

North East Combined Authority, Overview and Scrutiny Committee

Tuesday 8 September 2015 at 2.00pm

Meeting to be held in Gateshead Civic Centre, Regent Street, Gateshead, NE8 1HH

www.northeastca.gov.uk

AGENDA

	Page No
1. Apologies for absence	
2. Declarations of Interest	
Please remember to declare any personal interest where appropriate both verbally and by recording it on the relevant form (to be handed to the Democratic Services Officer). Please also remember to leave the meeting where any personal interest requires this.	
3. Minutes of previous meeting held on 21 July 2015	1 - 8
4. Policy Review: Transport Related Barriers to Employment - evidence from Nexus	9 - 14
5. Employability update - focus on Apprenticeships	
Members are requested to note the intention to circulate the above report on a supplemental agenda in accordance with the provisions of the Local Government (Access to Information) Act 1985	
6. Forward Plan and Work Programme	15 - 48
7. Date and time of next meeting	
2:00pm Tuesday 20 October 2015 – Newcastle	

Contact Officer: Brenda Joyce Tel: 0191 2332058 E-mail: brenda.joyce@newcastle.gov.uk

To All Members

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North East Combined Authority, Overview and Scrutiny Committee

21 July 2015

(2.00 - 3.50 pm)

Meeting held Sunderland Civic Centre, Burdon Road, Sunderland, Tyne and Wear, SR2 7SN

Present:

Councillor: Wright (Chair)

Councillors: Armstrong, Crute, Dillon, Eagle, Flux, Lower, Meling, Pearson, Pidcock, Snowdon and Wright

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Graham and Ginton (North Tyneside) and Councillor Maxwell (South Tyneside).

2 DECLARATIONS OF INTEREST

None were made.

3 MINUTES OF PREVIOUS MEETING HELD ON 22 JUNE 2015

The Minutes of the previous meeting held on 22 June 2015 were agreed as a true record and signed by the Chair.

Matters Arising:

- i. **LEP (Local Enterprise Partnership) Annual Report (Minute 53)** - A response had not yet been received from the LEP in relation to the four items listed at the end of Minute 53, a reminder would be sent. A Member commented that it was important to receive a reply as the information provided at the meeting seemed to be contrary to economic arguments expressed by the Industrial Communities Alliance.

Members suggested that it would be useful if a list of the relevant key plans and strategy documents in use could be provided, with a link to each of the published documents. The Scrutiny Officer agreed to provide a list.

- ii. **Forward Plan and Work Programme (Minute 56)** – In response to Members' comments it was agreed that, in addition to the Terms of Reference of the Committee referred to in the minute, details of the Membership of the Committees of the Combined Authority and a diagram

indicating the structure of Committees would be distributed to Members for information.

4 **TRANSPORT RELATED BARRIERS TO EDUCATION, EMPLOYMENT AND TRAINING - LSTF (LOCAL SUSTAINABLE TRANSPORT FUND) DELIVERY ACROSS THE NECA AREA**

Submitted: Report of the Monitoring Officer (previously circulated copy attached to official minutes) the purpose of which was to provide evidence for the policy review of transport related barriers to education, employment and training. The review would contribute to the North East Transport Plan. The evidence related to projects funded through the Local Sustainable Transport Fund and covered the whole of the North East Combined Authority (NECA) area.

The Chair invited officers who were in attendance to present individual reports (Appendices 1-3) which had been prepared to inform the activities across the NECA area.

Ian Jobling, Travel, Planning and Information Officer, Durham County Council gave a brief overview of the Local Sustainable Transport Fund (LSTF) which was a competitive bidding process established in 2010 by the Department for Transport (DfT) with two main objectives: to grow the economy and to cut carbon emissions. Tyne and Wear, Northumberland and Durham areas had all succeeded in being awarded funding. The programme had initially been due to end in March 2015, however, further funding had subsequently been made available for 2015/16, with each area being successful in receiving additional monies.

Northumberland Go Smarter Programme

Sarah Rowell, Senior Projects Officer (Transport), Northumberland County Council introduced the information relating to Northumberland Council's LSTF projects which had initially only related to SE Northumberland area but had been extended in the subsequent 2015/16 project award to rural areas of Northumberland.

Durham LSTF – Local Motion to Work project

Ian Jobling introduced the information relating to the Durham projects. These had originally focussed on the South Durham area and on cross-boundary journeys to Darlington. The additional funding awarded for 2015/16 had enable the project to be expanded to the Durham City area and had therefore included three additional communities.

Members' Questions and Comments

- The Chair welcomed the detail on the range of schemes which had been provided but expressed concerns at the lack of future funding and therefore the sustainability of the schemes developed.
- In response it was explained, that, in relation to schools projects, a legacy of information had been developed. Going forward the level of support provided to schools would be reduced. Each new intake of pupils meant that the messages had to be repeated, encouraging a change in culture required making contact with children at an early stage in their development. Work

would continue with schools but not at the higher level developed during the project.

