



Forward Plan of Decisions

21 September 2020*

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

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

- [NECA Committees](#)
- [North East Joint Transport Committees](#)
- [Officers under delegation \(Delegated Decisions\)](#)

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 Items withdrawn since the last publication are referred to as “Withdrawn” and following that will be removed altogether.**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 2 (a) Corporate Issue	14 September 2020	Non-key	Leadership Board	Governance Arrangements To consider and approve changes to the Membership of Joint Transport Committee.		Nicola Robason Deputy Monitoring Officer Nicola.robason@southtyneside.gov.uk 0191 4247186	Public
LB 2 (b) Corporate Issue NEW	14 September 2020	Non-key	Leadership Board	North East Business and Innovation Growth Fund The report will provide the Leadership Board with an update on the funding application for the North East Business and Innovation Growth Fund.		John Scott Acting Head of Economic Growth, South Tyneside Council John.Scott@southtyneside.gov.uk 0191 519 7204	Public
LB 3 (a) Corporate Issue	3 November 2020	Non-key	Leadership Board	Audit Completion Report 2019/2020 The Leadership Board is recommended to receive the Audit Completion Report of the External Auditor for information.	Statement of Accounts 2019/20 https://northeastca.gov.uk/wp-content/uploads/2020/06/Draft-Statement-of-Accounts-2019-20.pdf	Eleanor Goodman NECA Finance Manager Eleanor.goodman@northeastca.gov.uk	Public
LB 3 (b) Corporate Issue	3 November 2020	Non-key	Leadership Board	Statement of Accounts 2019/2020 The Leadership Board is recommended to approve the Statement of Accounts.	Statement of Accounts 2019/20 https://northeastca.gov.uk/wp-content/uploads/2020/06/Draft-Statement-of-Accounts-2019-20.pdf	Eleanor Goodman NECA Finance Manager Eleanor.goodman@northeastca.gov.uk	Public

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					6/Draft-Statement-of-Accounts-2019-20.pdf		
LB 3 (c) Corporate Issue	3 November 2020	Non-key	Leadership Board	NECA Budget 2021/22 This report is for information.	Budget 2020/21 https://northeastca.gov.uk/wp-content/uploads/2020/01/Leadership-Board-4-February-2020-Public-Agenda-Pack.pdf	Eleanor Goodman NECA Finance Manager Eleanor.goodman@northeastca.gov.uk	Public
Audit and Standards Sub-Committee							
There are no meetings currently scheduled.							
Audit and Standards Committee							
AS 2 (a) Corporate Issue	8 September 2020	Non-key	Audit and Standards Committee	Audit Strategy Memorandum This report provides an update for information on the work of Mazars, the External Auditors to the Combined Authority. This was due to be presented at the July meeting of the Audit and Standards Committee which was cancelled.	Statement of Accounts 2019/20 https://northeastca.gov.uk/wp-content/uploads/2020/06/Draft-Statement-of-Accounts-2019-20.pdf	Eleanor Goodman NECA Finance Manager, Eleanor.goodman@northeastca.gov.uk	Public
AS 2 (b) Corporate Issue	8 September 2020	Non-key	Audit and Standards Committee	Internal Audit Annual Report 2019/20 To consider and comment on the Internal Audit Annual Report for 2019/2020.	None	Tracy Davis Senior Manager – Assurance (Sunderland City Council) tracy.davis@sunderland.gov.uk	Public
AS 2 (c)	8 September 2020	Non-key	Audit and Standards Committee	Internal Audit Plan 2020/21	None	Tracy Davis Senior Manager – Assurance (Sunderland City Council)	Public

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Corporate Issue				To consider and comment on the Internal Audit Plan for 2020/2021.		tracy.davis@sunderland.gov.uk	
AS 2 (d) Corporate Issue	8 September 2020	Non-key	Audit and Standards Committee	NECA Annual Governance Statement for 2019/20 To consider and comment on the Annual Governance Statement for 2019/2020.	None	Tracy Davis Senior Manager – Assurance (Sunderland City Council) tracy.davis@sunderland.gov.uk	Public
Overview and Scrutiny Committee							
OS 2 (a)	1 October 2020	Non-key	Overview and Scrutiny Committee	Covid-19 Regional Economic Recovery A presentation will provide a summary of the regions approach to the economic strategy for the NELEP and NECA area.	None	Gavin Armstrong NECA Policy and Scrutiny Officer 0782 565 8575 Gavin.armstrong@northeastca.gov.uk	Public
OS 2 (b)	1 October 2020	Non-key	Overview and Scrutiny Committee	NECA Overview and Scrutiny Work Programme To receive updates on items and the latest version of the annual work programme.	None	Gavin Armstrong NECA Policy and Scrutiny Officer 0782 565 8575 Gavin.armstrong@northeastca.gov.uk	Public
Economic Development and Digital Advisory Board (EDDAB)							
The next meeting is scheduled to be held 24 November 2020.							

