



Joint Transport Committee Overview and Scrutiny Committee

Thursday, 27th July, 2023 at 10.00 am

Meeting to be held in the Whickham Room - Gateshead Civic Centre (NE8 1HH)

AGENDA

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1. Apologies for absence	
2. Declarations of Interest	
3. Minutes of the previous meeting held on 16.03.2023	3 - 6
4. Bus Partnership Update	7 - 12
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6. Forward Plan and Work Programme Update	19 - 24

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North East Combined Authority

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JOINT TRANSPORT COMMITTEE, OVERVIEW AND SCRUTINY COMMITTEE

DRAFT MINUTES FOR APPROVAL

DATE 16 March 2023

Meeting held at Durham County Hall

Present:

D Taylor-Gooby	–	Chair
A Clark	–	Vice Chair
B Coult	–	Durham County Council
D Snowden	–	Sunderland City Council
J Eagle	–	Gateshead Council
L Bowman	–	Northumberland County Council
P Dean	–	South Tyneside Council
S Deinali	–	Durham County Council
S Watson	–	Sunderland City Council
T Campion	–	Newcastle City Council

Officers:

A Graham	–	Transport North East
E Goodman	–	Transport North East
F Bootle	–	Transport North East
G Armstrong	–	NECA
H Jones	–	Transport North East
H Lewis	–	Nexus
M Barker	–	Gateshead Council
R Forsyth-Ward	–	Transport North East
S Clarke	–	Nexus

1. APOLOGIES FOR ABSENCE

B Clelland	–	Gateshead Council
B Gallacher	–	Northumberland County Council
D Francis	–	South Tyneside Council
J Cruddas	–	North Tyneside Council
R Higgins	–	Newcastle City Council

2. DECLARATIONS OF INTEREST

Councillor Eagle expression of interest as an employee of Nexus. Councillor Eagle has been given dispensation to be a member of this Committee.

3. MINUTES OF THE PREVIOUS MEETING HELD ON 15 DECEMBER 2022

RESOLVED:

- (i) The meeting was not quorate therefore the minutes of the previous meeting could not be approved as a correct record.

4. DRAFT NORTH EAST ACTIVE TRAVEL STRATEGY – CONSULTATION FEEDBACK UPDATE

The Committee received a report and presentation providing an update on the North East Active Travel Strategy – Consultation Update.

The Committee were reminded that the North East Active Travel Strategy aims for active travel to become the first choice for short everyday travel and to combine it with public transport for longer journeys. It was reported that the strategy aims to achieve a 45% uplift of short journeys that are travelled actively from 2018/19 levels meaning over half of all shorter journeys would be made by active travel in the North East by 2035.

It was highlighted that achieving this increase could see the following benefits for the region:

- Prevention of approximately 1,000 premature deaths, primarily due to increased physical activity
- Reduction in carbon emissions, potentially saving around 80,000 tonnes of CO2 emissions per year
- Growing the region's economy by around £350 million a year

The Committee were advised that the consultation for the strategy had commenced on 4 January 2023 and had ended on 5 March 2023; it was noted that consultation took place through public facing and online forums. An overview of the feedback received was presented, it was reported that there had been 2262 responses in total from a wide demographic of individuals and organisations.

A breakdown of headline feedback was provided as follows:

- There is overall support for the strategy and headline target
- Some stakeholders queried whether the target was ambitious enough
- Lack of new infrastructure and the maintenance of current was seen as a key barrier for many people
- Requests for planning of both cycling and walking routes to be joined up and included in early planning of new developments
- Safety concerns over shared space for cyclist and pedestrians
- Access to equipment was seen as a key barrier

- Recognition that interventions may need to be adapted depending on the area e.g. rural/urban
- Provide continued walking and cycling training for children and young adults
- Queries over what 'Wheeling' means and requests for strategy to make greater reference to differing levels of mobility
- Topography of the region was seen as a key challenge

The Committee were advised that the strategy is to be amended accordingly following the feedback and that the final strategy is to be presented to the NE Joint Transport Committee in Summer 2023.

The Committee discussed the results of the consultation and expressed disappointment that the number of responses was low, particularly from South Tyneside. It was suggested that further consultation could be done via community area forums and schools; officers advised that they would explore this option in future.

