Forward Plan of Decisions

Published 5 June 2018 *

The Forward Plan for the North East Combined Authority (NECA) is prepared and published by the Monitoring Officer for the purpose of giving 28 days' notice of decisions that are planned to be taken by the NECA, its committees or a Chief Officer, and 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". Updated entries are referred to as "Updated". Items withdrawn since the last publication are referred to as "Withdrawn", and following that will be removed altogether.**

Reference Number	Decision to be made on or within 60 days of	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
A. North East Leadership Board (Leadership Board)							
LB 1 (a) (Standing Item)	19 June 2018 **Annual Meeting**	Leadership Board	Thematic Lead Updates a) **Economic Development and Regeneration** Thematic Lead Update report – for information and comment. b) **Employability and Inclusion** Thematic Lead Update report – for information and comment. c) **Transport and Digital Connectivity** Thematic Lead Update Report – to provide Leadership Board with an update in the	All	a) To be confirmed. b) To be confirmed c) To be confirmed	a) To be confirmed. b) To be confirmed c) To be confirmed	a) Sarah McMillan Corporate Lead Strategic Development 0191 424 7948 sarah.mcmillan@southtyneside.gov.uk b) Janice Rose Economic and Inclusion Policy Manager 01670 624747 Janice.rose@northumberland.gov.uk c) Tobyn Hughes Managing Director (Transport Operations) (0191) 2033246

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			thematic lead area of Transport (and Digital Connectivity).				Tobyn.hughes@nexus.org.uk
LB1 (b)	19 June 2018 **Annual Meeting**	Leadership Board	Membership of the Leadership Board This report will confirm the membership of the Combined Authority's Leadership Board for the municipal year 2018/19 and make relevant appointments.	Corporate matter	Constituent local authorities and partner organisations	NECA Constitution Order creating the Combined Authority	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk
LB 1 (c)	19 June 2018 **Annual Meeting**	Leadership Board	Appointment of Committees, Agreement of Membership, Appointment of Chairs and Vice-Chairs, Appointment of Members to Outside Bodies and Appointment of External Auditor	Corporate matter	Constituent local authorities and partner organisations	NECA Constitution Order creating the Combined Authority	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk

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LB 1 (d)	19 June 2018 **Annual Meeting**	Leadership Board	Programme of Committee Meetings This report will seek confirmation of the proposed programme of committee meetings for the municipal year 2018/19.	Corporate matter	Constituent local authorities and Lead Officers of NECA	NECA Constitution Programme of Committee Meetings 2017/18.	Victoria Miller Democratic Services Officer 0191 2115118 victoria.miller@northeastca.gov.uk
LB 1 (e)	19 June 2018 **Annual Meeting**	Leadership Board	Economic Development and Regeneration Advisory Board Annual Report The Leadership is requested to note and provide views on the progress of the work undertaken by the Economic Development and	Economic Development and Regeneration	NECA Elected Members and officers; NELEP Members and Officers	• BREXploration Commission Report • CBI Unlocking Regional Growth • Good Work: The Taylor Review of Modern Working Practices	Sarah McMillan Corporate Lead Strategic Development 0191 424 7948 sarah.mcmillan@southtyneside.gov.uk

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			Regeneration Advisory Board during 2017/18			• EDRAB March 2018 Agenda Pack	
LB 1 (f)	19 June 2018 **Annual Meeting**	Leadership Board	Extension of Governance Committee Chair and Vice-Chair The Leadership Board will be asked to agree to extend the term of office of the Chair and Vice-Chair of the Governance Committee by a period of 12 months, in accordance with the terms of their appointment.	Corporate Issue	The Monitoring Officer has engaged with NEXUS and the Chair of the NEXUS Audit Committee. The Chair and Vice-Chair of the Governance Committee (the subjects of this decision) have been consulted and consented to the extension. The Governance Committee has also approved certain matters in relation to the process to be followed.	None	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk

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LB 1 (g)	19 June 2018 **Annual Meeting**	Leadership Board	Consent to Overview and Scrutiny Committee Decision making Protocol The Leadership Board will be asked to consent to a protocol adopted by the Overview and Scrutiny Committee in accordance with the Committee's duties under paragraph 1(5) of Schedule 5A of the Local Democracy, Economic Development and Construction Act 2009.	Corporate Issue	The decision making protocol was developed with the Overview and Scrutiny Committee, who adopted the policy on 15 March 2018. The Policy and Scrutiny Officer of NECA, the Monitoring Officer and the Scrutiny Officers of each Constituent Authority were involved in the development of the policy.	None	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk
LB 1 (h)	19 June 2018 **Annual Meeting**	Leadership Board	Delegated decisions - "Smarter Travel, Smarter Cities" – proposed European Regional Development Fund bid and Go Ultra	Transport	Consultation has taken place with all NECA constituent authorities and other relevant	1 - 'Smarter Travel, Smarter Cities' (Sustainable Urban Development	Tobyn Hughes Managing Director Transport Operations (0191) 2033246

