



north east combined authority

## North East Leadership Board

Tuesday 14th July 2015 at 2.00 pm

Meeting to be held at Northumberland County Council, County Hall, Morpeth, NE61 2EF

[www.northeastca.gov.uk](http://www.northeastca.gov.uk)

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# AGENDA

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Page No

1. **Apologies for Absence**
2. **Declarations of Interest**

Please remember to declare any personal interest where appropriate both verbally and by recording it on the relevant form (to be handed to the Democratic Services Officer).

Please also remember to leave the meeting where any personal interest requires this.
3. **Minutes of the Previous Meeting** 1 - 6
4. **Updates from Thematic Leads**
  - (a) **Economic Development and Regeneration Theme Update** 7 - 12
  - (b) **Employability and Inclusion** 13 - 28
  - (c) **Transport**

Members are requested to note the intention to circulate the above report on a supplemental agenda in accordance with the provisions of the Local Government (Access to Information) Act 1985
5. **Office for Low Emission Vehicles Go Ultra Low City Scheme Funding Opportunity** 29 - 36

6. **Local Sustainable Transport Fund (LSTF) Capital Package and Delegated Scheme Approval**

Members are requested to note the intention to circulate the above report on a supplemental agenda in accordance with the provisions of the Local Government (Access to Information) Act 1985

7. **Coast Road A1058 - Scheme Approval**

Members are requested to note the intention to circulate the above report on a supplemental agenda in accordance with the provisions of the Local Government (Access to Information) Act 1985

8. **Financial Monitoring Update - Outturn 2014/15**

Members are requested to note the intention to circulate the above report on a supplemental agenda in accordance with the provisions of the Local Government (Access to Information) Act 1985

9. **Date and Time of Next Meeting**

Tuesday, 15 September 2015 at 2pm at Civic Centre, Newcastle upon Tyne.

Contact Officer: Victoria Miller Tel: 0191 211 5118 E-mail: [victoria.miller@newcastle.gov.uk](mailto:victoria.miller@newcastle.gov.uk)

**To All Members**

## North East Combined Authority

### North East Leadership Board

16 June 2015

Meeting held: Sunderland Civic Centre, Burdon Road, Sunderland, SR2 7SN

#### **Present:**

Councillor S Henig (Chair)

Councillors N Forbes, M Henry, I Malcolm and P Watson and Mayor N Redfearn

#### 98 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor G Davey and Mr P Woolston.

#### 99 **MEMBERSHIP OF THE NORTH EAST LEADERSHIP BOARD**

Submitted: A report of the Monitoring Officer (previously circulated and copy attached to Official Minutes).

Members considered the report which invited them to:

- confirm the membership of the North East Leadership Board (the Leadership Board) for the municipal year 2015/16;
- appoint Chair and Vice-Chairs for the municipal year 2015/16;
- re-appoint the Thematic Leads for the municipal year 2015/16 for (a) Economic Development and Regeneration, (b) Employability and Inclusion and (c) Transport; and
- appoint two representatives from the North East Local Enterprise Partnership to the Leadership Board – a Member and a Substitute Member – for the municipal year 2015/16.

#### **RESOLVED** – That:

- I. The membership of the Leadership Board for the municipal year 2015/16 be confirmed as set out in Appendix A;
- II. Councillor Simon Henig be appointed as Chair of the Leadership Board for the municipal year 2015/16;
- III. Councillor Mick Henry and Mayor Norma Redfearn be appointed as Vice-Chairs of the Leadership Board for the municipal year 2015/16;
- IV. Paul Woolston be appointed as the Member of the Leadership Board representing the North East Local Enterprise Partnership;

- V. Gillian Hall be appointed as the Substitute Member of the Leadership Board representing the North East Local Enterprise Partnership; and
- VI. The following Thematic Leads be re-appointed for the municipal year 2015/16:
- Councillor Paul Watson – Economic Development and Regeneration;
  - Councillor Grant Davey – Employability and Inclusion; and
  - Councillor Nick Forbes – Transport.

100 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

101 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 21 April 2015 were approved as a correct record and signed by the Chair.

102 **ANNOUNCEMENTS FROM THE CHAIR AND/OR THE HEAD OF PAID SERVICE**

(a) **Developing a Devolution Prospectus for the North East Combined Authority - update on stakeholder engagement**

Submitted: A report of the Head of Paid Service (previously circulated and copy attached to Official Minutes).

Members considered the report which set out key messages that were emerging from the consultation events with stakeholders on the potential greater devolution of funding, powers and responsibilities.

In introducing the report, the Chair referred to the following points:

- the potentially strong position of the Authority to be successful in securing greater devolution of funding, powers and responsibilities;
- the recent publication of the Draft Cities and Local Government Devolution Bill;
- the inclusiveness of the consultation events which had taken place at all constituent local authorities;
- the feedback from the consultation events, which had shown a clear support from the public and the business sector;
- the size of the North East Combined Authority's area and, following the governments' manifesto offering devolution to cities, the importance of seeking clarification and confirmation on whether an area of this size was included in the offer;
- the importance of the views of the public; and
- the importance on focusing on what was in the best interest for the region.

It was also noted that the consultation had shown that, whilst there was a strong recognition of the proposed priorities, one of the strong messages arising was the need for an overarching vision so that it was clear what the Authority was setting to achieve.

Amongst the matters discussed during the consideration of the report were the following:

- the comprehensive and expensive nature of the consultation which had provided opportunities for all constituent areas to respond;
- the importance of recognition that all proposals had been generated by the Authority and discussed by the Authority;
- the importance of focusing on what was best for the region;
- the importance of inclusion;
- the importance of continuing discussions with the government and avoiding ruling anything in or out at this stage;
- the importance of recognising that there were other models of governance;
- the importance of being mindful about concentrating heavily on the Elected Mayor issue, including by the media;
- the recent nature of the draft Bill;
- the need for a discussion on responsibilities;
- the importance of all constituent local authorities to work jointly on the proposals, avoiding delegations;
- the importance of honesty and openness as part of the process;
- the importance of a truly greater devolution of power, including fiscal and electoral, learning from the examples of Germany and USA. The importance of a legal right to exist long-term for greater long-term stability; and the need for the proposals to be more ambitious, bringing autonomy.
- the great people of the region and the ability to achieve great with the right support and tools from the government;
- the importance for the North to be given a higher priority and recognition;
- the importance of demanding devolution;
- the importance of continued discussions;
- the importance of getting the devolution right;
- the advantages of the structure of the Combined Authority in providing opportunities for the involvement of all seven local authorities;
- the ongoing discussions on several levels about devolution; and
- the importance of public involvement.

