

**NORTH EAST JOINT TRANSPORT COMMITTEE**  
**RECORD OF DELEGATED DECISION BY OFFICER**

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**1. Subject of Decision**

JTC OSC Membership Change

**2. Delegation Reference (Refer to Meeting Minute Number or Delegation Scheme in the Constitution or Decision Notice)**

JTC AGM – 15 June 2021

Minute 5 (v): The North East Joint Transport Committee:

Agreed to delegate any changes to membership necessary to accommodate political balance, or appointments to any outstanding vacancies, on any of the Joint Transport Committees to the Lead Chief Executive (Transport) following consultation with the Chair of the JTC to comply with the relevant legislation and ensure any vacancies can be filled as soon as possible.

This decision has been delegated to one or more officer(s) under:

- (a) A specific express authorisation was given to the Lead Chief Executive (Transport) by the Joint Transport Committee on 15 June 2021 to agree any changes to committee membership in consultation with the Chair of the JTC.
- (b) a general authorisation to take such decisions **and**, the effect of the decision is to:
- (i) grant a permission or licence;
  - (ii) affect the rights of an individual; or
  - (iii) award a contract or incur expenditure which, in either case, materially affects the Authority's financial position.

**3. Name and Title of Decision Maker**

Sheena Ramsey  
Lead Chief Executive (Transport)

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**4. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest**

None.

**5. Executive Summary**

The JTC Overview and Scrutiny Committee provides effective scrutiny arrangements, ensuring accountability and transparency of decision making for the Joint Transport Committee.

Relevant terms of reference of the committees are set out in the Joint Transport Committee's Standing Orders.

A vacancy for a Gateshead representative exists on the JTC OSC. Notification has been received that Gateshead Council wishes to appoint Councillor Brenda Clelland to the Committee.

**6. Decision(s)**

**6(a)** To appoint Councillor Brenda Clelland to the JTC OSC

**6(b) If Exempt or Confidential, please provide a reason:**

N/A

**7. Alternative options considered**

None

**8. Reasons for the Decision(s)**

The Joint Transport Committee is required to make arrangements to enable relevant decision-making responsibilities, overview and scrutiny arrangements, audit arrangements and associated functions to be fulfilled. These responsibilities arise under the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 and the Openness of Local Government Body Regulations 2014, as well as the provisions for the Order

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creating NECA and the recent Newcastle Upon Tyne, North Tyneside and Northumberland Combined Authority (Establishment and Functions) Order 2018. The appointment of a councillor to a vacancy on the JTC OSC complies with these requirements.

**9. Contact Officer**

Mike Barker  
Monitoring Officer (Transport)  
[mikebarker@gateshead.gov.uk](mailto:mikebarker@gateshead.gov.uk)

**10. Date of Publication**

12.10.2021

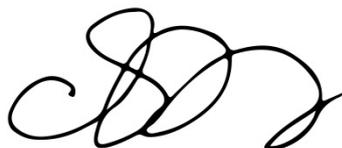
**11. Date of Call-In Deadline**

N/A

**12. Implementation Date**

12.10.2021

**Signature of the Decision Maker**



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Please return the following to Emma Reynard in Democratic Services ([emmareynard@gateshead.gov.uk](mailto:emmareynard@gateshead.gov.uk)) **within 2 working days of the decision having been taken.**

- A Word version of the completed Delegated Decision report
- A Word version of the completed Delegated Decision Record
- A scanned PDF version of the completed and signed Delegated Decision Record

The Delegated Decision will be published by Democratic Services within three working days of it being taken, and it will then be open to call-in for a further five working days.

**Decisions must not be implemented until the call-in process is completed.** Democratic Services officers will advise report authors and decision makers of the relevant deadlines for call-in.