- Whilst the schemes described appeared to have been successful in engaging with the public, Members were concerned at the lack of availability of future funding which would be crucial to ongoing successes.
- In response to a question on outcomes and whether changes in lifestyle had been achieved, officers indicated that the DfT had specifically excluded using funding to monitor outcomes. Research through 'demonstration towns'; evidence of equipment loans provided, for example, the number of cycle loans (900); anecdotal evidence; information provided in annual reports as well as six monthly 'hands-up surveys all contributed to an understanding of the success of the schemes. Hands-up surveys generally demonstrated an increase/improvement in pupils walking/cycling to school following the engagement work but this was also shown to slip back after the passage of time. Workplace schemes were more difficult to evidence improvements or changes in behaviour because of the relatively small numbers involved (10 employers).
- Further concerns at the lack of monitoring evidence in view of the level of spend on the projects were also responded to. Data was available for the extension to the Go North East Service between Ashington and Cramlington which provided access to Cobalt Business Park and other destinations and had demonstrated a better than average usage. This was expected to result in the service being adopted on a commercial basis. A further example was the use of the Durham annual survey of households, although this provided limited scope to demonstrate 'making a difference on investment' as it involved a relatively small sample of 1000 homes.
- A Member expressed disappointment at the lack of sustainability demonstrated by the 'tail-off' of uptake by school children. He suggested that this would also be likely to apply to the use made of cycle ways during poor weather conditions.
- Investment in Park and Ride schemes, with free parking, was suggested as a more sustainable option.
- The impact of parental choice of schools and the subsequent increased road usage because of the need to transport children to different sites was highlighted as an issue for consideration.
- An officer indicated whilst there would be a reduced resource available to the schools there was expected to be a continuous presence, if a somewhat 'lighter-touch'. Some schools would be better than others at embedding the work undertaken into the culture of the school going forward.
- The Chair indicated that such information would be useful whilst undertaking the review of transport.
- In response to questions relating to the numbers of scooters available, publicity for constituents and efficiency savings generated for the LA7 area. It was confirmed that 30 scooters were available in the wider rural Northumberland scheme. Publicity campaigns and branding had been provided jointly for Tyne and Wear and Northumberland and had included the development of the Go Smarter website and journey planner. Such alignment had generated efficiencies Whilst Durham hadn't developed a scooter loan project there were aspirations to develop a scheme in the Chester-le-Street area and knowledge gained from implementing the Northumberland scheme, (putting in place arrangements for managing the scheme, CRB checking etc)

would be used to support the development of a business case to access funding.

Tyne and Wear Go Smarter Programme 2015/16

Liz Prudhoe, Manager, Adapt North East was in attendance as a contributor to the Tyne and Wear Go-Smarter programme and outlined the projects which had been developed for the Tyne and Wear area. She highlighted that a scooter fund had recently been established for the Hexham area, initially it had only been implemented for rural Gateshead; Go Smarter had for the last 12 months been applied across all of Tyne and Wear; 240 referrals had been received from Job Centre plus or training agencies; work was being done to ensure that where training opportunities were being provided, those individuals offered work were in a position to take up the offer without being restricted by 'access to transport' issues.

Members' Questions and Comments

- In relation to a comment about evidence, the Chair reminded Members that this was the early stages of what would be a year-long review and that there would be further opportunities for evidence gathering, collating of evidence and seeking to achieve a regional view. There was no doubt much to be learned.
- In response to a Member's comment challenging the potential for local authorities to subsidise employers to enable their employees get to work. It was pointed out that the aim was to provide support to those who were furthest away from sources of employment.

The Chair reiterated that the aim of the review related to removal of barriers in relation to getting people into work. She expressed thanks to the officers and Members for their contributions.

5

DEVELOPING A DEVOLUTION PROSPECTUS FOR THE NORTH EAST COMBINED AUTHORITY - UPDATE ON STAKEHOLDER ENGAGEMENT

Submitted: Report of the Interim Head of Paid Service (previously circulated copy attached to official minutes) which summarised the key messages which had emerged from the feedback received during consultation on the outline proposals set by the Leadership Board earlier in the year as the basis for engagement with government ministers and other stakeholders to secure greater devolution of funding, powers and responsibilities to the region.

Vince Taylor, Head of Strategy and Performance at Sunderland and a Member of the NECA Economic Development Officers Group was in attendance to introduce the report and update the Committee on developments since the initial proposals had been agreed for wider consultation. This Committee, at its meeting on 24 March 2015, had expressed broad agreement for the initial proposals and strong support for the overall principle of devolution. The consultation exercise had generated a significant level of interest and overall the feedback had also demonstrated strong support with suggestions for an overarching vision, for an ambitious ask of the Government, clarity on governance and a demonstration of the North East's ability to deliver.

He highlighted the progress of the Manchester Devolution Bill, the Communities and Local Government Bill which had been included the Queen's speech and recent discussions when the Leaders had met with Ministers at the Local Government Conference. He also referred to the content of a letter from the Leaders and Elected Mayor which had been sent to Greg Clark, Secretary of State for Communities and Local Government to confirm the wish to begin detailed devolution negotiations. The letter had also confirmed that they would, alongside these negotiations, consider appropriate models of governance including an elected mayor.

Members' Questions and Comments

- It was hoped that consultation with the electorate would be undertaken on any proposed model.
- The model adopted shouldn't be forced by the Government but decided on the basis of what was best for the region.
- The deal must come first, with funding being devolved with powers, followed by governance arrangements.
- Negotiations with government should focus on devolution with elected representatives listening to the views of local people.
- The views of Scrutiny on this issue should be forwarded to the Leadership Board rather than merely a noting of the report as recommended.
- The Chair responded to comments indicating that although this was very much a party political issue, the scrutiny role should remain 'a-political'. There was no doubt that the Committee had previously shown and would continue to show its strength in dealing with Leadership Board if required.
- In response to a question it was noted that the initial response from government to the letter from the Leaders had been positive. No fixed timetable had been agreed for the negotiations, although they were expected to be conducted early in the life of the current parliament.
- The support of this committee in expressing reservations at the possibility of an elected mayor may be welcomed by the Leadership Board.
- Whilst supporting devolution, a member stressed the need for NECA to be proactive in highlighting the needs and wants of the North East and also expressed reservations at the possibility of having a directly elected mayor in view of the complexities of managing such a large and diverse region.
- Reference was made to the process during the NE Regional Assembly debate which had seen the establishment of a constitutional convention to look at proposals around the form an assembly might take and how it would be funded.
- The need to hold a referendum on the issue of an elected mayor was suggested as a requirement.

The Chair made reference to the 12 main proposals which had been put forward for devolution. If devolution were to progress it needed to be full devolution with autonomy and accountability. She asked whether at this stage there was enough

evidence available to deliver on the model proposed and whether the region would be ready to meet the challenges and responsibilities, particularly in relation to tackling poverty and inequality.