**RESOLVED** – That the report be noted.

103 **APPOINTMENT OF COMMITTEES AND AGREEMENT OF MEMBERSHIP, APPOINTMENT OF CHAIRS AND VICE-CHAIRS, APPOINTMENT OF CO-OPTED MEMBERS, APPOINTMENT OF EXTERNAL AUDITORS AND APPOINTMENT OF THE HEAD OF PAID SERVICE**

Submitted: A report of the Monitoring Officer (previously circulated and copy attached to Official Minutes).

Members considered the report which sought their agreement to the continued establishment of the committees and sub-committees of the Authority and appointment of Members and Chairs and Vice-Chairs of those committees. The report also requested the Leadership Board to confirm the appointment of the Independent Members of the Governance Committee and to note the appointment

of the External Auditor of the Authority. It was noted that confirmation would be sought from South Tyneside Council on the Council's nominations for the Transport North East Committee and Transport North East (Tyne and Wear) Sub-Committee.

**RESOLVED – That:**

- I. the continued establishment of the committees and sub-committees for the municipal year 2015/16 as set out in Appendix A be agreed;
  - II. the nominations to each of the committees received from the constituent authorities as set out in Appendix A be accepted;
  - III. Councillor Nick Forbes be appointed as Chair of the Transport North East Committee for the municipal year 2015/16;
  - IV. Councillors Neil Foster and Allan Hepple be appointed as Vice-Chairs of the Transport North East Committee for the municipal year 2015/16;
  - V. The appointment of the third Vice-Chair of the Transport North East Committee from the Tyne and Wear local authorities for the municipal year 2015/16 be delegated to the Transport North East Committee;
  - VI. The appointment of Chair and Vice-Chair of the Transport North East (Tyne and Wear) Sub-Committee for the municipal year 2015/16 be delegated to the Transport North East Committee.
  - VII. Councillor Paul Watson be appointed as Chair of the Economic Development and Regeneration Advisory Board for the municipal year 2015/16;
  - VIII. The appointment of Vice-Chair of the Economic Development and Regeneration Advisory Board for the municipal year 2015/16 be delegated to the Advisory Board;
  - IX. The appointment of Chair and Vice-Chair of the Overview and Scrutiny Committee for the municipal year 2015/16 be delegated to the Overview and Scrutiny Committee;
  - X. Mr Mark Scrimshaw and Mr George John Clark be appointed as Independent Members, and Chair and Vice-Chair respectively, of the Governance Committee for an initial period of three years, with the payment of a fee of £2,000 and £1,000 per annum, respectively, for fulfilling those roles; and
  - XI. the position in relation to the appointment of the External Auditor of the North East Combined Authority (NECA) be noted.
- (a) **Appointment and Designation of a Head of Paid Service for the North East Combined Authority (NECA)**

Submitted: A report of the Monitoring Officer (previously circulated and copy attached to Official Minutes).

Members considered the report which sought their agreement to the appointment and designation of Adam Wilkinson as the Head of Paid Service for the North East Combined Authority (NECA), from 16 June 2015 for a period of 6 to 9 months on a part time basis equivalent to 3 days a week.

Members thanked Jane Robinson for her service.

**RESOLVED** – That:

- I. the appointment of Adam Wilkinson by the North East Combined Authority for a period of 6 to 9 months commencing on 16 June 2015 be agreed; and
- II. Adam Wilkinson be designated as the Head of Paid Service for the North East Combined Authority for the duration of the appointment

#### 104 **REVIEW OF THE CONSTITUTION**

Submitted: A report of the Monitoring Officer (previously circulated and copy attached to Official Minutes).

Members considered the report which sought their approval of the proposed changes to the Authority's Constitution.

**RESOLVED** – That:

- I. The changes to the Constitution of the North East Combined Authority as set out in Appendix 2 of the report be approved; and
- II. Consideration be given to reviewing the position in relation to the appointment of Chair and Vice-Chair of the Transport North East (Tyne and Wear) Sub-Committee.

#### 105 **PROGRAMME OF MEETINGS**

Submitted: A report of the Monitoring Officer (previously circulated and copy attached to Official Minutes).

Members considered the report which sought their agreement to the programme of meetings of the committees and a sub-committee for the municipal year 2015/16.

**RESOLVED** – That the proposed programme of meetings, as set out in Appendix A, be agreed.

#### 106 **DATE AND TIME OF NEXT MEETING**

Tuesday, 14 July 2015 at 2pm, at Northumberland County Council.

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## North East Combined Authority

### Leadership Board

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**DATE:** 14 July 2015

**SUBJECT:** Economic Development and Regeneration Theme Update

**REPORT OF:** Economic Development and Regeneration Thematic Lead

#### **EXECUTIVE SUMMARY**

This report provides an update on activity and progress under the Economic Development and Regeneration theme of the Combined Authority.

#### **RECOMMENDATIONS**

The Leadership Board is recommended to receive this report for information.

# North East Combined Authority

## Leadership Board

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### 1 Executive Summary

- 1.1 This report provides an update on activity and progress under the Economic Development and Regeneration theme of the Combined Authority.

The Leadership Board is recommended to receive the update for information.

### 2.0 Economic Development and Regeneration Advisory Board

- 2.1 The Leadership Board agreed to the establishment of the Advisory Board at its meeting on 21 April 2015. Dates for quarterly meetings in 2015/16 have been set with the first meeting of the Advisory Board to take place on 7 July 2015.
- 2.2 The seven local authorities and the NELEP, NECC, CBI, FSB and TUC have each nominated a representative to sit on the Board, which will be chaired by Cllr Watson.
- 2.3 At its first meeting, the Advisory Board will consider proposals to develop the regional Inward Investment function, receive an update on the development of a Regional Investment Plan and consider a process for making recommendations to the Leadership Board to co-opt further, private sector, non-voting members onto the Advisory Board. It is proposed that any further, co-opted members are reflective of the key sectors within the region that have the potential to attract significant investment, where their specific expertise and market insight will be invaluable.

