member and one Substitute Member appointed by each of the Regional Groups set out in paragraph xx</p> <p>The Members appointed shall be a Member or Substitute Member of the Transport for the North</p>

Item 5.1 Appendix 2

		Board Quorum for any meeting of the Committee shall be three Members who together shall hold 25% of the weighted votes
Executive Board		The Executive Board Transport for the North has established the Executive Board comprising the Chief Executive or their representative from each of the Constituent Authority who meet together as an advisory body of officers to advise on the development of Transport for the North's strategy and operations and to assist Transport for the North in its role as speaking with one voice for the whole of the North.
Miscellaneous Amendments		Minor amendments made throughout to correct typographical and other errors without altering the meaning of the document.