



Forward Plan of Decisions

Published 26 November 2018 *

The Forward Plan for the North East Combined Authority (NECA) is prepared and published by the Monitoring Officer for the purpose of;

- A. Giving 28 days' notice of key decisions that are planned to be taken by the NECA, its Boards, Committees or Chief Officers
- B. Complete transparency about decisions - the Plan also includes an overview of non-key decisions to be taken by the Combined Authority or its Chief Officers

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 Items withdrawn since the last publication are referred to as “Withdrawn”, and following that will be removed altogether.**

Further information about the Forward Plan and NECA Decision Making can be found in 'The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017' and the NECA Overview and Scrutiny Committee's Decision Making Protocol which can be found at <http://northeastca.gov.uk/wp-content/uploads/2018/08/NECA-Decision-Making-Protocol.pdf>

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
NECA Committees							
Leadership Board							
Updated LB 2 (a) Corporate Issue Economic Development and Regeneration Transport and Digital Connectivity	4 December 2018 (item moved from 13 November)	Key	Leadership Board	Project Approvals The report provides Members with an update on the below projects and may seek approval for Enterprise Zone infrastructure funding requests on the following employment sites: <ul style="list-style-type: none"> • Bates • Blyth • Ashwood • Ashington and Energy Central • East Sleekburn Subject to decisions to be made subsequently by the North East LEP Board. The report will also ask Leadership Board to approve delegated decision in relation to Transforming Cities .	Confidential report and presentation to the North East LEP Investment Board – 17 September 2018.	Paul Woods Chief Finance Officer 07446936840 paul.woods@northeastca.gov.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
LB 2 (b) Corporate Issue	4 December 2018	Key	Leadership Board	Appointments to Transport for the North The Leadership Board are asked to agree the appointment of one Member and one substitute Member to the Transport for the North Board and one Member and one substitute Member to	None	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
				the Transport for the North Scrutiny Committee.			
LB 2 (c) Corporate Issue	4 December 2018	Key	Leadership Board	Delegation of additional powers and functions The Leadership Board is recommended to approve the delegation of additional powers and functions to the Joint Transport Committee.	NECA Constitution; and Deed of Cooperation.	Peter Judge Monitoring Officer 07342 069 371 peter.judge@north-eastca.gov.uk	Public
LB 2 (d) Corporate Issue	4 December 2018	Key	Leadership Board	Approval of Joint Transport Committee Standing Orders The Leadership Board is recommended to approve the Standing Orders of the Joint Transport Committee.	NECA Constitution	Peter Judge Monitoring Officer 07342 069 371 peter.judge@north-eastca.gov.uk	Public
Audit and Standards Committee							
AS 3 (a) Corporate Issue	4 December 2018 (Standing Item)	Non-Key	Audit and Standards Committee	Internal Audit Progress Report Members are requested to note the internal audit activity to date.	Final Internal Audit Reports & Internal Audit Plan	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk	Public
AS 3 (b) Corporate Issue	4 December 2018 (Standing Item)	Non-Key	Audit and Standards Committee	Annual Audit Letter 2017/18 This report provides an update for information on the work of Mazars, the External Auditors to the Combined Authority.	None	Jim Dafter External Audit Senior Manager, Mazars	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
						jim.dafter@mazars.co.uk Eleanor Goodman Principal Accountant 0191 277 7518 eleanor.goodman@northeastca.gov.uk	
AS 3 (c) Corporate Issue	4 December 2018 (Standing Item)	Non-Key	Audit and Standards Committee	Strategic Risks and Opportunities Register The report is for Governance Committee member's information	Risk Management Strategy	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk	Public
AS 3 (d) Corporate Issue	4 December 2018	Non-Key	Audit and Standards Committee	Annual Governance Statement: 2017/18 progress update and Assurance Framework for the production of the 2018/19 Statement The report is for members information	Guidance on the production of an Annual Governance Statement	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk	Public
AS 3 (e) Corporate Issue	4 December 2018	Key	Audit and Standards Committee	Dispensations under the Localism Act 2011 The committee is invited to agree certain dispensations in accordance with requests received and to agree the procedures for agreeing dispensation requests and renewals.	Request for dispensation, 9 December 2014 Request for dispensation Paper, 6 December 2016 Request for an appointment of a	Peter Judge Monitoring Officer 07342 069 371 peter.judge@north-eastca.gov.uk	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
					Governance Sub-Committee, 5 December 2017 Request for dispensations: (Governance sub-Committee), 5 December 2017 Localism Act 2011		
AS 3 (f) Corporate Issue	4 December 2018	Non-Key	Audit and Standards	Treasury Management 2018/19 Mid-Year Update The Committee is asked to note the report which provides a mid-year update on Treasury Management activity.	Treasury Management Policy and Strategy 2018/19 (Leadership Board 16 January 2018)	Eleanor Goodman Principal Accountant 0191 277 7518 eleanor.goodman@northeastca.gov.uk	Public
AS 3 (g)	4 December 2018		Audit and Standards	Budget Proposals 2019/20 Report outlining the budget proposals and timetable for the Combined Authority, for consultation with the Audit and Standards Committee.	None	Eleanor Goodman Principal Accountant 0191 277 7518 eleanor.goodman@northeastca.gov.uk	Public
Audit and Standards Sub-Committee							
There are no meetings currently scheduled							
Overview and Scrutiny Committee							
OS 3 (a) Corporate Issue	20 December 2018	Non-Key	Overview and Scrutiny Committee	NECA Forward Plan and Scrutiny Work Programme	Held by the Contact Officer	Nicola Laverick Policy and Scrutiny Officer	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
	(Standing Item)			To receive the latest version of the Forward Plan and annual work programme.		07342069369 nicola.laverick@northeastca.gov.uk	
OS 3 (b) Corporate Issue	20 December 2018	Non-Key	Overview and Scrutiny Committee	Budget Proposals 2019/20 To consider the report outlining the budget proposals and timetable for the Combined Authority, for consultation with the Overview and Scrutiny Committee.	None	Nicola Laverick Policy and Scrutiny Officer 07342069369 nicola.laverick@northeastca.gov.uk Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk	Public
OS 3 (c) Corporate Issue	20 December 2018	Non-Key	Overview and Scrutiny Committee	Governance Changes and Overview and Scrutiny arrangements Report for information to the Committee outlining the recent governance changes and exploring Overview and Scrutiny arrangements.	None	Nicola Laverick Policy and Scrutiny Officer 07342069369 nicola.laverick@northeastca.gov.uk Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk	Public
Economic Development and Regeneration Advisory Board (EDRAB)							