The Committee noted its support to the aims of the strategy and the targets reported; it was acknowledged that more work needs to be done to improve and maintain existing infrastructure such as pavements and cycle paths.

A suggestion was made by the Committee that local planning regulations could be adapted to ensure that new housing developments include suitable cycle paths and walkways; a comment was made that some new developments encourage car use due to their lack of pavements and cycle paths.

RESOLVED:

- (i) The Committee considered and noted the report and presentation.

5. ENHANCED PARTNERSHIP FARES PROPOSAL

The Committee received a report with an update on the progress made towards making the North East's Enhanced Partnership (EP) which has been through the statutory consultation and progress on Bus Service Improvement Plan (BSIP) interventions. The report also provided an update on national bus funding which has been extended until the end of June 2023.

A comment was made suggesting that a 24hr bus travel ticket be available to residents and visitors to the region; an example of 24hr tickets was provided from Oxford where a 24hr ticket scheme is noted to be successful and popular.

A further suggestion was made that payments for travel on busses could be streamlined via an integrated travel app where users could store their various passes and tickets; the Committee acknowledged that this would be a long-term ambition. Officers noted the feedback received.

RESOLVED:

- (i) The Committee considered and noted the report.

6. FORWARD PLAN AND WORK PROGRAMME UPDATE

The Committee received the report for the Forward Plan and Work Programme for the Committee for 2022/23.

A comment was made noting that issues raised at a previous meeting regarding poor bus links between South Tyneside Hospital and Sunderland Royal Hospital have not improved. The Committee were advised that this matter is on the radar of the South Tyneside Bus Board.

RESOLVED:

- (i) The Committee noted the Work Programme.

North East Joint Transport Committee Overview and Scrutiny Committee

Date: 27 July 2023
Subject: Bus Partnership Update
Report of: Managing Director, Transport North East

Executive Summary

The purpose of this report is to provide an update to the Overview and Scrutiny Committee on the relevant activities of the region's Enhanced Partnership and developments in the North East bus network. This will cover an update into current bus funding, an overview of partnership activities and early performance results of the £1 21 and under single fare.

Guiding Principles for Scrutiny Members

The below are the key guiding principles to support the Overview and Scrutiny Committee Members in reading the report in advance of the meeting to:

- Consider any added value that Scrutiny can bring; and
 - Promote effective discussion and consider the information in the report.
1. The impact the matter has on individuals in the community and across the JTC area.
 2. Focus on the efficiency and effectiveness of the proposals, next steps and any potential changes.
 3. Consideration of any risks that may occur.
 4. Scrutiny focusing on any performance management or quality assurance.

Recommendations

The North East Joint Transport Committee Overview and Scrutiny Committee is recommended to consider the contents of this report and discuss any issues arising from it.

1. Background Information

- 1.1 Funding for the North East Bus Service Improvement Plan (BSIP) was confirmed in March 2023 following the establishment of the region's Enhanced Partnership (EP) Plan & Scheme. As part of this announcement an initial £117.8 million was released with the remaining £45.6m of funding confirmed by the Minister for Roads and Local Transport on 30 June 2023. The total funding breaks down as £89,762,819 revenue and £73,758,353 capital funding.
- 1.2 Work is now underway by the newly made North East Bus Enhanced Partnership to deliver vital improvements. All BSIP investments focus on achieving our BSIP Key Performance Indicators of improving bus ridership, performance, customer satisfaction and environmental performance. These objectives of the North East BSIP and EP have been developed in response to The National Bus Strategy and North East Transport Plan objectives to boost bus ridership, creating an attractive sustainable transport option. BSIP investments also respond to the need to stabilise the bus network, given the recent withdrawal of Bus Recovery Grant (BRG) funding.