In response, Vince Taylor commented that work had been ongoing since January in relation to building evidence. Work was continuing to refine the 12 key 'asks' of government, the next version was expected to be much simpler. The needs of the people were at the forefront, to increase the access to more and better jobs; access to the availability of longer term funding (Currently funding was unknown after 2016); improvements were needed to better reflect our regional position as a successful trading region. In response to a question concerning the role of the LEP he confirmed that there were no details contained in the Bill which would impact on the powers of the LEP.

In relation to a question on Public Health and Social care integration, consideration would be given to the possibilities across all areas of public service. The relationship between physical and mental wellbeing in relation to long-term unemployment were well recognised and would be taken on board, for example in working with the Department for Work and Pensions (DWP) in relation to tackling the barriers to employment, overcoming those barriers and moving people forward.

Following the discussion it was agreed that position of the Combined Authority Scrutiny Committee was as follows:-

- The Devolution Deal should take precedence in negotiation with Government and issues of Governance within the LA7 should follow;
- The Deal must reflect the views of the public across the LA7, with the expectation of a referendum being held if this is dependent upon an elected mayor role;
- If an elected mayor role is part of the Deal, the north east region should be able to determine the extent of the role; and

that a letter would be sent to the Leadership Board setting out the position of the Scrutiny Committee as above.

6 **FINANCIAL MONITORING UPDATE - OUTTURN 2014/15**

Submitted: Report of the Chief Finance Officer (previously circulated copy attached to official minutes) which provided information about the Combined Authority's 2014/15 financial outturn, a summary of the financial monitoring information for 2015/16 and an update on the budget process for 2016/17.

The Chair indicated that the Chief Finance Officer was unable to attend the meeting, however, any questions Members wished to raise could be submitted to Paul Woods for a response to be made by him.

Following a discussion on the merits of deferring the item, the suggestion to defer the report was not supported.

RESOLVED – That the report be received and noted.

7 FORWARD PLAN AND WORK PROGRAMME

Submitted: Report of the Monitoring Officer (previously circulated copy attached to official minutes) which incorporated a copy of the NECA Forward Plan and the updated Scrutiny Annual Work Programme for 2015/16. It provided Members with an opportunity to consider the items for the current 28day period and to review the work programme.

A Member made reference to the issues around child poverty and the growing impact of inequalities. She suggested giving consideration to the findings of the North East Child Poverty Commission later in the year, particularly in relation to general health and wellbeing.

A Member also welcomed the information as to ongoing reviews of constituent Authorities as set out in paragraph 3.5 of the report.

RESOLVED – That the Forward Plan and updated work plan be received and noted and a report to the Committee be invited in due course from the North East Child Poverty Commission.

8 DATE AND TIME OF NEXT MEETING

2.00pm on 8 September 2015 - Gateshead

9 REPORT TEMPLATE

The Chair suggested and it was agreed that all reports submitted to the Committee should in future include a glossary of terms.

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North East Combined Authority

Overview and Scrutiny Committee

Date: 8th September 2015

Subject: Policy Review: Transport Related Barriers to Employment – Evidence from Nexus

Report of: Corporate Manager for Customer Services and Communications

Executive Summary

The purpose of this report is to provide evidence from Nexus for the policy review on transport related barriers to education, employment and training. This review will contribute to the Transport Plan for the North East, which is due to be completed in 2016.

Recommendations

It is recommended that the Committee receives the evidence from Nexus as part of its programme of evidence gathering to contribute towards the policy review.

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1 Background Information

1.1 The Scrutiny Committee has agreed to pursue a policy review based on the following terms of reference :

- a) An assessment of current transport projects to help people get to interview, jobs, training etc.
- b) The potential impact of future spending cuts and how to maintain accessibility of public transport
- c) An assessment of the different problems across the NECA area (Durham, Newcastle, Gateshead, Sunderland, South Tyneside, Northumberland, North Tyneside) (e.g. the particular needs of rural areas).

2. Nexus activities to overcome barriers to employment, education and training

2.1 Nexus is an officer of the Combined Authority funded by a levy on the five local authorities of Tyne and Wear to deliver local transport services. The authority's strategic policy objectives for Nexus include maintaining and, if possible, growing access to public transport. Nexus defines accessibility as a combination of the availability of services, at the time people want to travel and to the places they want to go, and the affordability of those services to different parts of the community.

2.2 The following is a list of activities currently provided by Nexus which are help to support people travelling to work, education or training:

a) Job Seekers Travel Voucher Scheme

The Job Seekers' Travel Voucher Scheme provides bus and Metro journeys to get to and from job interviews and training courses and has been running for the last three years.

The travel vouchers are issued to job seekers on a case by case basis by Job Centre Plus advisors and by the back-to-work training provider Ingeus. Job seekers are provided with travel vouchers if they require assistance getting to any training courses or job interviews. They will also qualify if they need the cost of travel to their new workplace covered for a few weeks until they get paid.

This is jointly funded by the Government's Local Sustainable Transport Fund and Nexus. Since January 2013 Nexus have ordered almost 10,000 travel vouchers which have been distributed by Job Centres and Ingeus.

Job Seekers Travel Voucher Testimonials

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“Thanks to Nexus the client has been able to take a permanent position with DFDS as a travel advisor allowing him to work towards his goal career.”

“The client has been offered a position within a company supporting the North Tyneside Council and the pay will not be given to her for her first week, so with the support from Nexus she will be able to make it in for her first week until she is paid, using public transport.”

b) Secured Services

Nexus uses funding from local authorities to fund about 235 ‘secured’ bus services in full or part to cover journeys that would not otherwise be provided by commercial operators. The number does change regularly as Nexus responds to changes in the commercial market, but about one third of these are bus routes secured in their entirety, while two thirds are routes where Nexus provides funding to extend the operating hours (to include early mornings, evenings or weekends) or sections of route on an otherwise commercial service. Nexus also provides 15 ‘works services’ where buses make single daily journeys to reach major employment sites, and more than 260 daily services to schools.

c) Flat fares for over 16’s on secured services

These primarily serve schools, making it easier for sixth-formers.

d) ‘All Day’ Disabled Concessionary Travel passes

This is a voluntary concession provided by the NECA/Nexus for anyone in full time work or education. It allows free travel on buses.