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
ED 1 (a) Economic Development and Regeneration	29 January 2019 (Standing Item)	Non-Key	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 Development and Regeneration theme. The update will include progress on the development of the regional Inward Investment function and Regional Investment Plan.	North East Strategic Economic Plan - More and Better Jobs	Sarah McMillan Corporate Lead Economic Strategy and Skills 0191 424 7948 sarah.mcmillan@sothtyneside.gov.uk	Public
North East Joint Transport Committees							
North East Joint Transport Committee (JTC)							
JTC 2 (a)	18 December 2018	Key	JTC	Appointment to Transport for the North's Rail North Committee The Joint Transport Committee are asked to agree the nomination of one Member and one Substitute Member for the Rail North Committee.	None	Peter Judge Monitoring Officer 07342 069 371 Peter.judge@north-eastca.gov.uk	Public
NEW JTC 2 (b)	18 December 2018	Non-Key	JTC	Joint Transport Committee Standing Orders and Delegations The purpose of this report is to confirm to Members that the Joint Transport Committee's Standing Orders presented to the Committee at its meeting on the 20 November 2018 have been approved by both the North of Tyne Combined Authority (NTCA) and the North East	None	Peter Judge Monitoring Officer 07342 069 371 Peter.judge@north-eastca.gov.uk	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
				Combined Authority (NECA) and accordingly formed the Standing Orders. Subsequently, additional functions have been delegated by the Combined Authorities to the Joint Transport Committee.			
NEW JTC 2 (c)	18 December 2018	Key	JTC	<p>Appointment of the Chair and Vice Chair for the Joint Transport Committee, Tyne and Wear Sub Committee and appointment process of the Independent Chair(s) and Vice Chair(s) for the Audit Committee and the Overview and Scrutiny Committee.</p> <p>This report seeks agreement to the appointment of the Chair and Vice Chair for the Tyne and Wear Sub Committee for the Municipal Year 2018/19.</p> <p>It also invites members to comment on the appointment process for the Independent Chair and Vice Chair of the Joint Transport Committee, Overview and Scrutiny Committee and the Joint Transport Committee, Audit Committee.</p>	None	Peter Judge Monitoring Officer 07342 069 371 Peter.judge@north-eastca.gov.uk	Public
NEW JTC 2 (d)	18 December 2018	Non-Key	JTC	<p>Transforming Cities Fund Tranche 1 Update</p> <p>Members are asked to note the update in regards to the Transforming Cities Fund and to enable NECA to enact the delegated authority for Head of Paid</p>	NECA EOI submission https://northeastca.gov.uk/what-we-do/transport/	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nexus.org.uk	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
				Service to grant approval to submit the application for Tranche 1 (2018/19).			
North East Joint Transport Committee Tyne and Wear Sub-Committee (TWSC)							
JTC TW 1 (a)	30 November 2018	Key	TWSC	Revision to Metro Fares and Ferry Fares 2019 The report seeks approval for proposed changes to Metro and Ferry fares for 2019.	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	Public
North East Joint Transport Committee Overview and Scrutiny Committee (JTC Overview and Scrutiny Committee)							
JTC OS 1 (a)	20 December 2018	Non-Key	JTC Overview and Scrutiny Committee	Budget Proposals 2019/20 Report outlining the budget proposals and timetable for the Joint Transport Committee's budget and transport levy, for consultation with the Joint Transport Committee's Overview and Scrutiny Committee.	None	Nicola Laverick Policy and Scrutiny Officer 07342 069 369 nicola.laverick@northeastca.gov.uk Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk	Public
NEW JTC OS 1 (b)	20 December 2018	Non-Key	JTC Overview and Scrutiny Committee	Governance Changes and Overview and Scrutiny arrangements Report for information to the Committee outlining the recent governance.	None	Nicola Laverick Policy and Scrutiny Officer 07342069369	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
				changes and exploring Overview and Scrutiny arrangements.		nicola.laverick@northeastca.gov.uk Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk	
NEW JTC OS 1 (c)	20 December 2018 (Standing Item)	Non-Key	JTC Overview and Scrutiny Committee	North East Joint Transport Committee Forward Plan and Scrutiny Work Programme To receive the latest version of the Forward Plan and annual work programme.	Held by the Contact Officer	Nicola Laverick Policy and Scrutiny Officer 07342069369 nicola.laverick@northeastca.gov.uk	Public
North East Joint Transport Committee Audit Committee (JTC Audit Committee)							
JTC AC 1 (a)	19 December 2018	Non-Key	JTC Audit Committee	Budget Proposals 2019/20 Report outlining the budget proposals and timetable for the Joint Transport Committee's budget and transport levy, for consultation with the Joint Transport Committee's Audit Committee	None	Eleanor Goodman Principal Accountant 0191 277 7518 eleanor.goodman@northeastca.gov.uk	Public
NEW JTC AC 1 (b)	19 December 2018	Non-Key	JTC Audit Committee	Internal Audit Progress Report The report is for Member's information.	NECA Internal Audit Plan	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
NEW JTC AC 1 (c)	19 December 2018	Non-Key	JTC Audit Committee	Strategic Risk Register The report is for Member's information.	NECA Strategic Risk Register	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk	Public
Officer Delegated Decisions							
DD 94 Transport and Digital Connectivity	15 November 2018	Non-Key	Head of Paid Service	Sunderland Electric Vehicle Filling Station- Minor Variation to the Electric Vehicle Charging Units. The Head of Paid Service in consultation with the Monitoring Officer and Chief Finance Officer is recommended to approve an additional payment of £32,100 in order to install two 175kW chargers which would replace two of the 50kW chargers.	Minute number 13 Delegated decisions: a)"Smarter Travel, Smarter Cities" proposed European Regional Development Fund bid and b) Go Ultra Low North East programme. North East Leadership Board- 19th June 2018	Kim Farrage Senior Specialist Transport Planner 0191 2778971 Kim.farrage@north-eastca.gov.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD 95 Economic Development and Regeneration	9 November 2018	Non-Key	Monitoring Officer	Incubator Support Fund: Innovation Zone To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the Incubator Support Fund application relating to the Innovation Zone	Confidential LEP Delegated Decision report Confidential project business case and supporting documents	Ben McLaughlin Programme Support Officer 0191 3387446 ben.mclaughlin@nlelep.co.uk	Private – the report will contain “exempt” information which falls within