Bus funding update

- 1.3 Although BSIP investment is welcome, it comes at a challenging time for the bus sector as ridership has so far failed to recover to pre pandemic levels. This puts pressure on bus operator revenues and therefore the long-term sustainability of many vital links.
- 1.4 Unfortunately, it has been confirmed to us by the Department for Transport (DfT) that Bus Recovery Grant (BRG) funding will end as of 30 June 2023 and the North East will not receive any additional 'BSIP+' funding, which is primarily allocated to areas that did not receive BSIP funding. Additional funding has been made available to operators in the form of a reformed Bus Service Operators Grant (BSOG), known as BSOG+, final allocations have not been announced but it is assumed this will be substantially less than BRG funding. TNE and local authority colleagues will continue to liaise with operators as they recalibrate their position without BRG.
- 1.5 It is therefore likely that a proportion of BSIP investments in services, which was previously wholly allocated towards enhancements to the network, will have to be used to mitigate the potential reduction in commercial services. Throughout the BSIP funding period however, it is intended that interventions such as reduced fares and bus priority infrastructure will boost bus patronage, stabilising the network. This will allow more services to be commercially viable without subsidy which will allow investments in new services and enhancements.

Partnership activities

- 1.6 Since the confirmation of funding in March 2023, the partnership have progressed BSIP schemes at pace. 7 May 2023 saw the introduction of the first BSIP investment with the regionwide £1 single fare for all young people aged 21 and under, a long-standing priority for the region.

1.7 The June and July meetings of the Joint Transport Committee (JTC) have also overseen approval of many key BSIP investments:

- The allocation of up to £650,000 for the bulk purchase of annual region-wide travel passes from Network One Ltd for those aged 18-25 who have left Local Authority care, we expect these travel passes to start being delivered to eligible young people over the summer months.
- The allocation of £430,000 to Nexus for the development of the region's journey planning and public transport information website.
- The allocation of £12.2m to secure and where possible improve bus services across the region for the financial year 2023/24.
- To introduce new adult multi-operator day tickets covering unlimited travel in Northumberland and County Durham.
- To reduce the price of existing adult multi-modal products covering travel in Tyne and Wear and region-wide travel;
- To introduce a £3 day ticket for young people for region-wide travel, in addition to the "Under 22" fares already approved by the Joint Transport Committee.
- The release of £20,250,872 of BSIP capital funding for the "Bus Priority Infrastructure – Tranche 1" programme and £13,040,000 of BSIP capital funding for the "Intelligent Transport Systems" programme. Both of these approvals are agreed in principle and will be subject to the successful appraisal of Business Cases and due diligence in line with the North East Transport Assurance Framework.

1.8 The partnership has begun developing our second annual BSIP review and refresh, a requirement of the BSIP process. The 2023 BSIP refresh will be delivered through a series of workstreams which will review BSIP delivery plans to consider current data and context of the bus sector. The refresh will also reflect on achievements of the last year and seek to reengage stakeholders and public views on the bus service. Further detail on the refresh will be presented to the JTC in October 2023 where feedback and guidance will be sought from the committee.

£1 fare performance update

1.9 Since the launch in May, the £1 single fare for young people aged 21 and under in the North East has opened up more opportunities for young residents by providing cheap and simple journeys to education, leisure facilities and workplaces. As awareness of the fare increases the simple and attractive offer will encourage more young people to travel by bus. The offer has also addressed the 'postcode lottery' that existed for young people in the region, with different prices charged by different operators.

1.10 The offer was launched alongside extensive marketing efforts covering social media, digital and audio as well as bus posters and sheets. Initial monitoring shows marketing materials achieving a wide reach in the month since introduction with 600k impressions on social media and 432k on YouTube. The first month also saw the milestone of one million tickets sold. Despite this, sales are generally lower than first

forecast, this is anticipated to be due to number of bank holidays, the half term in May and need for increased awareness. Consequently, the EP marketing steering group has been tasked to renew efforts to raise awareness of the offer.

2. Proposals

2.1 The committee is recommended to note the contents of this report.

3. Reasons for the Proposals

3.1 This report is intended to inform the committee of developments to bus sector funding, activities of the partnership and of performance of the £1 21 and under fare.

4. Alternative Options Available

4.1 None.

5. Next Steps and Timetable for Implementation

5.1 The partnership will continue to progress schemes planned for in the BSIP and EP. The North East Regional Partnership Board will provide a forum for discussion for these initiatives and the JTC will be informed and asked for approval as each proposal comes forward.

