



Forward Plan of Decisions

Published 18 December 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 Items withdrawn since the last publication are referred to as “Withdrawn”, and following that will be removed altogether.**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							
Withdrawn LB 3 (a) Corporate Issue	15 January 2019 (moved to 5 February 2019)	Non-Key	Leadership Board	Designation of Thematic Leads for the Municipal Year 2018/19 Members are invited to designate Thematic Leads for Transport and Digital Connectivity, Employability and Inclusion and Economic Development and Regeneration for the 2018/19 municipal year.	None	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.gov.uk	Public
Withdrawn LB 3 (b) Corporate Issue	15 January 2019 (moved to 5 February 2019)	Key	Leadership Board	Designation of Statutory Officers The NECA Leadership Board are asked to agree the designation of Statutory Officers		Helen Golightly Head of Paid Service 07900 226078 Helen.golightly@nelc.co.uk	Public
Updated LB 4 (a) Corporate Issue	5 February 2019 (moved from 15 January 2019)	Non-Key	Leadership Board	Designation of Thematic Leads for the Municipal Year 2018/19 Members are invited to designate Thematic Leads for Transport and Digital Connectivity, Employability and Inclusion and Economic Development and Regeneration for the 2018/19 municipal year.	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)
Updated LB 4 (b) Corporate Issue	5 February 2019 (moved from 15 January 2019)	Key	Leadership Board	Designation of Statutory Officers The NECA Leadership Board are asked to agree the designation of Statutory Officers		Helen Golightly Head of Paid Service 07900 226078 Helen.golightly@nelc.co.uk	Public
Audit and Standards Committee							
AS 4 (a) Corporate Issue	2 April 2019 (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 4 (b) Corporate Issue	2 April 2019 (Standing Item)	Non-Key	Audit and Standards Committee	External Audit Progress Update 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 jim.dafter@mazars.co.uk Eleanor Goodman Principal Accountant 0191 277 7518 eleanor.goodman@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)
AS 4 (c) Corporate Issue	2 April 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
Audit and Standards Sub-Committee							
There are no meetings currently scheduled							
Overview and Scrutiny Committee							
OS 3 (a) Corporate Issue	20 December 2018 (Standing Item)	Non-Key	Overview and Scrutiny Committee	NECA 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
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

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)
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)							
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@southtyneside.gov.uk	Public
North East Joint Transport Committees							
North East Joint Transport Committee (JTC)							