e) Metro Service

The operation of Metro, with a service specification that provides a minimum 12-minute frequency from 5am until after midnight which is beneficial for shift workers.

f) Personalised Travel Planning Advice

Nexus also offers travel planning and advice in conjunction with the bus operators. For example, Utilitywise relocated offices from South Shields to North Tyneside, Nexus staff provided public transport advice to those employees who were reliant on public transport to get to work at staff engagement events. A works service was introduced by an operator from South Tyneside to North Tyneside but was later withdrawn due to low usage.

g) Strategic Planning

A number of new large scale developments are coming forward across Tyne and Wear. Nexus has prepared and presented public transport plans to

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highlight the requirements for public transport provision in a new development.

h) Apprenticeship Programme

Nexus has expanded its apprenticeship programme in 2013 with the aim of taking on ten apprentices a year over a three year period. Delivered in partnership with Gateshead College, it offers an ideal opportunity to start a career in rail engineering.

i) Student MetroSaver

Nexus offer a Student Metro Saver product which saves up to 30% on a standard MetroSaver. The price for a four week pass is from £26.60 for inner Newcastle and inner Sunderland zones.

j) 16-18 MetroSaver

Nexus provides a 16 – 18 MetroSaver which is 60% cheaper than a standard MetroSaver, a weekly all zone ticket costs £7.50

k) Corporate MetroSaver

Employees whose company have signed up to this scheme, can purchase an annual Metro ticket, with a 10% discount off the normal annual pass, and can pay for this directly from their wages, splitting the cost over 12 months.

3. Next Steps

- 3.1 This evidence is part of a wide ranging programme of evidence gathering to be undertaken by the Overview and Scrutiny Committee. Other evidence gathering sessions will be programmed into scheduled Overview and Scrutiny meetings.

4. Potential Impact on Objectives

- 4.1 Reducing transport-related barriers to employment will assist in the Combined Authority in delivering its objective to maximise the area's opportunities and potential.

5. Finance and Other Resources

- 5.1 There are no direct finance implications arising from this report.

6. Legal

- 6.1 There are no direct legal implications arising from this report.

7. Other Considerations

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7.1 Consultation/Community Engagement

Relevant stakeholders will be consulted as part of the evidence gathering for the review. A Call for Evidence has been issued and widely circulated.

7.2 Human Rights

There are no human rights implications identified at this stage.

7.3 Equalities and Diversity

There are no specific equality and diversity implications arising from this report.

7.4 Risk Management

There are no specific risk management implications arising from this report.

7.5 Crime and Disorder

There are no specific crime and disorder implications arising from this report.

7.6 Environment and Sustainability

There are no specific environment and sustainability implications arising from this report.

8. Background Documents

8.1 None

9. Links to the Local Transport Plans

9.1 This review will contribute to the Transport Plan for the North East Combined Authority.

10. Appendices

10.1 None

11. Contact Officers

11.1 Hew Lewis, Corporate Manager Customer Services and Communications,
Nexus Tel: 0191 203 3112
Karen Brown, Scrutiny Officer karen.brown@sunderland.gov.uk

12. Sign off

North East Combined Authority

Overview and Scrutiny Committee

- Head of Paid Service ✓
- Monitoring Officer ✓
- Chief Finance Officer ✓

13. Glossary

Local Sustainable Transport Fund - launched in 2010 the Fund allows local transport authorities to “build on their plans for sustainable travel measures that support economic growth and reduce carbon”.

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Overview and Scrutiny Committee

Date: 8th September 2015

Subject: Forward plan & Scrutiny Work Programme

Report of: Monitoring Officer

Executive summary

The purpose of this report is to provide scrutiny members with an opportunity to consider the items on the Forward Plan for the current 28 day period and to review the updated Annual Work Programme for 2015/16.

Recommendations

It is recommended that the Overview and Scrutiny Committee considers the Forward Plan in relation to the development of the committee's work programme and notes the revisions to the work programme since the last meeting.

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Overview and Scrutiny Committee

1. Background Information

- 1.1 The Forward Plan is a document which lists the decisions that the North East Combined Authority committees intend to take in the coming months. The Forward Plan contains specific information relating to each decision, including the date the decision will be made, a brief explanation of the topic, the consultation to be undertaken, and contact details of the author.
- 1.2 Details of each decision are usually included on the Forward Plan 28 days before the report is considered and any decision is taken.

2. Role of Overview and Scrutiny

- 2.1 One of the main functions of this Committee is the review and scrutiny of decisions made by the North East Leadership Board (NELB), the Transport North East Committee (TNEC), Transport North East (Tyne and Wear) Sub-Committee (TWSC) and Nexus. Durham County Council (DCC) and Northumberland County Council (NCC) are also subject to overview and scrutiny in relation to transport functions delegated to them, as is the North East Local Enterprise Partnership (NELEP) to the extent of the NECA's role as its accountable body. One of the ways this can be achieved is by considering the forthcoming decisions of those various decision making bodies
- 2.2 In considering items in the Forward Plan, the Scrutiny Committee should determine whether scrutiny can add value in relation to the decision being made.
- 2.3 To this end, the most recent version of the Forward Plan is attached marked Appendix 1.

3. Annual Work Programme

- 3.1 The Scrutiny Committee's Annual Work Programme is attached as Appendix 2.
- 3.2 The work programme has been compiled to allow the Scrutiny Committee to have an overview of all performance, decision-taking and developments within the NECA, as well as being focused and flexible to allow for new issues and recognising the capacity of the scrutiny committee to respond in a timely way to emerging developments throughout the year.

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3.3 The NECA Scrutiny Committee obtains work programme items from the following sources:

- a) Items submitted by Members of the Committee (and including items referred by other members of the combined authority)
- b) The Budget and Policy Framework
- c) The Forward Plan
- d) The three Thematic Leads
- e) Evidence for the policy review

4. Policy Review – Transport Related Barriers to Employment

4.1 The Scrutiny Committee is currently gathering evidence for a policy review of transport related barriers to education, employment and training. The review will contribute to the North East Transport Plan (estimated completion date April 2016). The Plan will contribute to the delivery of “More and Better Jobs”.