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
					Confidential project appraisal report		paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD 96 Economic Development and Regeneration	7 December 2018	Key	Head of Paid Service in consultation with the Monitoring Officer and Chief Finance Officer	Port of Tyne - Tyne Dock Enterprise Zone preparatory work Decision to award up to £250,000 to the Port of Tyne to undertake feasibility and preparatory works on the Tyne Dock Enterprise Zone site as part of the delegated decision scheme established on the 21 st March 2017.	Information on the Enterprise Zone sites can be found at https://www.nelep.co.uk/funding/enterprise-zones/	James Davies Programme Manager 0191 338 7430 James.davies@nelep.co.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD 97 Economic Development and Regeneration	30 November 2018	Non-Key	Monitoring Officer	Incubator Support Fund: Innovation Northumbria Incubator To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the Incubator Support Fund application relating to the Innovation Northumbria Incubator.	<ul style="list-style-type: none"> Confidential LEP Delegated Decision report Confidential project business case and supporting documents Confidential project appraisal report 	Ben McLaughlin Programme Support Officer 0191 3387446 ben.mclaughlin@nelep.co.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
							Government Act 1972)
NEW DD 99 Economic Development and Regeneration	3 December 2018	Non-Key	Monitoring Officer	Innovation Project Development Fund: International Centre for Connected Construction (IC3) To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the Incubator Support Fund application relating to the Innovation Northumbria Incubator.	<ul style="list-style-type: none"> Confidential LEP Delegated Decision report Confidential project business case and supporting documents Confidential project appraisal report 	Ben McLaughlin Programme Support Officer 0191 3387446 ben.mclaughlin@nlelep.co.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
NEW DD 100 Economic Development and Regeneration	5 December 2018	Non-Key	Monitoring Officer	Innovation Project Development Fund: Stephenson Challenge – ROCKET Feasibility and Development Stage project To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the Innovation Project Development Fund application relating to the Stephenson Challenge – ROCKET Feasibility and Development Stage project.	<ul style="list-style-type: none"> Confidential LEP Delegated Decision report Confidential project business case and supporting documents Confidential project appraisal report 	Ben McLaughlin Programme Support Officer 0191 3387446 ben.mclaughlin@nlelep.co.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)