6. Potential Impact on Objectives

6.1 Working towards our BSIP KPIs will also help us to deliver the objectives of the North East Transport Plan. In particular, by supporting a green recovery through the provision of an attractive form of sustainable transport.

7. Financial and Other Resources Implications

7.1 There are no financial implications arising from this report. The costs of the initiatives described in this report and the additional resources / capacity in the Transport North East and Regional Transport teams to develop and oversee these initiatives are being met from BSIP grant awarded to the region by DfT.

8. Legal Implications

8.1 None.

9. Key Risks

9.1 None.

10. Equality and Diversity

10.1 None.

11. Crime and Disorder

11.1 None.

12. Consultation/Engagement

12.1 In the production of the BSIP, detailed consultation was undertaken with partners, stakeholders and the public, as reported to JTC on 21 September 2021. Close collaboration has also been ongoing with partners in the development of the EP and BSIP.

13. Other Impact of the Proposals

13.1 None.

14. Appendices

14.1 None.

15. Background Papers

15.1 North East Bus Service Improvement Plan: [TNE-BSIP_FINAL.pdf](#)
(transportnortheast.gov.uk)

Bus Back Better – The National Bus Strategy: [Bus Back Better](#)
(publishing.service.gov.uk)

The National Bus Strategy Delivering Bus Service Improvement Plans using an Enhanced Partnership Guidance: [The bus services act 2017: enhanced partnerships](#) (publishing.service.gov.uk)

JTC Report – Vision for Buses (item 9): [\(Public Pack\) Agenda Document for North East Joint Transport Committee, 13/07/2021 14:30](#) (northeastca.gov.uk)

JTC Report – Bus Partnerships (items 9 and 10): [\(Public Pack\) Agenda Document for North East Joint Transport Committee, 15/06/2021 14:30](#) (northeastca.gov.uk)

Bus Service Improvement Plan outline resourcing form (the content of this document is exempt from publication pursuant to paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

16. Contact Officers

16.1 Heather Jones, Head of Enhanced Partnerships
E-mail: heather.jones@transportnortheast.gov.uk

17. Sign off

- The Proper Officer for Transport:
- Head of Paid Service:
- Monitoring Officer:

- Chief Finance Officer:

18. Glossary

BRG – Bus Recovery Grant
BSIP – Bus Service Improvement Plan
BSOG – Bus Service Operators Grant
DfT – Department for Transport
EP – Enhanced Partnership
JTC – Joint Transport Committee
LTA – Local Transport Authority

North East Joint Transport Committee Overview and Scrutiny Committee

Date: 27th July 2023

Subject: North East Zero Emission Vehicle (ZEV) Strategy update

Report of: Managing Director, Transport North East

Executive Summary

Work is currently underway to develop a North East Zero Emission Vehicle (ZEV) Strategy; a key commitment in the North East Transport Plan.

The strategy will help the region to tackle the climate emergency, air quality and transport related social exclusion. The strategy will also reflect national Government's policy to end the sale of new petrol and diesel cars and vans from 2030, with hybrid vehicles following in 2035, by supporting the transition to ZEVs.

The strategy will have an initial five-year delivery plan and will cover the period up to 2030, to reflect the UK Government's 2030 step 1 commitment to phase-out the sale of new petrol and diesel cars and vans. The strategy will undergo refreshes when appropriate.

The strategy will seek to build on the existing North East ZEV Policy (2022) which estimated that as many as 28,000 publicly available EV charge points could be required to meet demand from drivers across the region in the next 15 years. Work is underway to develop a mission statement for the strategy, taking into consideration the latest advancements and research within the industry, whilst also tackling the challenges that car/van drivers are facing when considering a ZEV. A set of key performance indicators will also be set to track development in the region.

Research with local residents and businesses has been used to gain an understanding of the challenges that people are facing when considering the switch to a ZEV. The strategy will put forward a pipeline of schemes that will address the challenges and help to achieve the strategy aim to deliver reliable public ZEV charging infrastructure across the North East, wherever people need it.