4.2 Since the last committee meeting a Call for Evidence has been issued and circulated widely. Responses will be collated and put forward for evidence to members of the scrutiny committee.

4.3 Evidence gathering sessions will be programmed into scheduled committee meetings.

5. Next Steps

5.1 In considering the Forward Plan, Members are asked to consider those issues where the Scrutiny Committee could make a contribution which would add value.

5.2 If the Scrutiny Committee determines to review or scrutinise a decision notified in the Forward Plan, a meeting of the Committee will be arranged to allow scrutiny members to carry out their role in a timely way.

5.3 The draft work programme will be refreshed and updated at each meeting of the scrutiny committee throughout the year.

6. Potential Impact on Objectives

6.1 Development of a work programme and review and scrutiny of decisions in the Forward Plan will contribute towards the development and implementation of the policy framework of the NECA, Nexus and NELEP as well as providing appropriate challenge to decisions taken.

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7. Finance and Other Resources

- 7.1 No financial or other resource implications are identified at this stage. The financial impact of any proposals or recommendations should be taken into account and any significant implications should be reflected in any considerations and comments made by the Scrutiny Committee.

8. Legal

- 8.1 There are no specific legal implications arising from these recommendations.

9. Other Considerations

9.1 Consultation/Community Engagement

Not applicable

9.2 Human Rights

There are no specific human rights implications arising from this report.

9.3 Equalities and Diversity

Not applicable

9.4 Risk Management

Not applicable

9.5 Crime and Disorder

Not applicable

9.6 Environment and Sustainability

Not applicable

10. Background Documents

- 10.1 None

11. Links to the Local Transport Plans

- 11.1 None

12. Appendices

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Overview and Scrutiny Committee

- 12.1 Forward Plan Appendix 1
Work Programme Appendix 2

13. Contact Officers

- 13.1 Karen Brown, Scrutiny Officer, karen.brown@sunderland.gov.uk

Sign off

- Head of Paid Service ✓
- Monitoring Officer ✓
- Chief Finance Officer ✓

14. Glossary

Forward Plan – list of decisions to be taken in the next 28 days
Work Programme – schedule of reports to be taken over the year

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Forward Plan of Decisions

Published 21 August 2015 *

The Forward Plan for the North East Combined Authority (NECA) is prepared and published by the Monitoring Officer for the purpose of giving the 28 day notice of decisions that are planned to be taken by the NECA, its committees or a Chief Officer, which impact on the key areas of the NECA, namely Transport, Economic Development, Regeneration, Skills and Inclusion.

Unless otherwise indicated, if you require any further information or wish to make representations about any of the matters contained in the Forward Plan, please contact the appropriate officer as detailed against each entry at least 7 days before the meeting.

***The most recent entries are referred to as “NEW”.**

No./ Date Published on Forward Plan	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
A. North East Leadership Board (NELB)							
A 1.	15 September 2015 and then all ordinary meetings	NELB	Update reports from Thematic Leads: <ul style="list-style-type: none"> • Economic Development and Regeneration; • Employability and Inclusion; and • Transport 	All	To be confirmed	Held by the Contact Officer	Economic Development and Regeneration: Beverley Poulter Lead Policy Officer Sunderland City Council beverley.poulter@sunderland.gov.uk 0191 561 1150 Employability and Inclusion: Janice Rose Economic and Inclusion Policy Manager Northumberland County Council janice.rose@northumberland.gov.uk 01670 624747 Transport: Mark Wilson Regional Transport Principal Advisor

No./ Date Published on Forward Plan	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
							mark.wilson@newcastle.gov.uk 0191 211 5679
A 2.	15 September 2015	NELB	Financial Monitoring Update	Corporate Issue	The budget and capital programme for the 2014/15 was subject to consultation during the year and regular update reports to the Leadership Board.	2014/15 Budget (Leadership Board 29 April 2015)	Paul Woods Chief Finance Officer paul.woods@northtyneside.gov.uk 07446936840
A 3.	15 September 2015	NELB	Annual Report and Accounts	Corporate Issue	The draft accounts will be subject to a period of public inspection and also subject to review by the External Auditors.	Annual Report and Accounts 2014/15 Report of the External Auditor on the Statement of Accounts 2014/15	Eleanor Goodman Senior Accountant eleanor.goodman@newcastle.gov.uk 0191 277 7518

No./ Date Published on Forward Plan	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
A 4.	15 September 2015	NELB	Appointment of Independent Person (Governance Committee)	Corporate Issue	To be confirmed	Held by the Contact Officer	Vivienne Geary Monitoring Officer viv.geary@northtyneside.gov.uk
A 5. NEW	15 September 2015	NELB	European Structural & Investment Funds: Sustainable Urban Development Agreement to take on the Intermediate Body (IB) role for the North East Sustainable Urban Development (SUD) Strategy within European Regional Development Fund (ERDF).	Corporate Issue	Leadership Board	Leadership Board SUD paper 14 th July 2014 North East European Structural & Investment Fund Strategy	Sarah McMillan Corporate Lead - Strategic Development South Tyneside Council sarah.mcmillan@southtyneside.gov.uk 0191 424 7948 Rob Hamilton Newcastle City Council rob.hamilton@newcastle.gov.uk 01912778947
A 6. Updated	15 September 2015	NELB	Devolution Update To note the latest developments in relation to the Cities and Local Government Devolution Bill and	Corporate Issue	The Leaders and Elected Mayor as well as the Head of Paid Service and the Chief Executives of the Constituent	To be confirmed in the report to the Leadership Board	Adam Wilkinson, Head of Paid Service, North East Combined Authority adam.wilkinson@northeastca.gov.uk