### 3 Regional Investment Plan

- 3.1 The Leadership Board is aware from previous updates, that preliminary work is being undertaken on the development of a Regional Investment Plan (project pipeline).
- 3.2 In order to be ready for future funding opportunities, which experience has shown can be announced with little prior notice and can often be limited to projects that can start – and sometimes complete – within a short timescale, work has been undertaken to collate the proposed private and public sector projects relating to important employment sites and housing sites across the NECA area.
- 3.3 All seven local authorities are involved in this work which is currently led by Durham CC and will:
- Produce a database of projects relating to economic assets over an approximate 10 year period going forwards that can be further prioritised to inform programmes of projects for NECA/NELEP to

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consider and put forward for relevant bidding rounds.

- Give a clear picture of the extent and potential impact of the suite of proposals currently in development relating to economic assets.
- Produce a spatial narrative that links employment growth to housing development in a coherent way and one that will help inform future transport developments and strengthen the region's case for coordinated and devolved investment.

The next steps are to complete the database of projects and an accompanying spatial narrative, with proposals for the prioritisation of projects to be presented to the Leadership Board in the autumn, when it is anticipated that a future round of Local Growth Fund is likely to be announced.

### 4.0 Inward Investment

4.1 Progress is being made on the development of an enhanced, regional Inward Investment function.

4.2 At the previous meeting of the Leadership Board on 21 April 2015, it was agreed that the seven local authorities would increase their contribution from £10,000 to £20,000 each (total combined funding of £140,000) to develop the existing, regional Inward Investment function and capacity. On 14 May 2015, the NELEP Board agreed to match the NECA's contribution of £140,000 and allocate a further £80,000 to provide for the development of key sector propositions, establishing a total budget of £360,000 for 2015/16.

4.3 As previously discussed by the Leadership Board, the enhanced function for NECA area needs to have the capacity to adequately handle enquiries that are originated by UKTI or other sources, to monitor and oversee collaborative initiatives to promote inward investment, and of key importance, is the ability to promote sector based offers and priorities in order to generate enquiries at the NECA level. Hub and spoke arrangements will then need to be in place between the regional function and individual local authority teams, so that all related activities are cohesive and coordinated.

4.4 In terms of promoting key sectors, the aforementioned sum of £80,000 has been allocated to enable the development of sector propositions to support the targeted promotion of the region where the greatest potential exists. These propositions would provide materials and intelligence to support the attraction of mobile projects and the securing of projects considering the North East as a location. The Leadership Board and NELEP Board have agreed that a small number of sectors should be selected for early development of propositions during 2015/16 that could be used to target mobile investment. Development of propositions for other sectors could then be considered in the light of these.

4.5 Work has therefore been undertaken by the Economic Directors Group, with the input and support of a UKTI employee and the NECA Gateway Manager,

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to identify sectors with the most potential to attract investment to the region. At this point in the work, the following sectors appear to possess good prospects for attracting investment projects to the area (in alphabetical order):

- Automotive
- Creative industries – specifically computer games
- Financial, professional and business services – in particular, Contact Centres and Back and Middle Offices (BMO)
- IT/Software
- Life Sciences
- Offshore Wind
- Oil and Gas
- Rail vehicle manufacture
- Space technologies

4.6 The Leadership Board will receive an update on the completed research and recommendations for the development of a small number of sector propositions - including views and advice from the Economic development and Regeneration Advisory Board – at its next meeting.

4.7 In tandem with the above, a business plan is being developed for the enhanced function which will require increased capacity within the Investment Gateway team.

At this stage, it is envisaged that the team would:

- Act as first point of contact to the region for a range of inward investment enquiries;
- Receive, coordinate, manage and respond to inward investment enquiries;
- Undertake on-going identification of target markets and sectors;
- Undertaken proactive sector proposition marketing – i.e. generating leads, in the first instance with focus on London;
- Coordinate activities of local authority inward investment teams on specific enquiries;
- Undertake proactive engagement with UKTI;
- Work with regional/national initiatives (e.g. Tech North; CORE, NOF Energy, Business sector organisations, educational institutions);
- Work with private sector to secure funds for one-off events (e.g. MIPIM).

To undertake work on this scale, and in line with the budget agreed for the current year, work is underway to recruit to the following posts in the coming months:

- 1 leader/senior project executive
- 1 project executive

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- 1 Admin/enquiry point of contact/web controller/researcher

(all 'full time equivalent' posts).

### **5 Potential Impact on Objectives**

- 5.1 The report sets out issues that will support the Authority in meeting its objectives.

### **6 Finance and Other Resources**

- 6.1 There are no additional financial implications arising directly from this report.

### **7 Legal**

- 7.1 There are no specific legal implications arising from this report.

### **8 Other Considerations**

#### **8.1 Consultation/Community Engagement**

There are no issues arising from this report for consultation.

#### **8.2 Human Rights**

There are no specific human rights implications arising from this report.

#### **8.3 Equalities and Diversity**

There are no specific equalities and diversity implications arising from this report.

#### **8.4 Risk Management**

There are no specific risk implications arising from this report.

#### **8.5 Crime and Disorder**

There are no specific crime and disorder implications arising from this report.

#### **8.6 Environment and Sustainability**

There are no specific environment and sustainability implications arising from this report.

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### 9 Background Documents

9.1 North East Strategic Economic Plan – More and Better Jobs

### 10 Links to Plans in the Policy Framework

10.1 This report links to the Strategic Economic Plan and other plans in the Policy Framework.

### 11 Appendices

11.1 None.

### 12 Contact Officers

13.1 Beverley Poulter, [beverley.poulter@sunderland.gov.uk](mailto:beverley.poulter@sunderland.gov.uk), 0191 561 1150

### 13 Sign off

- Head of Paid Service ✓
- Monitoring Officer ✓
- Chief Finance Officer ✓

## North East Combined Authority

### North East Leadership Board

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REPORT FOR INFORMATION

**DATE:** 14 July 2015

**SUBJECT:** EMPLOYABILITY, INCLUSION AND SKILLS UPDATE

**REPORT OF:** Thematic Lead for Employability and Inclusion

#### 1 Executive Summary

- 1.1 The officer- based Employability, Inclusion and Skills (EIS) Steering Group which supports the thematic lead for Employability and Inclusion has now developed an Operational Plan to steer its work in 2015.
- 1.2 This Operational Plan is essentially founded on three Programme Areas that are derived from the Strategic Economic Plan (SEP):
  - To develop a strategy to tackle worklessness, low skills, and dependency
  - To develop a comprehensive and integrated youth employment strategy
  - To collaborate with NELEP to provide a demand led education and skills system that reflects the needs of employers
- 1.3 Within each Programme Area, a number of strategic initiatives are being developed and/or delivered. This report provides a progress update on these initiatives as appropriate.

