

**Forward Plan of Decisions**

**Published 21 May 2019 \***

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

1. Giving 28 days’ notice of key decisions that are planned to be taken by the NECA, its Boards, Committees or Chief Officers
2. 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

Included within the Forward Plan are decisions that are to be made by:

* [NECA Committees](#NECACommittees)
* [North East Joint Transport Committees](#NorthEastJointTransportCommittees)
* [Officers under delegation (Delegated Decisions)](#OfficerDelegatedDecisions)

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 Items withdrawn since the last publication are referred to as “Withdrawn” and following that will be removed altogether.**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

**NECA Committees**

| **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)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Leadership Board** | | | | | | | | |
| LB 1 (a)  Corporate Issue | 4 June 2019 | Non-Key | Leadership Board | **NECA Finance Update – Summary of 2018/19 Outturn**  The NECA Leadership Board are asked to note the Outturn position for 2018/19. | None | | Paul Woods  Lead Financial Consultant 07446936840  Paul.woods@northeastca.gov.uk | Public |
| LB 1 (b)  Corporate Issue | 4 June 2019 | Key | Leadership Board | **Programme of Committee meetings Municipal Year 2019/20**  The Leadership Board are asked to agree the programme of Committee meetings for the Municipal Year 2019/20 starting from the Annual meeting of the NECA Leadership Board. | None | | Mike Harding Monitoring Officer 0191 4247009 [mike.harding@southtyneside.gov.uk](mailto:mike.harding@southtyneside.gov.uk) | Public |
| LB 1 (c)  Chairs Portfolio | 4 June 2019 | Non-Key | Leadership Board | **Thematic Lead Portfolio Update from the Chair**  This report will update NECA Leadership Board on the Chairs Thematic Lead Portfolio – for information and comment. | None | | George Mansbridge  Acting Corporate Director of Economic Regeneration 0191 4247969  [George.mansbridge@southtyneside.gov.uk](mailto:George.mansbridge@southtyneside.gov.uk) | Public |
| LB 1 (d)  Corporate Issue | 4 June 2019 | Key | Leadership Board | **Adoption of a Revised Constitution (including designation of a new principal office for the service of legal documents)**  The NECA Leadership Board are asked to agree to the adoption of a new NECA Constitution. | None | | Mike Harding Monitoring Officer 0191 4247009 [mike.harding@southtyneside.gov.uk](mailto:mike.harding@southtyneside.gov.uk) | Public |
| LB 1 (e)  Economic Development and Digital | 4 June 2019 | Non-Key | Leadership Board | **Economic Development and Digital Thematic Lead Portfolio Update Report**  This report will update the NECA Leadership Board on the Economic Development and Digital Thematic Lead Portfolio – for information and comment. | None. | | Vince Taylor Assistant Director of Economic Policy, Sunderland City Council  0191 5611722  [Vince.taylor@sunderland.gov.uk](mailto:Vince.taylor@sunderland.gov.uk) | Public |
| LB 1 (f)  Finance and Skills and Employment | 4 June 2019 | Non-Key | Leadership Board | **Finance and Skills and Employment Thematic Lead Portfolio Update Report**  This report will update the NECA Leadership Board on the Finance and Skills and Employment Thematic Lead Portfolio – For Information and Comment. | None | | Ian Thompson  Corporate Director, Durham County Council  [Ian\_thompson@durham.gov.uk](mailto:Ian_thompson@durham.gov.uk) | Public |
| LB 1 (g)  Transport | 4 June 2019 | Non-Key | Leadership Board | **Transport Thematic Lead Portfolio Update Report**  This report will update NECA Leadership Board on the Transport Thematic Lead Portfolio – for information and comment. | None | | Andrew J Marshall  [Andrew.marshall@gateshead.gov.uk](mailto:Andrew.marshall@gateshead.gov.uk) | Public |
| LB 1 (h)  Corporate Issue | 4 June 2019 | Key | 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**  The Leadership Board is requested to make the appropriate required appointments for 2019/20 Municipal Year. | None | | Mike Harding Monitoring Officer 0191 4247009 [mike.harding@southtyneside.gov.uk](mailto:mike.harding@southtyneside.gov.uk) | Public |
| LB 1 (i)  Corporate Issue | 4 June 2019 | Key | Leadership Board | **Membership of the Leadership Board**  Members are requested to make the appropriate required appointments to the Leadership Board. | None | | Mike Harding Monitoring Officer 0191 4247009 [mike.harding@southtyneside.gov.uk](mailto:mike.harding@southtyneside.gov.uk) | Public |
| **Audit and Standards Sub-Committee** | | | | | | | | |
| There are no meetings currently scheduled | | | | | | | | |
| **Audit and Standards Committee** | | | | | | | | |
| There are no items currently scheduled – next meeting July 2019 – exact date to be confirmed | | | | | | | | |
| **Overview and Scrutiny Committee** | | | | | | | | |
| OS 1 (a) | July 2019 (exact date to be confirmed)  (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 | Lizzie Lunn Policy and Scrutiny Officer 07342069369 [elizabeth.lunn@northeastca.gov.uk](mailto:elizabeth.lunn@northeastca.gov.uk) | Public |
| **Economic Development and Regeneration Advisory Board (EDRAB)** | | | | | | | | |
| There are no items currently scheduled – next meeting July 2019 – exact date to be confirmed | | | | | | | | |