No./ Date Published on Forward Plan	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			the governance options.		Authorities will be consulted on this item.		0191 643 5689
A 7. NEW	15 September 2015	NELB	Enterprise Zone Submission Recommend the package of enterprise zone sites to NELEP for submission to DCLG by 18 th September	Economic Development and Regeneration	Constituent Local Authorities / NELEP	DCLG Invitation to submit proposals – see link https://www.gov.uk/government/publications/enterprise-zones-application-form .	Paul Woods, Chief Finance Officer, North East Combined Authority 07446936840 paul.woods@northeastca.gov.uk
A 8.	17 November 2015	NELB	Draft Budget 2016/17 and Transport Levies	Corporate issue	The budget for 2016/17 will be subject to consultation in advance of the formal agreement in winter 2016.	Held by the Contact Officer	Paul Woods, Chief Finance Officer, North East Combined Authority 07446936840 paul.woods@northeastca.gov.uk

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A 9.	19 January 2016	NELB	Budget 2016/17 and Transport Levies	Corporate issue	The budget for 2016/17 will be subject to consultation.	Reports to NELB and other committees of the Combined Authority.	Paul Woods, Chief Finance Officer, North East Combined Authority 07446936840 paul.woods@northeastc a.gov.uk
A 10.	Any future meeting	NELB	Project Approvals This is a standing item, which will include the approval of any funding or contractual arrangement that may be necessary from NECA for projects to proceed. This includes projects where funding is allocated directly to NECA or projects where funding is approved	The projects could relate to any of the thematic theme areas – Transport; Economic Development and Regeneration ; or Employability and Inclusion.	Any, where necessary.	Held by the Contact Officer	Paul Woods, Chief Finance Officer, North East Combined Authority 07446936840 paul.woods@northeastc a.gov.uk

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			by the NELEP Board, where the approval may also be necessary from NECA in its role as accountable body. The report may include information about projects approved under delegated arrangements in between formal meetings, to enable projects to proceed in a timely fashion to achieve the outcomes of the Strategic Economic Plan.				
B. Transport North East Committee (TNEC)							
B 1. NEW	24 November 2015 and	TNEC	Transport Vision for the North East	Transport	Wide public consultation will take place	Held by the Contact Officer	Mark Wilson Head of Transport Policy

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	all future meetings		Report for approval		following publication of the Transport Vision		Mark.Wilson@newcastle.gov.uk 0191 211 5679
B 2.	24 November 2015 and all future meetings	TNEC	Transport for the North – an update on the programme to improve the transport network in Northern England Report for information	Transport	To be confirmed	The Northern Powerhouse: One Agenda, One Economy, One North: document published at https://www.gov.uk/government/publications/northern-transport-strategy	Mark Wilson Head of Transport Policy Mark.Wilson@newcastle.gov.uk 0191 211 5679
B 3.	24 November 2015	TNEC	Appointment of Vice-Chair of TWSC	Corporate issue	This is a constitutional matter	Constitution	Vivienne Geary Monitoring Officer viv.geary@northtynesid.gov.uk
B 4.	24 November 2015	TNEC	Draft budget 2016/17 and transport levies	Corporate issue/ Transport	To be confirmed	Held by the Contact Officer	Paul Woods, Chief Finance Officer, North East Combined

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							Authority 07446936840 paul.woods@northeastc a.gov.uk
B 5.	24 November 2015 and all future meetings	TNEC	QCS Programme Update The purpose of this report is to provide an update on the QCS Programme and Workstreams.	Transport	The report has been prepared through Nexus's internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes Managing Director (Transport Operations) tobyn.hughes@nexus.org.uk 0191 203 3246
B 6.	24 November 2015	TNEC	Local Sustainable Transport Fund programme update This report would provide information on the delivery of the NECA-wide capital schemes and the 3 revenue-based schemes in Northumberland,	Transport	To be confirmed	Held by the Contact Officer	Mark Wilson Head of Transport Policy Mark.Wilson@newcastle.gov.uk 0191 211 5679

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			Durham and Tyne and Wear				
B 7.	24 November 2015 and all future meetings	TNEC	<p>Capital Programme Monitoring Report</p> <p>This report provides the Transport North East Committee with a progress update in relation to delivery of the transport related capital programme. This is a requirement of the NECA constitution and is a function delegated to TNEC.</p>	Corporate issue	Consultation on 2014/15 capital programme with Treasurers and Chief Executives, and capital programme agreed by Leaders in April 2014.	NECA Budget and Capital Programme 2014/15	Eleanor Goodman Senior Accountant eleanor.goodman@newcastle.gov.uk 0191 277 7518
B 8.	24 November 2015 and all future meetings	TNEC	<p>Revenue Budget 2014/15 Monitoring Report</p> <p>This report provides the Transport North East Committee</p>	Corporate issue	Consultation on 2014/15 budget with Treasurers and Chief Executives, and budget	NECA Budget and Capital Programme 2014/15	Eleanor Goodman Senior Accountant eleanor.goodman@newcastle.gov.uk 0191 277 7518

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			with a progress update in relation to how the transport related budgets for the delivery agencies are being managed. This is a requirement of the NECA constitution and is a function delegated to TNEC.		agreed by Leaders in April 2014.		
B 9.	Any relevant meeting	TNEC	Transport Project Approvals. This is a standing item, which will include the approval of any funding or contractual arrangement that may be necessary from NECA for projects to proceed. This involves projects where funding has previously been	Transport	To be confirmed	Held by the Contact Officer	Paul Woods, Chief Finance Officer, North East Combined Authority 07446936840 paul.woods@northeastc a.gov.uk and Mark Wilson Head of Transport Policy Mark.Wilson@newcastle.gov.uk 0191 211 5679

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			<p>approved by the Local Transport Body and where the approval may also be necessary from TNEC, on behalf of NECA in its role as accountable body.</p> <p>Report for approval</p>				
B 10.	Annually	TNEC	<p>Discharge of Transport Functions by Durham County Council.</p> <p>The report provides an update on the discharge of delegated functions at Durham County Council.</p>	Transport	The report refers to the discharge of delegated functions by officers in Durham County Council in consultation with the relevant cabinet portfolio holder and its contents have	The North East Combined Authority Constitution The North East Combined Authority Deed of Operation dated the 29th April 2014.	Adrian J White Head of Transport and Contract Services Durham County Council adrian.white@durham.gov.uk 03000 267455