#### 2 Recommendations

- 2.1 It is recommended that the Leadership Board note the progress being made in delivering the Employability and Inclusion; and Skills themes of the SEP.

### 3 Labour Market and Employability

#### *Intelligence*

- 3.1 Understanding how the labour market operates – particularly in terms of the supply and demand of jobs and skills – is fundamental to subsequently developing effective interventions that seek to reduce and ultimately remove mismatches and gaps in the system.
- 3.2 Given this, in January, agreement was reached with NELEP to extend the funding of the Labour Market Information (LMI) Portal for the North East (available at: [www.labourmarketnortheast.co.uk](http://www.labourmarketnortheast.co.uk)) until 2017, utilising City Skills Funding. This portal is currently being redesigned to include real time access to Office for National Statistics data sets and to incorporate the vacancy data available through an equivalent Labour Insight Tool. The subsequent data will be available at a NELEP/NECA and Local Authority levels.
- 3.3 In addition a proposal to develop twice yearly LMI Network Events to provide wider stakeholders with LMI presentations and updates has been developed. The events will be designed to recognise and seek to address a need for robust and effective labour market intelligence to inform careers education and information, advice and guidance services for schools, colleges, universities, development of skills and training curriculums and economic analysis to inform a wide range of services, policy making and strategic decision making. The scope to put such an arrangement in place, including the availability of required resources, is to be discussed further with NELEP.

#### *Work Programme Localism*

- 3.4 Following the general election, Ministers within the Department for Work and Pensions (DWP) are now exploring the potential options for taking a more local approach to the delivery of the Work Programme. An announcement is expected in October 2015. In advance of this, civil servants from DWP have been invited to a meeting of the Employability, Inclusion and Skills (EIS) Steering Group to continue the dialogue about the aspirations the Combined Authority has for a more a more localised approach to the future commissioning of the Work Programme – as outlined at the last meeting of the Leadership Board.
- 3.5 A fundamental element of any subsequent localism of the Work Programme would be the effective integration of a range of public services across the Combined Authority. On this basis, a significant part of the proposal is to



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establish Local Integration Boards to facilitate this approach. Given this, a scoping exercise is currently being undertaken to identify appropriate operating models, remit, governance, resource and capacity required to develop and implement a locally integrated approach.

- 3.6 In addition, an initial exploration has been undertaken as to the feasibility of developing an impact or Cost Benefit Analysis of any Work Programme devolution. The findings and implications of this work will be presented to the Leadership Board as the localism proposals are developed.
- 3.7 A draft Communications Plan is also being developed to ensure the effective engagement of stakeholders in the emerging proposals. This will include, for example, consultation with the Welfare to Work sector to learn from providers as to what measures would best contribute to a more effective employment support programme for those furthest removed from the labour market.
- 3.8 Finally, the Combined Authority continues to contribute to the Local Government Association's (LGA) *Realising Talent* process, which provides another mechanism to enter into dialogue with Government as to the future of the Work Programme and other welfare to work programmes and local integration. As part of this the LGA are to develop a proposition paper and facilitate two round table discussion sessions with representatives from cross governmental departments and key local authority representatives. The Combined Authority has been asked to actively participate in this.

### *Work Programme Leavers Pilot*

- 3.9 As detailed at the last meeting of the Leadership Board, DWP Opt-In prospectus (template) was submitted to DWP in May 2015 as part of the North East's emerging European Social Fund (ESF) Programme.
- 3.10 Its purpose is to test a localised approach to supporting Work Programme completers who require more intensive and specialised support to move into employment. Along with the submission, the Combined Authority has requested a more enhanced role in the process to ensure more joint responsibility and local influence in design, commissioning and performance management of the programme. Discussions are ongoing as to the potential reconfiguration of NECA's role in the Opt-in and its scope of influence in the process.
- 3.11 In advance of the tender specification development phase, all local authorities have now signed ethical walls agreements to ensure that strategic

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commissioning is free from any potential conflict of interest within the tendering and contract award stages.

- 3.12 Work is also underway to look at the potential impact of the proposed £6m Opt- In on the ESF wider programme to ensure that funding is still targeted at the key economic priorities identified in the SEP.

### *Mental Health Trailblazer*

- 3.13 Leadership Board received a report in April outlining the rationale for the North East Mental Health Trailblazer and development work to date. The programme will pilot a model of integrating employment support with clinical therapy to support more benefit claimants with mental health conditions into sustainable employment. NECA is the accountable body for the programme with Northumberland County Council carrying out employment and programme management functions on its behalf.
- 3.14 An award of £1.1m through the DCLG Transformation Challenge Award (TCA) included an expectation of 50% match from European Social Fund (ESF) or other local match. £100k TCA has been released for development work. An early ESIF call for mental health support activities was issued in April. An application for £1.1m match was submitted on 22nd May with an expected decision and award in July. The delay in the European programme has impacted the expected programme roll-out date of July. Initial roll-out is now expected to be August or September contingent upon the funding release date.
- 3.15 A multi-agency steering group includes representatives of local authorities, Clinical Commissioning Groups (CCGs), NHS Trusts and DWP. Initial engagement work with mental health therapy providers commissioned by CCGs has been very positive and plans are in place for implementation as funding is secured and released. A service specification will set out an agreement to be put in place with all providers to ensure support adheres to the model and performs effectively against target outcomes and funding requirements. An evaluation methodology to be carried out by the Behavioural Insights Team has been agreed with the steering group.
- 3.16 Leadership Board agreed that the development funding could be spent at risk to appoint an operational manager to carry out development work on an initial three month contract with the expectation to extend to a two year contract on securing the ESF match. Northumberland County Council will act as employer on behalf of NECA and expects to make an appointment by late June.

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Recruitment of other staffing will follow.