**North East Joint Transport Committees**

| **Reference Number** | **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)** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **North East Joint Transport Committee (JTC)** | | | | | | | |
| JTC 1 (a) | 18 June 2019 – Annual Meeting  (Standing Item) | Non-Key | North East Joint Transport Committee | **Regional Transport Update**  Members are asked to note the contents of the report, detailing an update on the latest transport issues in the region. | None | Tobyn Hughes Managing Director Transport North East (0191) 2033246 [tobyn.hughes@nexus.org.uk](mailto:tobyn.hughes@nexus.org.uk) | Public |
| JTC 1(b) | 18 June 2019 -Annual Meeting | Non-Key | North East Joint Transport Committee | **Capital Programme 2018/19 Outturn**  To provide the Joint Transport Committee with the outturn position for the Capital Programme for 2018/19. | None | John Hewitt  Chief Finance Officer  [John.hewitt@durham.gov.uk](mailto:John.hewitt@durham.gov.uk)  03000261943  Eleanor Goodman  Principal Accountant  [Eleanor.goodman@northeastca.gov.uk](mailto:Eleanor.goodman@northeastca.gov.uk)  0191 2777518 | Public |
| JTC 1(c) | 18 June 2019 -Annual Meeting | Non-Key | North East Joint Transport Committee | **Revenue Budget 2018/19 Outturn**  To provide the Joint Transport Committee with the outturn position for the revenue budget for 2018/19. | None | John Hewitt  Chief Finance Officer  [John.hewitt@durham.gov.uk](mailto:John.hewitt@durham.gov.uk)  03000261943  Eleanor Goodman  Principal Accountant  [Eleanor.goodman@northeastca.gov.uk](mailto:Eleanor.goodman@northeastca.gov.uk)  0191 2777518 | Public |
| JTC 1(d) | 18 June 2019 -Annual Meeting | Key | North East Joint Transport Committee | **Transforming Cities Fund – Tranche 2 Bid**  To approve submission of the draft bid for our Tranche 2 TCF programme to the Department for Transport, as a basis for further discussions between June and the final submission deadline on 25 November 2019. | The guidance made available by DfT to guide city regions bidding for TCF Tranche 2 funding is here - <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/786857/transforming-cities-tranche-2-applications.pdf> | Tobyn Hughes  Managing Director, Transport North East  0191 203 3246, tobyn.hughes@nexus.org.uk | Public |
| JTC (e) | 18 June 2019 -Annual Meeting | Non-Key | North East Joint Transport Committee | **Aviation 2050 Consultation Response**  JTC are requested to approve the JTC response to the draft Aviation Strategy 2050 consultation and grant permission for the response to be submitted. The consultation closes on 20 June 2019. | The Government’s draft Aviation Strategy 2050 can be found at:  <https://www.gov.uk/government/consultations/aviation-2050-the-future-of-uk-aviation> | Rachelle Forsyth-Ward, Strategic Transport Advisor  0191 2116445  rachelle.forsyth-ward@northeastca.gov.uk |  |
| JTC (f) | 18 June 2019 -Annual Meeting | Non-Key | North East Joint Transport Committee | **Nexus Fleet Replacement Programme - Procurement Update**  To provide the Joint Transport Committee with an update on the procurement phase of the Nexus Fleet Replacement Programme. | North East Combined Authority paper dated 19th April 2018 and Leadership Board presentation held on 4th September 2018.  NELB - 16th January 2018 Metro Futures and New Fleet Procurement Update  NELB – 30th November 2017 Metro Future Fleet Procurement Update  TNEC - 13th July 2017, Metro Futures update and Fleet Procurement Strategy – detailing the Fleet Specification and Depot strategy  TNEC - 20th April 2017, Metro Fleet specification update (included the summary document of market research as annex).  TNEC - 9th February 2017, Summary of market research and consultation for new fleet of Metrocar design. | Tobyn Hughes Managing Director, Nexus  E-mail tobyn.hughes@nexus.org.uk  Tel: 0191 203 3246 | Private  Not for publication by virtue of paragraph(s) 3 & 5 of Part 1 of Schedule 12A of the Local Government Act 1972, Information relating to the financial or business affairs of any particular person (including the authority holding that information) and Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. |