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					already been noted by the Cabinet of Durham County Council.		
B 11.	Annually	TNEC	<p>Northumberland County Council – Public Transport Activity Report on Delegated Functions 2014</p> <p>The report provides an update on the discharge of delegated functions at Northumberland County Council.</p>	Transport	To be confirmed	Held by the Contact Officer	<p>Stuart McNaughton Principal Transport Policy Officer Northumberland County Council stuart.mcnaughton@northumberland.gov.uk 01670 624 104</p>
C. Transport North East (Tyne and Wear) Sub-Committee (TWSC)							
C 1.	17 September 2015	TWSC	Monitoring Nexus' Performance	Transport	The report has been prepared through Nexus	Held by the Contact Officer	Tobyn Hughes Managing Director (Transport Operations)

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			The purpose of these reports is to advise TWSC of Nexus corporate performance in respect of service and project delivery such that the Sub-Committee exercises the monitoring and oversight functions in respect of Nexus activities delegated to it from the NECA Leadership Board.		corporate performance reporting arrangements.		tobyn.hughes@nexus.org.uk 0191 203 3246
C 2.	17 September 2015	TWSC	Go Smarter update Report for information	Transport	To be confirmed	Held by the Contact Officer	Melanie Carls LSTF Programme Manager Melanie.Carls@newcastle.gov.uk 0191 2116023
C 3.	17 September 2015	TWSC	End Date of Current Metro Concession (confidential report)	Transport	The report has been prepared through Nexus's	Held by the Contact Officer	Tobyn Hughes Managing Director (Transport Operations) tobyn.hughes@nexus.org.uk

No./ Date Published on Forward Plan	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			<p>The purpose of this report is to seek endorsement for the proposed end date of the current concession and to provide options for the future concession.</p> <p>The report will be exempt from the publication by virtue of Part 1 of Schedule 12A of The Local Government Act 1972 because it is likely to include commercially sensitive information relating to the Metro Concessionaire.</p>		internal reporting arrangements		rg.uk 0191 203 3246

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C 4.	17 September 2015	TWSC	Response to Petition – Use of a Travel Pass on Metro	Corporate issue/ Transport	To be confirmed	Petition and report to the 9 th July 2015 meeting of TWSC	Vivienne Geary Monitoring Officer viv.geary@northtyneside.gov.uk
C 5.	17 September 2015 and then Quarterly	TWSC	<p>Tyne Tunnel Update (confidential report) The report will provide an update for Members on the operation and management of the Tyne Tunnel</p> <p>The report will be exempt from the publication by virtue of paragraphs 3 and 5 of Part 1 of Schedule 12A of The Local Government Act 1972</p>	Transport	To be confirmed	Held by the Contact Officer	Michael Murphy Engineer to the Tyne michael.murphy@newcastle.gov.uk 0191 211 5950
C 6.	17 September	TWSC	Metro Performance Update	Transport	To be confirmed	Held by the Contact Officer	Tobyn Hughes

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	2015 and all future meetings		It is recommended that the Committee note the report and measures in place to improve Metro performance.				Managing Director (Transport Operations) tobyn.hughes@nexus.org.uk 0191 203 3246
C 7. NEW	17 September 2015 and all future meetings	TWSC	Nexus Strategic Risks 2015/16 The purpose of this report is to provide an update to TWSC of the strategic risks identified by Nexus for 2015/16.	Transport	The report has been prepared through Nexus internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes, Managing Director (Transport Operations), E-mail: tobyn.hughes@nexus.org.uk Tel: 0191 203 3246
C 8. NEW	17 September 2015	TWSC	Publicity, Marketing and Promotions Policy To seek approval for the Nexus policy on all publicity related activity.	Transport	The report has been prepared through Nexus internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes, Managing Director (Transport Operations), E-mail: tobyn.hughes@nexus.org.uk Tel: 0191 203 3246

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C 9. NEW	17 September 2015	TWSC	Acquisition of Land at Benton Square The purpose of this report is to seek approval for the acquisition of land by Nexus at Benton Square for the use as a compound for the successful Metro ARP contractor for the Permanent Way Framework.	Transport	The report has been prepared through Nexus internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes, Managing Director (Transport Operations), E-mail: tobyn.hughes@nexus.org.uk Tel: 0191 203 3246
C 10. NEW	17 September 2015	TWSC	Concessionary Travel Reimbursement for 2015/16 and 2016/17 (confidential report) The purpose of this report is to provide	Transport	The report has been prepared through Nexus internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes, Managing Director (Transport Operations), E-mail: tobyn.hughes@nexus.org.uk Tel: 0191 203 3246

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			an update on the Concessionary Travel negotiations between Nexus and the three major bus operators for the financial years 2015/16 and 2016/17.				
D. Governance Committee							
D 1. Updated	11 September 2015 and every meeting (11 December 2015 and 12 February 2016)	Governance Committee	Internal Audit Progress Report The report provides an update on the outcomes from internal audit activity and progress against the delivery of the internal audit plan.	Corporate Issue	Head of Paid Service, Monitoring Officer and Chief Finance Officer	Internal Audit Plan, Final Internal Audit Plan	Philip Slater Audit, Risk and Insurance Service Manager Newcastle City Council Philip.slater@newcastle.gov.uk 0191 211 6511

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D 2.	11 September 2015	Governance Committee	Annual Report and Accounts	Corporate issue	To be confirmed	Held by the Contact Officer	Eleanor Goodman Senior Accountant eleanor.goodman@newcastle.gov.uk 0191 277 7518
D 3. NEW	11 September 2015	Governance Committee	Annual Governance Statement	Corporate issue	To be confirmed	To be confirmed	Philip Slater Audit, Risk and Insurance Service Manager Newcastle City Council Philip.slater@newcastle.gov.uk 0191 211 6511
D 4.	11 September 2015	Governance Committee	External Auditor's Report	Corporate issue	To be confirmed	Held by the Contact Officer	Philip Slater Audit, Risk and Insurance Service Manager Newcastle City Council Philip.slater@newcastle.gov.uk 0191 211 6511
D 5.	11 December 2015	Governance Committee	Annual Audit Letter	Corporate issue	To be confirmed	Held by the Contact Officer	Philip Slater Audit, Risk and Insurance Service Manager Newcastle City Council