### *Universal Services Delivered Locally*

- 3.17 Universal Services Delivered Locally (USDL) is a 12 month pilot programme funded by DWP and managed by Northumberland County Council. It is run in partnership with Northumberland Emergency and Transition Scheme (NETs – the council’s welfare support fund), and South Tyneside Homes in Jarrow and Hebburn. The purpose of the pilot is to test how best to support our communities to transition as smoothly as possible on to Universal Credit when it is rolled out, and to identify barriers that might prevent people in need from accessing welfare benefits that they are rightfully entitled to .
- 3.18 The pilot uses the same triage and diagnostic ‘tool kit’ in both geographic areas to identify the support needs of individuals, but the ‘tool kit’ is used in different ways in each location. In South Tyneside, which is a relatively small and highly urbanised area, a face to face approach is predominantly being applied but in Northumberland where rural accessibility is a significant issue, the trial is telephone based.
- 3.19 The diagnostic ‘tool kit’ identifies whether an individual has support needs in three main areas – digital inclusion, financial inclusion, or emotional resilience, (by which we mean their capacity to cope with life’s ups and downs); and gives them a score of Low, Medium or High need. Those identified as having Low needs are offered self-help materials. Those identified as having medium or high need are referred to a network of ‘trusted partners’ for specialist support. Everyone who has been identified as medium or high support needs has a digital access issue – these include confidence, capacity, capability and access in terms of both kit (laptop, tablet etc) and access to the internet (connectivity).
- 3.20 Learning from the pilot across both areas shows that 50% of participants are in the high/medium support needs categories, suggesting that there will be significant need for support to take up Universal Credit successfully. Of these, most individuals have at least 2 areas of medium or high support needs suggesting that multiple and complex barriers are more prevalent than originally anticipated.
- 3.21 One of the most significant pieces of learning is that the barriers faced by a significant minority of people in accessing Universal Credit are not wholly around digital, financial capacities or emotional resilience in the first instance, but rather around chaotic and unstable life circumstances which have to be

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addressed before digital and financial inclusion issues can be approached.

These 'life circumstances' have included imminent evictions, alcohol and drug issues, child protection issues and multiple and complex debts often with illegal lenders and bailiffs involved, all of which have had to be addressed before we could engage the individual around their digital or financial inclusion needs.

- 3.22 The legacy from the pilot will be a body of learning and evidence that will form the basis of subsequent bids to the European Social Fund (ESF), including through the Big Lottery Opt Ins which are targeted at support the most vulnerable communities across the Combined Authority area on their journey towards employability and economic and social inclusion.

#### **4. Young People**

##### *Youth Strategy*

- 4.1 Work has been initiated to develop a comprehensive Youth Strategy for the North East which is founded on robust evidence and seeks to develop ambitious but attainable outcomes. The age definition for this work is 14 to 25 year olds.
- 4.2 The initial phase of the work has focused on attaining a clear and shared understanding as to the challenges and barriers to increased youth employment, and consensus as to those outcomes that require improvement. A "causal mapping" approach was used to facilitate this and it has helped in identifying the priority issues to be addressed that if improved will have the greatest and broadest impact on performance.
- 4.3 The causal map generated over 90 concepts within a complex web of causal links. Initial analysis of this first iteration has been undertaken and through this central issues/concepts that ought to be prioritised for further exploration have been identified. These include:
- Address lack of availability of IAG in schools
  - Address quality of labour market opportunities for young people
  - Provide improved support for SMEs when employing young people
  - Improve access to experiences of the work place for 18-24 year olds
  - Improve ability of local authority skills and employment leads to influence funded provision of support for young people

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- Improve coordination and alignment of support for young people
- 4.4 Once this analysis is complete, it will be translated into a Statement of Strategic Intent that defines and contextualises aims, priority actions and the rationale for each of the central concepts. It is anticipated that a draft report will be available in July. This will subsequently be further tested and verified at a partnership event. The event will summarise the findings to date, provide an update on current data, test the priorities proposed and examine any additional outcomes and priorities to be achieved.

### *Talentmatch NE*

- 4.5 Talentmatch is a significant programme of approximately £7m allocated to the NE LEP area, managed by the Wise group to test new ways of engaging and supporting 18-24 year olds move towards employment. The target is to assist over 2 500 young people over 5 years to 2018.
- 4.6 The programme is now in phase 3 and is commissioning work in 5 key areas:
- Workforce mentoring
  - Young Entrepreneurial space
  - Work Experience placements
  - Employability Accreditation
  - Subsidised Jobs Fund

### *Generation NE*

- 4.7 Generation NE is now fully operational and has a current caseload of 750 young people, of which 309 have moved into employment, 78 of which have now sustained employment for 6 months or more.
- 4.8 Initial performance within the programme when compared to resource deployed has been strong and the programme is now going through a further expansion in capacity which is due to be completed by August 2015; this will double the front line advisor team working with young people, see an externally commissioned Peer Mentoring Service go live and the recruitment of three Apprentices to support the business facing team in coordinating the programmes response to employer demand.

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- 4.9 A central In-Work Service has been established to test new models of supporting young people in work through Social Media, its aim is to drive efficient and responsive in-work support focussed on progression of young people into better and more secure employment over the medium term.
- 4.10 Work is also being undertaken to increase the rate of referral of young people from Jobcentre Plus, which is essential to ensure additional capacity is utilised fully.

### *Durham Youth Employment Initiative*

- 4.11 The Youth Employment Initiative (YEI) is a targeted programme of support targeted at 11 areas nationally under the new European Programme, to progress 18-24 year olds into employment. It is designed to draw equal levels of Cohesion Fund and ESF with local match provided against the ESF element. The allocation for County Durham is £20.4m, consisting of £7.65m YEI, £7.65m ESF and £5.1m matched funding. The Youth Employment Initiative funding has to be committed in 2015, with spend finishing in 2018.
- 4.12 Within County Durham, an activity group consisting of a broad range of partners (e.g. schools, further education colleges, other learning providers, Jobcentre Plus, County Durham Youth Offending Service, Youth Contract and Work Programme delivery partners, services responsible for vulnerable young people, etc.) has met regularly since autumn 2013 to:
- analyse local needs and opportunities
  - identify best practise and gaps in existing delivery
  - consult extensively with young people and employers
  - consider innovative ideas to address youth unemployment
  - develop the YEI strategic approach
- 4.13 As a result of the activity above, the following strands of activity have been identified:
- (a) Provision of individual guidance and support for young people, over a sustained period, using transition advisers, peer mentors and employment advisers
  - (b) Programmes which specifically help those vulnerable young people with multiple barriers to their progress
  - (c) Creating employment, Apprenticeship and Traineeship opportunities and

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work experience through employer engagement and the provision of one to one recruitment and ongoing mentoring support for employers

- 4.14 Operationally linkages with the Generation NE programme will be incorporated throughout the programme, seeking to significantly extend the reach and scope of GNE penetration across County Durham and including GNE representation within local governance arrangements and exploring common reporting systems.
- 4.15 As no opt- ins were available for the YEI, the DWP bidding round within the ESF Programme ran from 27 March to 22 May, during which time Durham County Council submitted an application as potential lead for a full YEI programme after assembling and assessing its own local delivery partnership. The technical assessment phase is currently ongoing; to be followed by full application submissions later in the summer and an anticipated start in October 2015.

