

Forward Plan of Decisions

Published 16 September 2020

The Forward Plan for the North of Tyne Combined Authority (NTCA) is published in accordance with the requirements of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 and the NTCA Constitution and gives 28 clear days' notice* of the key decisions that are planned to be taken by the NTCA, or by a Chief Officer under delegation.

A key decision is defined in the NTCA's Constitution as a decision which is likely to:

- a. result in the Authority or the Mayor incurring significant expenditure, or the making of significant savings, having regard to the Authority's budget for the service or function to which the decision relates; or
- b. to be significant in terms of its effects on persons living or working in an area comprising two or more electoral wards or divisions in the Authority's area.

In relation to private meetings the reason an item is expected to be considered "in private" will be identified in accordance with the following exempt information categories, which are set out in Part 1 of Schedule 12A of the Local Government Act 1972 (as amended):

1. Information relating to an individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including to authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority
5. Information in respect of which a claim to legal and professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

Contact details

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.

Ref.	Decision is expected to be made on the following date (or within 60 days of the date)	Decision type	Public or Private	Details of the decision to be taken	Documents / additional documents for consideration	Decision-maker	Contact officer
Cabinet							
Cab 13 (a) (standing item)	29 September 2020	Key	Public	Investment Fund Update and Funding Approvals This report will provide an update on progress with the NTCA Investment Fund, including any requests for project funding.	Report	Cabinet	Rob Hamilton Chief Economist rob.hamilton@northoftyne-ca.gov.uk
Cab 13 (b)	29 September 2020	Key	Public	Brownfield Housing Fund This report will provide an update on the Brownfield Housing Fund including approval of the process for agreeing the North of Tyne Brownfield Housing Programme.	Report	Cabinet	Callum Smith Policy & Economy Advisor 07813 767 249 Callum.Smith@northoftyne-ca.gov.uk
Cab 13 (c)	29 September 2020	Key	Public	Inclusive Economy Innovation Fund This report will provide an update on progress with the development of an Inclusive Economy Innovation Fund. This will include recommending that Cabinet authorise the Head of Paid Service, in consultation with the Cabinet Portfolio Holder, to finalise next steps in taking forward the Fund, including approving a supporting Prospectus.	Report Background Papers: <ul style="list-style-type: none"> • Employability and Inclusion Portfolio Update, Report to Cabinet, October 2019. • Inclusive Economy Innovation Fund Presentation, August 2020. 	Cabinet	Leigh Mills Head of Skills and Economic Inclusion 0191 277 7567 leigh.mills@northoftyne-ca.gov.uk
Cab 13 (d)	29 September 2020	Non-key	Public	Portfolio Update: Business Competitiveness This report will provide an update on progress (including work, activities and achievements) within the Business Competitiveness portfolio area of the North of Tyne Combined Authority.	Report	Cabinet	Henry Kippin Director of Economic Growth henry.kippin@northoftyne-ca.gov.uk
Cab 13 (e)	29 September 2020	Non-key	Public	Constitution Update This report will seek approval of various amendments to NTCA's Constitution.	Report	Cabinet	John Softly Monitoring Officer John.Softly@northoftyne-ca.gov.uk
Cab 13 (f) New	29 September 2020	Key	Private*	Adult Education Budget Devolution	Report;	Cabinet	Leigh Mills Head of Inclusive Growth

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	(Notice of General Exception applies).			<p>The purpose of the report is to outline the performance management arrangements related to the devolved Adult Education Budget and to seek approval for a recommended approach to allocating 'in year' AEB funding to both Contract for Services and Grant Providers.</p> <p>The Cabinet is recommended to:</p> <ul style="list-style-type: none"> Note the performance management arrangements in place to monitor the devolved AEB; Authorise the Head of Paid Service, in consultation with the Cabinet Member for Employability and Inclusion to approve 'in year' funding allocations to both Contract for Services and Grant Providers. <p>*Not for publication by virtue of paragraphs 3 and 4 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 relating to any consultations or negotiations, or contemplated consultations or negotiations, with trades unions and/or employees.</p>	<p>AEB Strategic Skills Plan;</p> <p>AEB Delegated Decision Report March 2020;</p> <p>AEB Delegated Decision Report June 2020;</p> <p>AEB Cabinet papers 24th April 2019, 4th June 2019, 30th July 2019, 22nd October 2019 25th February 2020 and July 2020.</p>		<p>07855 100179</p> <p>leigh.mills@northoftyne-ca.gov.uk</p>
Cab 13 (g) New	29 September 2020 (Notice of General Exception applies).	Key	Public	<p>Supporting Young People into Employment – Kickstart and Youth Hubs</p> <p>The purpose of this report is to seek support from Cabinet regarding our approach to the delivery of the Kickstart Scheme and the development of Youth Hubs to support young people access good job opportunities, build their skills and work experience.</p> <p>The Cabinet is recommended to:</p> <ul style="list-style-type: none"> Support the proposed approach to the Kickstart Scheme; 	Report	Cabinet	<p>Leigh Mills Head of Inclusive Growth 07855 100179 leigh.mills@northoftyne-ca.gov.uk</p>