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							Philip.slater@newcastle.gov.uk 0191 211 6511
D 6.	11 December 2015	Governance Committee	Draft budget 2016/17 and Transport Levies	Corporate issue	This report will form part of the consultation process	Held by the Contact Officer	Paul Woods, Chief Finance Officer, North East Combined Authority 07446936840 paul.woods@northeastca.gov.uk And Eleanor Goodman Senior Accountant eleanor.goodman@newcastle.gov.uk 0191 277 7518
D 7.	12 February 2016	Governance Committee	Accounting Policies Update 2014/15 The report will set out the draft accounting policies to be used in the preparation of the 2015/16 accounts, with an explanation of any changes	Corporate issue	To be confirmed	Code of Practice on Local Authority Accounting 2014/15	Eleanor Goodman Senior Accountant eleanor.goodman@newcastle.gov.uk 0191 277 7518

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			which may have been introduced, and an update on changes to the Code of Practice on Local Authority Accounting. Governance Committee will be asked to approve the policies.				
E. Governance Sub-Committee							
No	meetings	Scheduled					
F. Overview and Scrutiny Committee (O&S)							
F.1	8 September 2015	Committee	Employability Update	Employability and Inclusion	To be confirmed	Held by contact officer	Karen Brown Scrutiny Officer, 0191

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NEW							561 1004 Karen.brown@sunderland.gov.uk
F.2 NEW	8 September 2015	Committee	Policy Review: Transport – barriers to employment	Transport	To be confirmed	Held by contact officer	Karen Brown Scrutiny Officer, 0191 561 1004 Karen.brown@sunderland.gov.uk
F.3 NEW	8 September 2015	Committee	Forward Plan and Work Programme	Corporate issue	To be confirmed	Held by contact officer	Karen Brown Scrutiny Officer, 0191 561 1004 Karen.brown@sunderland.gov.uk
G. Economic Development and Regeneration Advisory Board (EDRAB)							

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G 1. NEW	1 October 2015	EDRAB	EDRAB Membership Proposals – Update To receive an update on work to develop recommendations to the NELB for the recruitment of additional, non- voting members to the EDRAB.	Economic Development and Regeneration	NECA Elected Members; NELEP Members	North East Strategic Economic Plan - More and Better Jobs	Beverley Poulter, Lead Policy Officer, Sunderland City Council, 0191 561 1150, beverley.poulter@sund erland.gov.uk
G 2. NEW	1 October 2015	EDRAB	Inward Investment – Development of NECA Investment Gateway Function and Sector Propositions Members are requested to provide views on the development of the NECA Investment Gateway function	Economic Development and Regeneration	NECA Elected Members and officers; NELEP Members and officers	North East Strategic Economic Plan - More and Better Jobs	Beverley Poulter, Lead Policy Officer, Sunderland City Council, 0191 561 1150, beverley.poulter@sund erland.gov.uk

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			along with key sector propositions, in order to attract investment projects to the region.				
G 3. NEW	1 October 2015	EDRAB	Development of a Regional Investment Plan – Update Members are requested to provide views on a draft schedule of projects for inclusion in the Regional Investment Plan and make recommendations to the NELB.	Economic Development and Regeneration	NECA Elected Members and officers; NELEP Members and officers	North East Strategic Economic Plan - More and Better Jobs	Beverley Poulter, Lead Policy Officer, Sunderland City Council, 0191 561 1150, beverley.poulter@sunderland.gov.uk

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Work Programme 2015/16

Date	Items	Lead Officer	Informal Briefings / Development Days
22 nd June (Durham)	Appointment of Chair & Vice-Chair	Viv Geary	13 th July – CfPS Development Session
	NELEP annual report 2104/15	Bob Paton	
	NELEP overview of funding	Paul Woods	
	Scope of Policy Review – Transport related barriers to employment	John Bourn	
	Forward Plan & Work Programme	Karen Brown	
21 st July (Sunderland)	Policy Review – Local Sustainable Transport Funded Projects	Project Managers	
	NECA Devolution Proposals Update	Vince Taylor	
	Financial Monitoring Update – Outturn 2014/15		
	Forward Plan & Work Programme	Karen Brown	
8 th September (Gateshead)	Thematic Lead Update – Employability : focus on Apprenticeships	Shona Duncan, Employment & Skills Manager, North Tyneside Council	
	Policy Review: Transport Barriers to Employment – Evidence from Nexus	Huw Lewis, Nexus	
	Forward Plan & Work Programme	KB	
20 th October (Newcastle)	Policy Review: Transport Barriers to Employment – Evidence from Job Centre Plus		
	Devolution Update		
	Forward Plan & Work Programme	KB	
1 st December (North Tyneside)	Draft Budget 2016/17	Paul Woods	
	Policy Review Evidence Gathering (LSTF monitoring update)		
	Nexus Performance update		
	Consultation on Transport Vision	MW	
9 th February (South Tyneside)	Economic Development Thematic Lead Update	Thematic Lead Member	
	Policy Review Draft Report		
	Forward Plan & Work Programme	KB	
22 nd March (North Tyneside)	Transport Thematic Lead Update	Thematic Lead Member	
	Policy Review Final Report		
	Forward Plan & Work Programme	KB	
In addition to the schedule items, the following items will be included in the work programme.			
Shared Services	Opportunities for sharing the delivery of services between authorities. This could involve reviewing the progress currently being made with the sharing of services across the seven authorities within the NECA three key priority areas.		
Strategic Planning Frameworks	Partnership and collaboration in joining up local development planning frameworks to support devolved decision making		
Child Poverty	Child Poverty Commission's Plan for Regions		

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