The strategy approach is:

Excellent Infrastructure + Well Informed People = Increase in Zero Emission Vehicles

Successful delivery of the ZEV Strategy will address a number of challenges in the North East, particularly carbon emissions, air pollution, transport poverty and transport related social exclusion by ensuring a balanced charging network is delivered across the region. The strategy will also contribute to the delivery of all five of our Transport Plan objectives through ensuring there is excellent public charging infrastructure to support the transition away from petrol/diesel cars and vans.

It is proposed that the draft strategy will go out to public consultation in autumn 2023. The strategy will be updated following the consultation and the JTC will be asked to endorse the strategy in December 2023.

An accompanying slide pack will be delivered at the meeting to support this paper.

Guiding Principles for Scrutiny Members

The below are the key guiding principles to support the Overview and Scrutiny Committee Members in reading the report in advance of the meeting to:

- Consider any added value that Scrutiny can bring; and
 - Promote effective discussion and consider the information in the report.
1. The impact the matter has on individuals in the community and across the JTC area.
 2. Focus on the efficiency and effectiveness of the proposals, next steps and any potential changes.
 3. Consideration of any risks that may occur.
 4. Scrutiny focusing on any performance management or quality assurance.

Recommendations

The Joint Transport Committee Overview and Scrutiny Committee is recommended to discuss the aim of the North East Zero Emission Vehicle Strategy and consider the information in this report.

1. Background Information

- 1.1 The North East Transport Plan, published March 2021, set a vision of “Moving to a green, healthy, dynamic and thriving North East.” Within the North East Transport Plan, a commitment was made to develop and publish a North East ZEV Strategy.
- 1.2 The strategy builds upon the North East ZEV Policy which was published in March 2022.
- 1.3 The focus of the strategy is on expanding the public charging network in the North East to ensure an excellent public charging network is delivered across the whole region, including in those locations that are not commercially viable. Although private residential charging is out of scope, the strategy will cover publicly available residential/on-street charge points and we will seek regional-level funding to assist with the installation of charging infrastructure in such locations. This approach will ensure the regional targets and standards are met. Strategy development will reflect national Government policy to end the sale of petrol/diesel cars and vans by 2030, with hybrid vehicles following in 2035.
- 1.4 Encouraging and enabling the transition away from petrol/diesel cars and vans to ZEVs can have significant benefits including improved health, reduced carbon emissions, reduced air pollution and will help to tackle the region’s climate emergency and transport related social exclusion. Delivery of these benefits will contribute towards achieving the North East Transport Plan’s vision and objectives.

2. Key points

- 2.1 The strategy will set out proposals to support an increase in the uptake of zero emission vehicles across the region. It will also set out plans to further develop and expand the North East’s public ZEV charging network, whilst also looking at alternative fuels such as hydrogen, which can help our region contribute towards achieving the government’s decarbonisation targets.
- 2.2 The aim of the strategy is to deliver reliable public ZEV charging infrastructure across the North East, wherever people need it, to support the shift away from petrol/diesel cars and vans. The strategy focuses on the approach that: *Excellent Infrastructure + Well Informed People = Increase in Zero Emission Vehicles*.
- 2.3 The strategy will have an initial five-year delivery plan and will cover the period up to 2030, with refreshes when appropriate. The strategy will build upon the existing North East ZEV Policy (2021) which estimated that as many as 28,000 publicly available EV charge points could be required to meet demand from drivers across the region in the next 15 years. TNE are working on a mission statement for the strategy which will help set the direction of travel, taking into consideration the latest technology advancements and research, whilst also tackling the challenges that car/van drivers are facing when considering switching to a ZEV. A set of key performance indicators will also be produced in order to monitor progress.
- 2.4 The strategy will link with the region’s Making the Right Travel Choice Strategy by helping people to make the right choice for their journey. It is not the aim of this strategy to encourage people who are already walking, wheeling, cycling, or using

public transport to switch to a ZEV. Instead, the strategy makes the case for promoting the use of ZEVs for journeys which must be made by car/van.

- 2.5 The strategy will look to implement new infrastructure schemes in the region to ensure an excellent public charge point network is delivered across the North East, including areas that are not as commercially viable due to reduced demand. The strategy will have an initial five-year intervention plan containing a list of suitable schemes.