### *Apprenticeship Growth Partnership*

- 4.16 An Apprenticeship Growth Partnership has been formed to bring together partners with an interest in Apprenticeships, to work towards the shared goals of: increasing the take-up and of Apprenticeships by employers and young people; and maximising the contribution that Apprenticeships make to meeting the skills needs of NELEP's key growth sectors.
- 4.17 The Partnership will support the development and deployment of a joint collaborative Apprenticeship Growth Partnership Action Plan which will focus on delivering activities in the four priority areas that were identified as part of the recent Apprenticeship research project; namely:
- A substantial activity programme to improve school engagement in Apprenticeships.
  - A programme of pre-Apprenticeship activity to improve the work-readiness of young people.
  - Information for employers new to Apprenticeships.
  - Enhanced marketing and PR campaigns to support increased take-up and quality.

These priorities will be reviewed regularly ensure that the AGP responds to any changes in Government policy and priorities regarding Apprenticeship.

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4.18 The AGP currently has representation from the following groups or organisations:

- NECA Employment Skills and Inclusion group
- NECA Young People Group
- North East Local Enterprise Partnership – Employment and Skills Board
- North East Local Enterprise Partnership – Business Support Board
- Association of Colleges
- North East Learning Provider Network
- National Careers Service
- Skills Funding Agency/NAS
- Federation of Small Business
- North East Chamber of Commerce
- Generation NE Management team

4.19 The support/co-ordination of the group and activities will be overseen by the Apprenticeship Manager. This will include developing:

- a communication and engagement plan so information can be disseminated about the work of the AGP
- a performance report to monitor progress against targets
- a resource plan to identify what resources are available to support the delivery of the priorities and targets

### *Information, Advice and Guidance (IAG)*

4.20 A Careers Education IAG Champions (CEIAG) pilot was funded by the NELEP in 2014/15 academic year to support schools to improve and upskill their careers guidance teachers. The aim of the programme is to create Careers Education Champions in schools based upon nationally accredited outstanding practice in school CEIAG and employer engagement. In essence the approach seeks to improve the delivery of Careers Education in schools in a way that inspires additional schools to implement a similar approach.

4.21 The pilot has established collaborative teams of CEIAG Champions, consisting of partners from 21 schools, businesses and Local Authority lead



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CEIAG officers. They participate in an accredited training programme which is trialled in their own schools. Each champion aims to achieve the nationally recognised qualification (Level 6 Diploma in Careers Guidance and Development) and their schools are working to achieve a national CEIAG Quality Kite Mark. This involves reaching a satisfactory standard in the following six units:

- Management and Leadership
- Design and Delivery of CEIAG
- Working with Partners
- Information and Communication
- Outcomes for Young People
- Supporting Parents and Carers

4.22 To date the pilot has gone well with schools committing the staff resource and implementing changed delivery models in schools where required. A full evaluation will be carried out shortly.

4.23 In addition, from June 2015, and in partnership with the Gatsby Foundation and support from Schools North East, North East LEP will be piloting the Good Career Guidance benchmark project.

4.24 In 2013, the Gatsby Foundation commissioned Sir John Holman – Emeritus Professor of Chemistry at the University of York, senior education adviser and former Head Teacher – with setting out what career guidance in England would be like if it were good. Through international visits, analysis of good practice in English schools and a comprehensive review of current literature, Sir John developed eight benchmarks that identify different dimensions of good career guidance. Then, by surveying a sample of English schools to see how they measure up against the benchmarks and commissioning PwC to identify the costs of implementing the benchmarks in schools across England, Sir John made ten recommendations on how to improve the career guidance system.

4.24 The eight benchmarks are:

- A stable careers programme
- Learning from career and labour market information
- Addressing the need of each pupil

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- Linking curriculum learning to careers
  - Encounters with employers and employees
  - Experience of workplaces
  - Encounters with further and higher education
  - Personal guidance
- 4.25 The Gatsby Foundation has identified the North East Local Enterprise Partnership area to test the benchmarks in action, providing an opportunity to be leading on the development of practice which will have local impact, national profile and improve the quality of provision and opportunity for young people.
- 4.26 Over two academic years from September 2015, the investment from the Gatsby Foundation will support 14 schools and 2 FE colleges from across the North East LEP area. Sixty organisations have already expressed an interest in participating in the pilot and the selection process will take place over the summer in preparation for the Autumn term. Participants will be able to access a 'Start-up Fund' for the first two years of the project and Gatsby have allocated further funding for an 'Innovation and Activity Fund' for the pilot schools and colleges. Total funding is likely to be over £500,000 over the next two years.
- 4.27 Recruitment for the role of Project Facilitator is underway. A key element of the benchmarks is enabling opportunities for young people to learn direct from employers and experience of workplaces and the Facilitator will provide an effective link between businesses and education.
- 4.28 The pilot aims to ;
- Build capacity within and between the pilot schools to deliver a consistent, comprehensive and high quality career education for all students that meet the standards of the Good Career Guidance benchmarks.
  - Test the impact of the Good Career Guidance benchmark on student outcomes in a diversity of settings over a two years period
  - Identify the problems and barriers to the comprehensive implementation of the Good Career Guidance benchmarks within different schools and localities and identify solutions and opportunities to overcome these issues.
  - Create a sustainable and replicable approach to the implementation that

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can be applied at scale in the region and other areas of England.