| JTC (g) | 18 June 2019 – Annual Meeting | Non-Key | North East Joint Transport Committee | **Discharge of Transport Functions by Durham County Council**  The Committee is asked to note this report is for information | The North East Combined Authority Constitution  The North East Combined Authority Deed of Operation dated the 29th April 2014  The North East Combined Authority Deed of Cooperation 4th July 2018 | Adrian J White, Head of Transport and Contract Services, Durham County Council, adrian.white@durham.gov.uk, Tel: 03000 267455 | Public |
| JTC (h) | 18 June 2019 – Annual Meeting | Key | North East Joint Transport Committee | **Appointment of Joint Transport Committee (JTC), Tyne and Wear Sub Committee; JTC Overview and Scrutiny Committee and JTC Audit Committee, including the Appointment of Chairs and Vice Chairs and Appointments to Outside Bodies for the Municipal Year 2019/20**  The North East Joint Transport Committee is requested to make the appropriate required appointments for 2019/20 Municipal Year | None | Mike Harding Monitoring Officer 0191 4247009 [mike.harding@southtyneside.gov.uk](mailto:mike.harding@southtyneside.gov.uk) |  |
| JTC (i) | 18 June 2019 – Annual Meeting | Key | North East Joint Transport Committee | **Membership of the North East Joint Transport Committee and Appointment of its Chair and Vice-Chair for the Municipal Year 2019/20**  The purpose of this report is to invite the North East Joint Transport Committee (JTC) to confirm its membership for the municipal year 2018/19 and appoint its Chair and Vice-Chair for the same municipal year |  | Mike Harding Monitoring Officer 0191 4247009 [mike.harding@southtyneside.gov.uk](mailto:mike.harding@southtyneside.gov.uk) | Public |
| JTC (j) | 18 June – Annual Meeting | Key | North East Joint Transport Committee | **Programme of Committee Meetings for 2019/20 Municipal Year**  The JTC is requested to agree a programme of committee meetings for the 2019-20 Municipal Year |  | Mike Harding Monitoring Officer 0191 4247009 [mike.harding@southtyneside.gov.uk](mailto:mike.harding@southtyneside.gov.uk) | Public |
| **North East Joint Transport Committee Tyne and Wear Sub-Committee (TWSC)** | | | | | | | |
| There are no items currently scheduled | | | | | | | |
| **North East Joint Transport Committee Overview and Scrutiny Committee (JTC Overview and Scrutiny Committee)** | | | | | | | |
| JTC OS 1 (a) | July 2019 (exact date to be confirmed)  (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 | Lizzie Lunn Policy and Scrutiny Officer 07342069369 [elizabeth.lunn@northeastca.gov.uk](mailto:elizabeth.lunn@northeastca.gov.uk) | Public |
| **North East Joint Transport Committee Audit Committee (JTC Audit Committee)** | | | | | | | |
| There are no items currently scheduled | | | | | | | |

**Officer Delegated Decisions**

| **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 111  Economic Development and Regeneration | 15 March 2019  (Expires 14 May 2019) | Non-Key | Monitoring Officer | **Incubator Support Fund: Woods II 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 Woods II Incubator project. | Confidential LEP Technical Officer Group report  Confidential LEP Investment Board report  Confidential project business case and supporting documents  Confidential project appraisal report | Ben McLaughlin Programme Support Officer 0191 3387446 [ben.mclaughlin@nelep.co.uk](mailto: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) |