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)
JTC 2 (a)	18 December 2018	Key	JTC	<p>Appointment to Transport for the North's Rail North Committee</p> <p>The Joint Transport Committee are asked to agree the nomination of one Member and one Substitute Member for the Rail North Committee.</p>	None	Peter Judge Monitoring Officer 07342 069 371 Peter.judge@north-eastca.gov.uk	Public
JTC 2 (b)	18 December 2018	Non-Key	JTC	<p>Joint Transport Committee Standing Orders and Delegations</p> <p>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 Combined Authority (NECA) and accordingly formed the Standing Orders. Subsequently, additional functions have been delegated by the Combined Authorities to the Joint Transport Committee.</p>	None	Peter Judge Monitoring Officer 07342 069 371 Peter.judge@north-eastca.gov.uk	Public
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>	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)
				<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>			
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 Service to grant approval to submit the application for Tranche 1 (2018/19).</p>	<p>NECA EOI submission https://northeastca.gov.uk/what-we-do/transport/</p>	<p>Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nexus.org.uk</p>	Public
JTC 2 (e)	18 December 2018	Non-Key	JTC	<p>Regional Transport Update</p> <p>Members are asked to note the contents of the report, detailing an update on the latest transport issues in the region.</p>	None	<p>Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nexus.org.uk</p>	Public
JTC 2 (f)	18 December 2018	Non-Key	JTC	<p>Office of Low Emission's Ultra Low Emission Taxi Infrastructure scheme</p> <p>A paper for information on the regional bid to the Office of Low Emission's Ultra</p>	OLEV Bid together with Appendices	<p>Tobyn Hughes Managing Director Transport Operations (0191) 2033246</p>	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)
				Low Emission Taxi Infrastructure scheme		tobyn.hughes@nex.us.org.uk	
North East Joint Transport Committee Tyne and Wear Sub-Committee (TWSC)							
Updated JTC TW 3 (a)	31 January 2019	Key	TWSC	Nexus Corporate Business Plan 2019/20 To seek approval for the Nexus Corporate Business Plan for 2019/20	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	Public
JTC TW 3 (b)	31 January 2019 (Standing Item)	Non-Key	TWSC	Tyne Tunnels Update To provide members with an update on issues relating to the Tyne Tunnel	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	Public
JTC TW 3 (c)	31 January 2019 (Standing Item)	Non-Key	TWSC	Monitoring Nexus' Performance and Metro Performance Update To provide members with an update on Nexus' corporate performance for 2018/19 including Metro performance.	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	Public
JTC TW 3 (d)	31 January 2019	Non-Key	TWSC	Nexus' Corporate Risks 2018/19 To provide members with an update on the corporate risks identified by Nexus	None	Tobyn Hughes Managing Director Transport	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)			for 2018/19 including any mitigating actions put in place.		Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	
NEW JTC TW 3 (e)	31 January 2019	Non-Key	TWSC	The Future of Metro Rail Grant Nexus is making a bid for the continuation of government grant for capital and revenue purposes through Spending Review 2019. This report will advise the Sub-Committee of contingency plans should future levels of grant funding be reduced.	Nexus Corporate Plan and Budget Preparation 2019-20 – TWSC Report, 21st November 2018.	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	Public
NEW JTC TW 3 (f)	31 January 2019	Non-Key	TWSC	Metro Performance Issues The report will provide Members with an overview of recent issues affecting Metro performance and the mitigating actions put in place by Nexus.	Tackling Metro Performance Issues – TWSC Report, 21st November 2018.	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	Public
NEW JTC TW 3 (g)	31 January 2019	Non-Key	TWSC	Concessionary Travel Reimbursement for 2019/20 and 2020/21 The report provides an update on the Concessionary Travel negotiations between Nexus and the three major bus operators for the financial years 2019/20 and 2020/21.	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nex.us.org.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A

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)
							to the Local Government Act 1972)
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
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 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

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)
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
JTC AC 1 (b)	19 December 2018 (Standing Item)	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
JTC AC 1 (c)	19 December 2018 (Standing Item)	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

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)
JTC AC 1 (d)	19 December 2018	Non-Key	JTC Audit Committee	Joint Transport Committee, Audit Committee & Governance Changes The report is provided for information as an overview regarding governance changes.	Joint Transport Committee, Standing Orders	Peter Judge Monitoring Officer 07342 069 371 peter.judge@northeastca.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@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)
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 Confidential project appraisal report	Ben McLaughlin Programme Support Officer 0191 3387446 ben.mclaughlin@nep.co.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of

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)
							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@nellep.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@nellep.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)
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@nelop.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 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@nelop.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)

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)
DD 101 Transport and Digital Connectivity	18 December 2018	Non-Key	Head of Paid Service, in consultation with the Monitoring Officer and Chief Finance Officer	Approval of Office of Low Emission's Ultra Low Emission Taxi Infrastructure scheme A delegated decision to approve the regional bid to the Office for Low Emission Taxi Infrastructure scheme.	OLEV Bid together with Appendices	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nexus.org.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 102 Transport and Digital Connectivity	21 December 2018	Non-Key	Head of Paid Service	Transforming Cities Fund Approval is requested for the Head of Paid Service, in consultation with the Chief Finance Officer and the Monitoring Officer, to sign-off and approve submission of the regional Transforming Cities Fund bid, due for submission on 4 th January 2019	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 tobyn.hughes@nexus.org.uk	Public
NEW DD 103 Transport and Digital Connectivity	11 January 2019	Non-Key	Head of Paid Service	Go Ultra Low Project- Approval to Contract award for Construction of five electric vehicle rapid hubs. To seek agreement from the Head of Paid Service in consultation with Head of Monitoring and Chief Finance officer to approve a contract award to the successful tenderer to construct five electric vehicle rapid hubs within the region.	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- 19 th 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

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)
							schedule 12A to the Local Government Act 1972)