- 4.29 The pilot will be fully evaluated and will result in a full report on the pilot, case studies, good practices guides, a lessons-learned toolkit, events and activities to share the evidence and good practice generated.

### 5. Skills

#### *North East Skills Pilot*

- 5.1 Work continues to develop and interrogate the data that will underpin the pilot and the enterprise partnership is in discussion with provider representatives and the Skills funding agency to look at impact in the light of significant budget cuts in the adult skills budget.

There is potential for the learning from this work to inform the skills ask within the devolution agenda and members of the Employment and Skills Board have volunteered to join a small task and finish group with colleagues from the NECA employability Inclusion and Skills Group to develop a more robust approach to local accountability of skills provision and the benefit of a devolved approach.

#### *Education Challenge*

- 5.2 The LEP, working with an alliance of partners have agreed to jointly prepare a business case for the Challenge approach. A strategic development day has been organised for the 9<sup>th</sup> July and the result of this will be a robust proposition for the challenge, encompassing governance arrangements, performance management, delivery and funding. The aims for the day are:
- To consider the 'state of the region' – work in progress and workstreams that have been identified – and the landscape following the general election;
  - Looking at the data, to clarify what interventions and programmes at regional/sub-regional/local authority/school level can secure change (for example, improving leadership; recruitment, retention and development of excellent teachers; relationships with employers; early intervention with families), and who can deliver these and other programmes;
  - To clarify the 'asks' from Government, local authorities, schools, universities, colleges etc.;

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- To secure commitment from key players;
- To help design and develop a proposition for delivering change ('Great North Futures'); and
- To consider how people and resources can be structured round the proposition.

The North East LEP has provided key support for the event and has engaged James Kempton, an expert in the field to undertake the production of the final analysis and report.

### *Skills Capital*

- 5.3 Four projects scheduled for delivery in 2015/16 have now been approved and are delivering to expectation. Two further projects for 2016/17 are preparing their final business cases for appraisal.

### *Enterprise Advisors*

- 5.4 The roll out of the current Enterprise partnership approach to delivering the Enterprise Adviser programme will now take place through the implementation of the Gatsby Pilot and while the Gatsby model will focus on the 16 organisations selected for the pilot, the Enterprise adviser offer will be made available to all secondary schools and colleges. Potentially up to 200 institutions.

At the beginning of June the Careers and Enterprise Company, established under the coalition by Nicky Morgan, wrote to all Local Enterprise partnerships to offer to jointly fund further rollout of enterprise advisers. This provides significant opportunity to align a number of initiatives taking place and the enterprise partnership, CfBT and Representative of the NECA young people's group are developing the existing model to create a more joined up approach. It is anticipated that this model will also be able to draw down ESFI match funding.

The proposal will go to the Employment and Skills Board on the 17<sup>th</sup> July.

## **6 Potential impact on objectives**

- 6.1 The work being taken forward is consistent with the Combined Authority's stated objectives.

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### **7 Finance and other resources**

7.1 Financial plans will be developed and reported to the Board as appropriate.

### **8 Legal**

8.1 The legal implications of the work being taken forward will be considered as delivery progresses.

### **9 Other considerations**

#### **9.1 Consultation/community engagement**

No consultation or community engagement has been undertaken at this developmental stage in the work programme.

#### **9.2 Human rights**

There are no specific issues arising from this report.

#### **9.3 Equalities and diversity**

There are no specific issues arising from this report.

#### **9.4 Risk management**

Appropriate risk management arrangements will be put in place as delivery progresses.

#### **9.5 Crime and disorder**

There are no crime and disorder implications arising from this report.

#### **9.6 Environment and sustainability**

There are no specific issues arising from this report.

### **10 Background documents**

None

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### 11 Links to plans and policy framework

Strategic Economic Plan – More and Better Jobs

### 12 Appendices

None

### 13 Contact Officer

The contact officer for this report is:

Geoff Paul, Director of Planning, Economy and Housing, Northumberland County Council. Email: [geoff.paul@northumberland.gov.uk](mailto:geoff.paul@northumberland.gov.uk)

### 15 Sign off

- Head of Paid Service ✓
- Monitoring Officer ✓
- Section 151 Officer ✓

## North East Combined Authority

### North East Leadership Board

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**DATE:** 14 July 2015

**SUBJECT:** Office for Low Emission Vehicles Go Ultra Low City Scheme  
Funding Opportunity

**REPORT OF:** Chief Executive Officer for Transport

#### **EXECUTIVE SUMMARY**

The purpose of this report is to provide an update on progress with NECA's proposed bid for funding from the Go Ultra Low City Scheme (and associated Go Ultra schemes), and to request delegated authority for submission of the final bid before the deadline (currently 31<sup>st</sup> August).

#### **RECOMMENDATIONS**

The Leadership Board is recommended to provide delegated authority to enable the Head of Paid Service (following consultation with the Chair, Thematic Lead for Transport, Monitoring Officer and Chief Finance Officer) to finalise the bid and then submit it on behalf of the NECA prior to the bid deadline (currently 31<sup>st</sup> August).

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### 1. Background Information

- 1.1 The Office for Low Emission Vehicles (OLEV) Go Ultra Low City Scheme is a £35m capital based funding opportunity open to local authorities in the United Kingdom (including Combined Authorities). It is solely car based and the main objectives are to significantly increase the level of Ultra Low Emission Vehicle (ULEV) uptake and achieve exemplar status across a local area, demonstrating internationally outstanding examples for the adoption of ULEVs.
- 1.2 OLEV are looking to provide funding to support the activities of between two and four of the bids submitted. It was agreed at the Transport North East Committee meeting on 20<sup>th</sup> April 2015 that the NECA would make a final bid for the Go Ultra Low City Scheme and that it considered the proposals likely to be included in this bid to be acceptable in principle. Brief details of the scheme were provided to the Leadership Board in the Transport Thematic Lead's Update Report on 21<sup>st</sup> April. A further update on the bid was provided to the 9<sup>th</sup> July meeting of Transport North East Committee.