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			Low North East programme The Committee is requested to approve delegated decisions by the Head of Paid Service, in consultation with the Chief Finance Officer and the Monitoring Officer, to carry out the following: 1 – To sign-off and approve submission of the final European Regional Development Fund bid (named "Smarter Travel, Smarter Cities"), due for submission in August 2018, 2 - To agree and authorize key activities, including but not limited to procurement exercises, and all other		stakeholders and delivery partners	Fund Expression of Interest – report to Transport North East Committee in April 2018 – report number 6 in agenda pack 2 - 'NECA wins funding for the filling station of the future' *January 2016* Office for Low Emission Vehicles Go Ultra Low City Scheme Funding Opportunity-Transport	Tobyn.hughes@nexus.org.uk

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			relevant legal documentation in order to deliver the Go Ultra Low North East Programme			North East Committee Report *April 2015* Agenda item 5 Electric Vehicle Charging Infrastructure-Transport North East Committee, 30th November 2017	
LB 1 (i)	19 June 2018 **Annual Meeting**	Leadership Board	Nexus Approvals – Delegated Authority The report seeks approval for delegated authority to be given to the Head of Paid Service for approvals that would normally be undertaken by TNEC and TWSC prior to the	Transport	Consultation will be undertaken with Statutory Officers as required.	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk

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			implementation of the Transport Joint Committee. A full list of required delegations will be provided in the report to Leadership Board. Any approvals to be undertaken will be done so in consultation with the Chair and Vice-Chair.				
LB 1 (j)	19 June 2018 **Annual Meeting**	Leadership Board	Review of Constitution The Leadership Board will be asked to consider proposed amendments to the constitution arising out of the annual constitutional review.	Corporate Issue	The Monitoring Officer has presented a report to the Governance Committee and discussed with the Head of Paid Service	None	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk
B. Transport North East Committee (TNEC)							
TN 1 (a) **Withdrawn**	July 2018 (date to be confirmed)	TNEC	Capital Programme Monitoring Report	Corporate issue	Consultation on the capital programme with Treasurers and	NECA Budget and Capital Programme	Katy Laing Principal Accountant 0191 3387428

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	(Standing Item)		This standing item 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.		Chief Executives, and capital programme agreed in April 2016.		katherine.laing@northeastca.gov.uk
TN 1 (b) **Withdrawn**	July 2018 (date to be confirmed) (Standing Item)	TNEC	Revenue Budget Monitoring Report This standing item provides the Transport North East Committee 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	Corporate issue	Consultation on the budget with Treasurers and Chief Executives, and budget agreed by Leadership Board.	NECA Budget and Capital Programme	Katy Laing Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk

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			is a function delegated to TNEC.				
TN 1 (c) **Withdrawn**	July 2018 (date to be confirmed) (Standing Item)	TNEC	Transport for the North This standing item is intended to provide a regular update on the programme to improve the transport network in Northern England and thereby promote economic growth	Transport	As required	The Northern Transport Strategy Spring 2016 report published at: http://www.transportforthenorth.com/pdfs/The-Northern-Transport-Strategy-Spring-2016-Report.PDF	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk
C. Transport North East (Tyne and Wear) Sub-Committee (TW)							
TW 1 (a)	July 2018 (date to be confirmed) (Standing Item)	TWSC	Tyne Tunnel Update **(confidential report)** The report will provide an update for Members on the	Transport	To be confirmed	Held by the Contact Officer	Alastair Swan Principal Engineer 0191 211 5931 alastair.swan@newcastle.gov.uk

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			operation and management of the Tyne Tunnel.				
TW 1 (b)	July 2018 (date to be confirmed) (Standing Item)	TWSC	Monitoring Nexus' Performance and Metro Performance Update 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. The report also reports on the measures in place to improve Metro performance.	Transport	The report has been prepared through Nexus' internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk

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TW 1 (c)	July 2018 (date to be confirmed) (Standing Item)	TWSC	Update on Nexus Corporate Risks 2018/19 The purpose of this report is to provide an update to TWSC of the strategic risks identified by Nexus for the year.	Transport	The report has been prepared through Nexus internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk
D. Governance Committee							
G 1 (a)	July 2018 (date to be confirmed) (Standing Item)	Governance Committee	Internal Audit Progress Report Members are requested to note the internal audit activity to date.	Corporate issue	Head of Paid Service, Monitoring Officer and Chief Finance Officer	Final Internal Audit Reports & Internal Audit Plan	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk
G 1 (b)	July 2018 (date to be confirmed)	Governance Committee	External Audit Progress Update This report provides an update for information on the work of Mazars,	Corporate Issue	Consultation with statutory officers and Governance Committee chair.	None.	Jim Dafter External Audit Senior Manager, Mazars jim.dafter@mazars.