Studies

- 2.6 Two procurement projects are being carried out alongside the strategy to support development and implementation:

PN1239 - Zero Emission Vehicle Infrastructure Delivery Model Research for the North East Region

This commission conducted research into different commercial and operational delivery models for public ZEV charging infrastructure and will enable TNE to identify the most suitable model for the North East region. This research also included a review of the current North East public EV charging network, as well as engagement with charge point operators and insights into alternative clean fuel technologies and advancements in the region.

PN1261 - Regional Electric Vehicle Enabling Study (refresh 2023-2028)

This commission will identify a priority list of 200 fully costed, strategically located, public EV charge point locations within the North East, for inclusion within the ZEV Strategy pipeline of schemes.

Stakeholder working

- 2.7 TNE will work with local authorities, and key stakeholders, including Northern PowerGrid, to share best practice and ensure that the strategy builds upon work already underway. A steering group has also been set up to help inform strategy development.

TNE are also looking to form a partnership group involving Northern PowerGrid and private sector charge point operators, to develop a working relationship which will help avoid infrastructure duplication.

Key Milestones

- 2.8 The project plan for the development of the North East Zero Emission Vehicle Strategy includes the following key milestones:

Date	Milestone
May/June/July	Initial drafting of strategy
July/August	Stakeholder engagement and feedback week
September	Initial draft ZEV Strategy to JTC for comment. Request that the JTC delegate authority to the Managing Director of Transport North East, following consultation with the Finance Director and Monitoring Officer, to approve the consultation draft strategy.
September – October	Public consultation

December	Consultation responses and proposed changes to the strategy taken to JTC, requesting approval to publish.
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3. Reasons for the Proposals

3.1 The purpose of this report is to update OSC Members on the draft North East Zero Emission Vehicle (ZEV) Strategy.

4. Alternative Options Available

4.1 The report is for information and therefore no alternative options are presented.

5. Next Steps and Timetable for Implementation

5.1 TNE will continue to develop the Zero Emission Vehicle Strategy, working in conjunction with local authorities and other key stakeholders, including Northern PowerGrid and private sector charge point operators.

5.2 TNE will request that the JTC delegate authority to the Managing Director of Transport North East, following consultation with the Finance Director and Monitoring Officer, to approve the consultation draft strategy in September 2023.

6. Potential Impact on Objectives

6.1 The North East ZEV Strategy will help to achieve the region's five transport objectives.

7. Financial and Other Resources Implications

7.1 All costs associated with the development of the Strategy, including the consultation process, are being met from Transport North East's in-year budget.

8. Legal Implications

8.1 At this stage, there are no foreseen legal implications from the proposed consultation approach.

9. Key Risks

9.1 No key risks have been identified at this stage.

10. Equality and Diversity

10.1 The North East ZEV Strategy will positively address equality and diversity issues within the region by enhancing provision for all EV drivers. This will include accessibility of charging infrastructure for those with disabilities. A review will also be undertaken to ensure that it aligns to equality legislation.

11. Crime and Disorder

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

12. Consultation/Engagement

12.1 All seven North East local authorities and Nexus are engaged in the development of the strategy. A public consultation on the draft strategy will give stakeholders and the public the opportunity to provide feedback.

13. Other Impact of the Proposals

13.1 No specific impacts.

14. Appendices

14.1 None.

15. Background Papers

15.1 None.

16. Contact Officers

16.1 Rachelle Forsyth-Ward
Interim Assistant Director, Transport Strategy
rachelle.forsythward@transportnortheast.gov.uk

17. Sign off

- The Proper Officer for Transport:
- Head of Paid Service:
- Monitoring Officer:
- Chief Finance Officer:

18. Glossary

NECA- North East Combined Authority

NTCA- North of Tyne Combined Authority

TNE- Transport North East

NETP- North East Transport Plan

ZEV – Zero Emission Vehicle



North East Joint Transport Committee, Overview and Scrutiny Committee

Date: 27 July 2023

Subject: Joint Transport Committee Forward Plan and Scrutiny Work Programme

Report of: Policy and Scrutiny Officer

Executive Summary

The purpose of this report is to provide an update on the suggested work programme for 2023/24 for the Joint Transport Overview and Scrutiny Committee.