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 4 (a)	20 October 2020	Non-key	Joint Transport Committee	<p>Discharge of Transport Functions by Northumberland County Council</p> <p>The purpose of the report is to advise the committee of how Northumberland County Council has discharged the transport functions delegated to it for 2019/20.</p>	None	Stuart McNaughton Strategic Transport Manager stuart.mcnaughton@northumberland.gov.uk	Public
JTC 4 (b)	20 October 2020	Non-key	Joint Transport Committee	<p>Transport Budget 2021/22</p> <p>The report is for information.</p>	2020/21 Budget report https://northeastca.gov.uk/wp-content/uploads/2020/01/JTC-21.1.2020-Public-Agenda-Pack.pdf	Eleanor Goodman, Finance Manager, Eleanor.goodman@northeastca.gov.uk	Public
JTC 4 (c)	20 October 2020	Non-key	Joint Transport Committee	<p>North East Transport Plan: Next Steps</p> <p>The report will present JTC with the next steps for the North East Transport Plan. The report will ask JTC to agree these.</p>	<p>https://northeastca.gov.uk/wp-content/uploads/2019/11/Agenda-Pack-JTC-19.11.19.pdf</p> <p>item agenda 7- North East Transport Plan. North East Joint Transport Committee, 19th November 2019</p>	Rachelle Forsyth-Ward, rachelle.forsythward@transportnortheast.gov.uk	Public

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)
					Item agenda 7- https://northeastca.gov.uk/wp-content/uploads/2020/03/JTC-Public-Agenda-17.3.2020-1.pdf North East Transport Committee, 21 st March 2020		
JTC 4 (d)	20 October 2020	Non-key	Joint Transport Committee	Transport North East – Regional Transport Update The Joint Transport Committee is recommended to note the contents of this report.	None	Tobyn Hughes Tobyn.hughes@nexus.org.uk	Public
JTC 4 (e)	20 October 2020			Connected North East - Our Blueprint The report will seek endorsement from JTC members of the Connected North East Blueprint.	None	Philip Meikle Philip.meikle@transportnortheast.gov.uk	Public
Tyne and Wear Sub-Committee – next meeting scheduled to take place on 5 November 2020							
North East Joint Transport Committee Overview and Scrutiny Committee (JTC Overview and Scrutiny Committee)							
JTC OSC 2 (i)	1 October 2020	Non-key	JTC Overview and Scrutiny Committee	Our Region’s Bus Network This report is for information only.	None	Rachelle Forsyth-Ward, Strategic Transport Advisor,	Public

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						Rachelle.forsyth-ward@northeastca.gov.uk	
JTC OSC 2 (ii) STANDING ITEM	1 October 2020	Non-key	JTC Overview and Scrutiny Committee	Joint Transport Committee Overview and Scrutiny Work Programme To receive the latest version of the annual work programme.	None	Gavin Armstrong Policy and Scrutiny Officer Gavin.armstrong@northeast.ca.gov.uk	Public
JTC OSC 2 (iii)	1 October 2020	Non-key	JTC Overview and Scrutiny Committee	Transport Plan Update The Committee is asked to note the report.	None	Philip Meikle Philip.meikle@nex.us.org.uk	Public
JTC OSC 3 (i)	26 October 2020	Key	JTC Overview and Scrutiny Committee	Budget Proposals The Committee is recommended to examine the initial budget and consultation proposals, and the additional information requested by the JTC, and make any observations or recommendations on these proposals, which will be considered by the JTC at its meeting on 17 November 2020	JTC Transport Budget and Levies 2020/21 - https://northeastca.gov.uk/wp-content/uploads/2020/01/JTC-21.1.2020-Public-Agenda-Pack.pdf	Eleanor Goodman, Eleanor.goodman@northeastca.gov.uk	Public
North East Joint Transport Committee Audit Committee (JTC Audit Committee)							
JTC AC 2 (i)	7 October 2020	Non-key	JTC Audit Committee	Joint Transport Committee Strategic Risk Register	None	Tracy Davis Senior Manager – Assurance	Public

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				To consider and comment on the updated Strategic Risk Register for the Joint Transport Committee		Tracy.davis@sunderland.gov.uk	

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 UPDATED	30 June 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@nep.lep.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)
DD114 Economic Development	9 September 2019	Non- Key	Monitoring Officer	Innovation Project Development Fund	Confidential project business case and supporting documents	Ben McLaughlin Programme Support Officer	Private – the report will contain

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and Regeneration NEW				<p>Centre for UK/Chinese Digital Business Development feasibility project</p> <p>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 Centre for UK/Chinese Digital Business Development feasibility project.</p>	Confidential project appraisal report	0191 3387446 ben.mclaughlin@nelep.co.uk	“exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
Economic Development and Regeneration NEW	20 August 2019	Non- Key		<p>EZ Development Fund: Newcastle Airport Business Park Site A feasibility (Phase 1)</p> <p>To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the EZ Development Fund (LGF) relating to the Newcastle Airport Business Park Site A feasibility (Phase 1) project.</p>	Confidential project business case and supporting documents Confidential project appraisal report	Ben McLaughlin Programme Support Officer 0191 5615446 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 Government Act 1972)