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	(Standing Item)		the External Auditors to the Combined Authority.				co.uk Katy Laing Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk
G 1 (c)	July 2018 (date to be confirmed) (Standing Item)	Governance Committee	Strategic Risks and Opportunities Register The report is for Governance Committee member's information	Corporate Issue	Head of Paid Service, Monitoring Officer and Chief Finance Officer	Risk Management Strategy	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk
G 1 (d)	July 2018 (date to be confirmed)	Governance Committee	Annual Governance Statement 2017/18 The report is for members information	Corporate Issue	Head of Paid Service, Monitoring Officer and Chief Finance Officer	Guidance on the production of an Annual Governance Statement	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk
E. Governance Sub-Committee							

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There are no meetings currently scheduled.							
F. Overview and Scrutiny Committee (O and S)							
OS 1 (a)	July 2018 (date to be confirmed) (Standing Item)	O and S	NECA Forward Plan and Scrutiny Work Programme To receive the latest version of the Forward Plan and annual work programme	Corporate Issue	The Chair of the Committee	Held by the Contact Officers	Nicola Laverick Policy and Scrutiny Officer 07342069369 nicola.laverick@northeastca.gov.uk
OS 1 (b)	July 2018 (date to be confirmed) (moved from 15 March 2018)	O and S	Thematic Lead Update Report for Economic Development and Regeneration Overview and Scrutiny Committee are asked to receive this Thematic Update annual report for information and comment.	Economic Development and Regeneration	Consultation with Officers and Thematic Lead	None	Sarah James Employment and Skills Manager 0191 424 7396 sarah.james@southtyneside.gov.uk

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			The report will also provide an update for discussion (via an appendix) on the role of the North East England's Chamber of Commerce (NEECC) and their role in supporting the delivery of key activities and the commissioning work of DIT.				
G. Economic Development and Regeneration Advisory Board (EDRAB)							
ED 1 (a)	July 2018 (date to be confirmed) (Standing Item)	EDRAB	Economic Development and Regeneration – Progress Update Members are requested to receive an update on, and provide views in relation to, progress within the key areas of the Economic	Economic Development and Regeneration	NECA Elected Members and officers; and NELEP Members and officers	North East Strategic Economic Plan - More and Better Jobs	Sarah McMillan Corporate Lead Economic Strategy and Skills 0191 424 7948 sarah.mcmillan@southtyneside.gov.uk

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			Development and Regeneration theme. The update will include progress on the development of the regional Inward Investment function and Regional Investment Plan.				
F. Officer Delegated Decisions							
DD 86	12 June 2018	Head of Paid Service, in consultation with the NECA Monitoring Officer and with the agreement of the two Vice-Chairs of the NECA Leadership	North of Tyne Proposals The Head of Paid Service: i. On the advice of the Monitoring Officer to approve and authorise execution on the Deed of Cooperation (NECA entering a Deed of Cooperation with each of the Councils for the Local	Corporate Issue	Consultation has taken place with: •NECA Statutory Officers and all NECA constituent authorities •Wide public consultation has taken place across the whole of the existing NECA area	•Report to the NECA Leadership Board 26th April 2018 •Report to the NECA Leadership Board 20th March 2018 •The North of Tyne 'minded to' Devolution	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk

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		Board	Government areas of Durham, Gateshead, Newcastle upon Tyne, North Tyneside, Northumberland, South Tyneside and Sunderland reflecting the terms set out in the Heads of Terms attached in the Schedule to the NECA Leadership Board on the 26th April 2018 ii. On the advice of the Monitoring Officer and with the agreement of the two Vice-Chairs of the NECA Leadership Board, to formally consent to the final Secretary of State's Order, when such consent was		• The North of Tyne Authorities have engaged with the Secretary of State and the MHCLG	Deal • The North of Tyne Consultation Report	

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			requested by the Ministry of Housing, Communities and Local Government; subject to: a. all seven current constituent authorities of NECA and NECA entering into the Deed of Co-operation; and b. the final Secretary of State's Order reflecting all principles agreed upon between the Ministry of Housing, Communities and Local Government and all constituent Authorities.				