Recommendations

The Overview and Scrutiny Committee is recommended to:

- i. Review and comment on the suggested work programme.

1. Background Information

- 1.1 The Joint Transport Committee (JTC) Forward Plan is a document which the Joint Transport Committee is required to maintain under the Combined Authorities (Overview and Scrutiny, Access to Information and Audit Committees) Order 2017. The Forward Plan for the Joint Transport Committee, and its Subcommittees is published on both the North East Combined Authority's website and on the North of Tyne Combined Authority's website. It lists the decisions that the Joint Transport Committee and its Officers intend to take in the coming months and must include all decisions to be made in the next 28 days. The JTC Forward Plan template contains specific information relating to each decision, including the date the decision will be made, a brief explanation of the topic, the consultation to be undertaken, and contact details of the author. The JTC Forward Plan template has recently been updated and includes further information including if the decision is a 'Key Decision' and if an item will be discussed in private.
- 1.2 Details of each decision are included on the JTC Forward Plan 28 days before the report is considered and any decision is taken. This supports the transparency of decision making across the Joint Transport Committee and allows members of the public to see the items that will be discussed. There are special procedures for circumstances where publication for the full 28 clear day period is impractical or where there is special urgency. Both of these procedures involve the Chair of the Overview and Scrutiny Committee and would be reported to the committee at the next meeting.

Role of Overview and Scrutiny

- 1.3 The Joint Transport Committee, Overview and Scrutiny Committee has been established in accordance with Schedule 2 (4) of The Newcastle Upon Tyne, North Tyneside and Northumberland Combined Authority (Establishment and Functions) Order 2018.
- 1.4 The Joint Transport Committee, Overview and Scrutiny Committee can examine any decisions of the Committee – be that by the JTC itself or a subcommittee, constituent authority, or officer holding delegated authority. This Scrutiny occurs in public and ensures democratic and public accountability.
- 1.5 One of the main functions of this Committee is the review and scrutiny of 'Key Decisions' made by the Joint Transport Committee and its Officers. The relevant regulations set out a test for what should be considered a Key Decision – being those which are most significant in financial or other terms. This is explained in the Decision-Making Protocol of the North East Combined Authority that was adopted by the Joint Transport Committee for its use at its inaugural meeting in November 2018.

Requests for Special Urgency/General Exception

- 1.6 In accordance with the Decision Making Protocol, it was agreed by Members that the request of any Short Notice Procedure that involved the Chair of the Overview

and Scrutiny Committee would be reported at the next Committee. The table below shows the number of requests made since the last meeting was held:

Type of Short Notice Procedure	Number of Requests since previous Committee
Requests for Special Urgency	1
Request for General Exception	0

The request for Special Urgency related to a report to TWSC requesting approval to appoint Cathy Massarella to the Nexus Executive Board.

Details of requests for Special Urgency and General Exception can be found at this website <https://northeastca.gov.uk/decision-making/forward-plan/special-notice-and-urgency-provisions/>.

Annual Work Programme – Approach for ongoing overview and scrutiny of Transport Plan

- 1.7 A JTC OSC working group was set up in March 2021 to discuss an approach for ongoing oversight and scrutiny of the Transport Plan when it comes into effect and recognised that that the Transport Plan gives the OSC clarity of the policy framework it is operating within and focus for the future.
- 1.8 At the 25 March 2021 OSC meeting members discussed and agreed that the Transport Plans objectives and policy statements can provide structure to the OSC's Work Programme over the next few years, by enabling it to focus on a particular area in each meeting. The committee also discussed an approach to structuring future meetings which involved receiving and debating an overview on progress being made on the Transport Plan and its objectives, planned future actions, and then providing the opportunity to scrutinise particular areas of the plan in more detail.
- 1.9 The scheduling of these areas of would be informed by whichever is the most advanced in the development of its delivery plan. This would provide the OSC the opportunity to have an effective and productive input into the delivery of the Plan. By the end of each meeting, the OSC should understand the Objective and its delivery plan so it is then able to monitor it and assist in providing ideas/proposals to support delivery or overcome obstacles (e.g. by identifying alternative actions for consideration by the JTC).
- 1.10 There is the opportunity to use, where appropriate, external input into the OSC meetings when considering the objectives and specific issues that may be on interest to certain groups.
- 1.11 The most recent version of the work programme (appendix two) has been compiled to allow the Overview and Scrutiny Committee the opportunity to consider items that will be of regional importance to the Joint Transport Committee, the JTC

forward plan and items previously raised by Members. A link to the current forward plan can be found [here](#).