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				<ul style="list-style-type: none"> • Support the development of Youth Hubs in collaboration with NTCAs constituent local authorities, Jobcentre Plus and wider partners; • Allocate up to £500,000 from the Inclusive Economy Innovation Fund budget, subject to full business case, to support the NTCAs role as a Representative/Intermediary body for the Kickstart scheme; • Allocate up to £400,000 from the Inclusive Economy Innovation Fund budget, subject to full business case, to co-invest alongside DWP in a Youth Hub approach as detailed in the report; • Authorise the Head of Paid Service, in consultation with Investment Panel and the Portfolio Holder for Employability and Inclusion to consider business cases for funding in relation to Kickstart and Youth Hubs referenced above and to finalise any funding awards. 			
Cab 13 (h) New	29 September 2020	Non-key	Public	<p>2021-2025 Financial Planning and Budget Process</p> <p>To approve the proposed outline 2021-2025 Financial Planning and Budget Process and key decision milestones.</p>	<p>Report;</p> <p>28 January, 2020 Financial Plan and Budget;</p> <p>25 February Cabinet – Update to the 2020-21 Budget reflecting the implications of the North East LEP Transfer;</p> <p>4 February North East Combined Authority Leadership Capital and Revenue Outturn Report.</p>	Cabinet	<p>Katy Laing Strategic Finance Manager 0191 2116065 Katherine.laing@northoftyne-ca.gov.uk</p>

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Cab 13 (i) New	29 September 2020	Non-key	Part Public/ Part Private*	North East LEP – Funding Decisions Update Cabinet is recommended to note the report which provides information on the work and decisions of the North East LEP. *The report is not exempt from publication but the appendices are exempt from publication by virtue of paragraph 3 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).	Report; and LEP Board agenda papers.	Cabinet	Helen Golightly Chief Executive North East Local Enterprise Partnership (LEP) Helen.golightly@nelep.co.uk
Cab 13 (j) New	29 September 2020	Non-key	Public	Mayors Announcement - Devolution Next Steps Cabinet will receive a presentation outlining the next steps for the NTCA and possible further devolution.	Presentation	Cabinet	Henry Kippin Director of Economic Growth henry.kippin@northoftyne-ca.gov.uk
November 2020							
Cab 14 (a) (standing item)	24 November 2020	Key	Public	Investment Fund Update and Funding Approvals This report will provide an update on progress with the NTCA Investment Fund, including any requests for project funding.	Report	Cabinet	Rob Hamilton Chief Economist rob.hamilton@northoftyne-ca.gov.uk
January 2021							
Cab 15 (a) (standing item)	26 January 2021	Key	Public	Investment Fund Update and Funding Approvals This report will provide an update on progress with the NTCA Investment Fund, including any requests for project funding.	Report	Cabinet	Rob Hamilton Chief Economist rob.hamilton@northoftyne-ca.gov.uk
Key Delegated Decisions by Officers							
DD 3 (NE LEP)	9 September 2020	Key	Private*	NEIF Loan Extension In response to the impact of COVID19, proposed extension of a current North East Investment Fund (NEIF) loan by NTCA in its role as the accountable body to the North East LEP.	Report	Head of Paid Service	Matthew Ebbatson Programme Manager 0191 5615432 Matthew.Ebbatson@nelep.co.uk

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DD 4 (NE LEP)	25 September 2020	Key	Private*	<p>Framework Agreement for the Provision of Peer Network Facilitators – Contract Award</p> <p>To award a Framework agreement valued at £425,000 for the provision of peer network facilitators, as part of the North East LEP business growth peer to peer support project and complete the related contractual documentation.</p> <p>Peer networks are to be managed by the North East LEP Business Growth Hub as instructed by the government to support SMEs as they move into and through the COVID-19 Recovery phase.</p> <p>*Not for publication by virtue of Paragraph 3 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).</p>	Report	Head of Paid Service	Colin Bell Business Growth Director Colin.Bell@nelep.co.uk
DD 5 (NE LEP)	15 October 2020	Key	Private*	<p>Framework Agreement for the provision of Programme and Fund Management services – Contract Award</p> <p>To award a framework agreement for the provision of Programme and Fund Management services for the North East LEP and complete the related contractual documentation.</p> <p>The framework will be in place for period of three years with option to extend for one year. Potential value to be drawn against framework of up to £2.5m. No obligation to award contracts to companies once on the Framework.</p> <p>*Not for publication by virtue of Paragraph 3 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</p>	Report; and North East LEP Board report (23 July 2020 meeting) which includes Board approval to commence the procurement.	Head of Paid Service	Matthew Ebbatson Programme Manager 07833 295 989 Matthew.Ebbatson@nelep.co.uk