### 2. Recent Progress on the Bid

- 2.1 Appendix 1 of this report provides brief details of initiatives included in the draft screening phase document.
- 2.2 The Combined Authority has now set up an officer-based Steering Group to programme manage the final bid submission. This Group is meeting on a fortnightly basis, and is carrying out more detailed work for each of the proposals highlighted in the screening phase bid.
- 2.3 Officers from the Authority also held a teleconference with the Department for Transport and OLEV on 14<sup>th</sup> May to get feedback on the screening stage submission. DfT and OLEV officers advised that they planned to meet with Ministers in June to ensure that the government still wishes to proceed with the initiative – although it was their expectation that it would be continued.
- 2.4 It was anticipated that DfT and OLEV would then invite officers to attend a workshop to discuss the bidding process. Given the delay in meeting with government ministers and hosting a workshop, the submission deadline might be extended until the middle of September or end of September. They will be able to provide more clarity on this after their meeting with government ministers.
- 2.5 They considered that NECA's screening phase submission was a very



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strong bid, creating a credible and deliverable picture, with our desired impacts linking well with our proposed measures, and they were especially interested in the proposed review of bus lanes so they could also be used by ultra-low emission vehicles.

2.6 DfT and OLEV reiterated that the two key considerations in assessing bids would be the anticipated uptake of ultra-low emission vehicles and achieving exemplar status. In the final bid we will need to demonstrate how we will deliver our measures and, in terms of air quality, we should demonstrate what the problems are, where are the affected locations, and what the impact would be on air quality if the measures were and were not implemented.

2.7 Regular meetings are taking place with stakeholders as the bid proposals are taken forward and officers will be able to update the Leadership Board meeting with details of the latest position and any new developments since this report was published.

### 3. Low Emission Bus and Low Emission Taxis schemes

3.1 OLEV has recently released final guidance for a Low Emission Bus (£30m) scheme and a Low Emission Taxis (£20m) scheme. In respect of the taxi scheme a bid was made by NECA on 12<sup>th</sup> June to gain funding for a feasibility study to be carried out by the Energy Savings Trust, which would inform the final submission for this scheme. It is anticipated that any bids submitted in respect of these two opportunities will be linked to the Go Ultra Low City Scheme proposals.

3.2 In respect of the bus scheme, officers from Nexus had a teleconference call with the DfT on 12<sup>th</sup> June to discuss the NECA's proposed method of delivery. DfT found the Quality Contracts Scheme approach for the Tyne and Wear aspects of the bid interesting and advised that the most important thing will be to show that initiatives in the bid are well developed and that it is deliverable within the set timescales.

3.3 The approach for the bid, the role of bus operators, and the proposals within it will be progressed over the coming months. It is anticipated that a report will be taken to the North East Leadership Board meeting on 15<sup>th</sup> September asking for delegated authority for sign off for this bid by the Head of Paid Service.

### 4. Next Steps

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4.1 The next steps are expected to be:

**31<sup>st</sup> August** – Current deadline for final application submissions (this deadline might change based on DfT/OLEV discussions with government ministers).

**Before the end of 2015** – Government to carry out final assessment of bids and advise on the winning bids, based on recommendations from OLEV officers.

There will then be discussions between the OLEV / DfT and the winning applicants so that a Memorandum of Understanding between the relevant parties can be agreed.

### 5. Request for Delegated Decision

5.1 The Leadership Board are requested to authorise the Head of Paid Service to approve submission of the final bid prior to the specified deadline (currently 31<sup>st</sup> August), following consultation with the Chair, Thematic Lead for Transport, Monitoring Officer and Chief Finance Officer.

### 6. Potential Impact on Objectives

6.1 Should the bid submitted be successful and receive support from OLEV and the DfT, this will assist the Combined Authority in delivering its objective to maximise the area's opportunities and potential regarding the use of low carbon vehicles (including electric vehicles).

### 7. Finance and Other Resources

7.1 The financial and other resource implications will be fully assessed and considered by the Chief Finance Officer before the final bid submission. There is no new call on Combined Authority resources for match funding required, although existing complementary initiatives through previously agreed funding may be used in support of the bid.

### 8. Legal

8.1 There are no legal implications arising directly from this report..

### 9. Other Considerations

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### 9.1 Consultation/Community Engagement

Extensive consultation has taken place with stakeholders in developing this bid.

### 9.2 Human Rights

There are no specific human rights implications arising from this report.

### 9.3 Equalities and Diversity

There are no specific equalities and diversity implications arising from this report.

### 9.4 Risk Management

There are no specific risk management implications arising from this report.

### 9.5 Crime and Disorder

There are no specific crime and disorder implications arising from this report.

### 9.6 Environment and Sustainability

Success in securing funding for the proposals outlined in this paper will assist the Combined Authority in achieving a more sustainable transport system for the region.

## 10. Background Documents

Guidance advice from the Office for Low Emission Vehicles on the Go Ultra Low City Scheme can be found at:  
<https://www.gov.uk/government/publications/go-ultra-low-city-scheme-guidelines-for-bidders>

## 11. Links to Plans in the Policy Framework

This report has no direct link to plans in the policy framework.

## 12. Appendices

None.

## 13. Contact Officer

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### 14. Sign off

- Head of Paid Service ✓
- Monitoring Officer ✓
- Chief Finance Officer ✓

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### **Application for the OLEV Go Ultra Low City Scheme**

Proposals in the screening phase application had to meet primary objectives to increase ultra-low emission vehicle uptake and to become an exemplar status area, as well as secondary objectives of innovation, air quality improvements, being linked with other initiatives, and detailing how work carried out will be monitored to show if it is having any impact.

### **Examples of actions included in the screening phase bid are:**

**Incentivising ULEV cars and taxis** - such as through procurement changes, ULEV car clubs, collaborations with housing developers to provide home based ULEV recharging, reviewing parking policies, car parks, and existing charge point facilities, having the UK's first ULEV (Rapid) Filling Station, targeted awareness campaigns, and use of existing communications channels.

**Innovation** – Using smart traffic signal infrastructure to increase traffic movement and flow and technological solutions to support ULEV parking enforcement.

**Air Quality** – Enhancing monitoring of air pollution levels, including future predictions, including future ULEV uptake and health impact.

**Linking with other schemes** – The scheme will link to a number of other initiatives, including the OLEV Low Emission Bus Scheme (£30m) and Taxi Scheme (£20m), which, it is anticipated, will also be the subject of funding applications from the Combined Authority.

**Monitoring** – Reports will be produced on targeted activity such as new ULEV sales figures, reporting on air quality impact from ULEV adoption across fleets, ULEV charging data and changes in public perception.

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