- 1.12 It should be noted that the work programme covers items that will be discussed at the meetings. It does not preclude 'deeper dives' providing more focused scrutiny of particular topics by a sub-group of the committee outside of these meeting dates. These topics can be raised with the Chair and Scrutiny Officer at any time.
- 1.13 The Committee is asked to review and discuss the suggested work programme.

3. Reasons for the Proposals

- 3.1 To provide an opportunity for Committee members to input on any additional items as part of continued planning for the Work Programme for 2023/24.
- 3.2 The work programme will be refreshed and updated at each meeting of the Committee throughout the year.

4. Alternative Options Available

- 4.1 There are no alternative options available.

5. Potential Impact on Objectives

- 5.1 Development of a work programme and review and scrutiny of decisions in the JTC Forward Plan will contribute towards the development and implementation of the policy framework of NECA, NTCA, Nexus and the North East LEP as well as providing appropriate challenge to decisions taken.

6. Financial and Other Resources Implications

- 6.1 No financial or other resource implications are identified at this stage.

7. Legal Implications

- 7.1 There are no specific legal implications arising from these recommendations.

8. Key Risks

- 8.1 There are no key risks associated with the recommendations made in this report.

9. Equality and Diversity

- 9.1 There are no specific equality and diversity implications arising from this report.

10. Crime and Disorder

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

11. Consultation/Engagement

11.1 On-going consultation takes place with Officers and Scrutiny Members across the local authorities that make up the Joint Transport Committee, in regard to the items for the Annual Work Programme as Appendix One.

12. Other Impact of the Proposals

12.1 The proposals consider the wider impact and take into account the Principles of Decision Making. They allow Members' consideration of the items on the JTC Forward Plan and allow them the opportunity to have an overview of all performance, decision making and developments across the Joint Transport Committee structure.

13. Appendices

13.1 Appendix One – Annual Work Programme

14. Background Papers

14.1 None.

15. Contact Officers

15.1 Gavin Armstrong, Policy and Scrutiny Officer
Email: gavin.armstrong@northeastca.gov.uk
Telephone Number: Tel No: (0191) 4247537

15.2 Mike Barker
email: mikebarker@gateshead.gov.uk
Telephone: (0191) 433 2100

16. Sign off

- 16.1
- The Proper Officer for Transport: ✓
 - Head of Paid Service: ✓
 - Monitoring Officer: ✓
 - Chief Finance Officer: ✓

17. Glossary

17.1 NECA - North East Combined Authority
North East LEP - North East Local Enterprise Partnership
NTCA – North of Tyne Combined Authority

**Joint Transport Committee: Overview and Scrutiny Work Programme
July 2023**

Standing Items for each Committee Meeting:

- Declaration of Interest
- Minutes of Previous Meeting
- JTC Forward Plan and Work Programme Report

Source of work programme and items of importance:

The Overview and Scrutiny Committee obtains work programme items from the following sources:

- a) Items submitted by Members of the Committee (and including items referred by other members of the Combined Authorities)
- b) Suggestions from Officers
- c) The Budget and Policy Framework; Transport Plan
- d) The JTC Forward Plan
- e) The Proper Officer for Transport
- f) Evidence for any policy review work regarding Transport

Suggested Work Programme 2023-2024

Meeting Date	Subject
Oct 2023	<ul style="list-style-type: none"> • Outline Transport Budget 2024/25
Dec 2023	<ul style="list-style-type: none"> • Transport Budget Proposals 2024/25 • Transport Plan refresh - Update
March 2024	<ul style="list-style-type: none"> • TBC

It should be noted that the work programme covers items that will be discussed at the meetings. It does not preclude 'deeper dives' providing more focused scrutiny of particular topics by a sub-group of the committee outside of these meeting dates. These topics can be raised with the Chair and Scrutiny Officer at any time.