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DD 6 (NE LEP)	9 September 2020 (Notice of General Exception applies)	Key	Private*	<p>North East LEP Patent Protection Scheme</p> <p>Endorse the use of up to £300,000 of Local Growth Fund to implement the Patent Protection Scheme; and delegate authority to the North East LEP Chief Executive to approve the individual Grant allocations and Offer Letters relating to the Scheme</p> <p>*Not for publication by virtue of paragraph 3 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).</p>	Report	Head of Paid Service	Claire Prospert Programme Manager 07401575745 Claire.prospert@nelep.co.uk
DD 7 (NTCA) New	22 September 2020 (Notice of General Exception applies)	Key	Private*	<p>Adult Education Budget – Additional Funding</p> <p>In August 2020 additional Adult Education Budget (AEB) funding for 2020/21 has been devolved to the North of Tyne Combined Authority (NTCA) as part of the Department for Education (DfE) COVID-19 Skills recovery package and wider Government plans to protect, support and create jobs and in turn, to boost the economy.</p> <p>The additional AEB funding can be used to:</p> <ul style="list-style-type: none"> provide high value courses to help 18- and 19-year olds who were planning to leave education and may struggle to get a job or apprenticeship; and help increase the number of Department of Work and Pensions (DWP) sector-based work academy placements to provide short bursts of training to get the unemployed back into work. <p>The Head of Paid Service, in consultation with the Portfolio Lead for Employability and Inclusion is recommended to:</p>	Report; AEB Strategic Skills Plan; AEB Delegated Decision Report March 2020; AEB Delegated Decision Report June 2020; AEB Cabinet papers 24th April 2019, 4th June 2019, 30th July 2019, 22nd October 2019 25th February 2020 and July 2020.	Head of Paid Service	Leigh Mills Head of Inclusive Growth 07855 100179 leigh.mills@northoftyne-ca.gov.uk

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				<ul style="list-style-type: none"> • Approve the proposal to utilise the additional AEB funding for the two programmes set out in sections 1.8 to 1.27 of the delegated report. • Approve the proposal to issue additional funding allocations to Grant providers to deliver the programmes as set out in sections 1.28 to 1.45 of the delegated report. <p>*Not for publication by virtue of paragraphs 3 and 4 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 relating to any consultations or negotiations, or contemplated consultations or negotiations, with trades unions and/or employees.</p>			
DD 8 (NTCA) New	22 September 2020 (Notice of General Exception applies)	Key	Public	<p>Kickstart Scheme</p> <p>This report provides an overview of the national Kickstart scheme and an opportunity for NTCA to play a leading role in the shaping of this scheme to ensure we can maximise support to benefit our young people and local organisations.</p> <p>The Head of Paid Service, in consultation with the Portfolio Lead for Employability and Inclusion is recommended to:</p> <ul style="list-style-type: none"> • Approve the decision for NTCA to apply to become a Kickstart Representative; engage with organisations to identify the initial 30 placements required to start off the application process (paragraph 1.7) and then submit the application to DWP. 	Report	Head of Paid Service, in consultation with the Portfolio Lead for Employability and Inclusion	Leigh Mills Head of Inclusive Growth 07855 100179 leigh.mills@northoftyne-ca.gov.uk

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DD 9 (LEP) New	22 October 2020	Key	Private*	<p>North East LEP Project Funding Decisions (October 2020)</p> <p>In its capacity as the accountable body for the North East LEP, legal and financial due diligence approval is requested for decisions expected to be taken by the North East LEP Board on 1 October 2020 and Investment Board on 15 October 2020 to award funding to capital infrastructure and revenue projects using its existing programme budgets.</p> <p>*Not for publication by virtue of paragraph 3 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).</p>	Report	Head of Paid Service	Ray Browning Programme Manager, North East LEP ray.browning@nelep.co.uk

North East Joint Transport Committees

North East Joint Transport Committee (JTC)							
<p>The North East Joint Committee (JTC) is a joint committee of the North East Combined Authority and the North of Tyne Combined Authority.</p> <p>The North East Combined Authority acts as the accountable body for the Joint Transport Committee and its committees.</p> <p>View the latest copy of the Forward Plan / Notice of Key Decisions of JTC and its committees here</p>							