



North East Combined Authority

DURHAM • GATESHEAD • SOUTH TYNESIDE • SUNDERLAND

Overview and Scrutiny Committee

Thursday 1 October 2020 at 2.00pm

Meeting to be held virtually via Microsoft Teams

www.northeastca.gov.uk

AGENDA

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 meeting held on 19 September 2019 **1-6**

4. Minutes of the inquorate meeting held on 19 December 2019 **7-12**

5. Covid-19 Regional Economic Recovery **13-16**

6. Forward Plan and Scrutiny Work Programme Update **17-34**

7. Date and Time of Next Meeting

17 December 2020 at 2.00pm

Contact Officer: Jonathan Lunness

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Email: jonathan.lunness@northeastca.gov.uk

North East Combined Authority, Overview and Scrutiny Committee

19 September 2019
(10.00am - 11.10am)

Meeting held at Gateshead Civic Centre, Gateshead, NE8 1HH

Present:

Independent Members: Mr D Taylor-Gooby (Chair) and Mr S Hart (Vice-Chair)

Councillors: R Crute (Durham), A Batey (Durham) J Wallace (Gateshead), W Flynn (South Tyneside), G Kilgour (South Tyneside),

Officers: N Robason, P Darby, G Armstrong, K Connolly, J Lunness

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. MINUTES OF THE MEETING HELD ON 18 JULY 2019

The minutes of the previous meeting held on 18 July 2019 were approved as a correct record.

3. MATTERS ARISING

Pedestrian Tyne Tunnel

The Committee had requested that a report be presented to a future meeting which provided an update on the Tyne Pedestrian Tunnel. Nicola Robason informed members that the Joint Transport Overview and Scrutiny Committee and the Joint Transport Audit Committee had received an update report on this matter, this paper was to be circulated to the Committee. Should members feel that additional information was still required they should contact Nicola Robason who will arrange for this to be made available.

The Committee felt that it needed to be clearer at the commissioning stage who managed the relationships between the contractors. It needed to identify who was responsible for the management of costs and timescales. The PTT cost a lot more and took way longer to complete than originally anticipated. Going forward there is a need to ensure adequate arrangements are in place when commissioning complex projects. The officers assured the Committee that it is planned to consider the project management arrangements around larger schemes in the current year. It was suggested that this be factored into the governance arrangements and programme management going forward.

The Committee requested further information be received on the UK Hydrogen Corridor.

NECA Overview and Scrutiny Committees- Workshop

The Policy and Scrutiny Officer to arrange the workshop. It was agreed that both the NECA O&S Committee and the Joint Transport O&S Committee members, substitutes and officers be invited. The purpose of the workshop is to consider the role of both O&S Committee's, the variation between the two Committees, what can be done to make the Committee's effective and consider a proposed programme of works for the year.

Once a programme of works is produced then consider how the Combined Authority might work with the North of Tyne CA and how best to include the LEP within any work going forward.

RESOLVED – That:

- i. following consideration of the reports on the Tyne Pedestrian Tunnel members forward any requests for additional information to the Deputy Monitoring Officer;
- ii. the governance arrangements to include a section on the procedure for commissioning complex projects;
- iii. the Deputy Monitoring Officer arrange for further information to be circulated to the Committee on the UK Hydrogen Corridor.
- iv. the Policy and Scrutiny Officer arrange for the workshop to be set up in advance of the next meeting of the Overview and Scrutiny Committees to develop the work programme, the workshop to include both the NECA and JTC Overview and Scrutiny Members.

4. STATUTORY GUIDANCE ON OVERVIEW AND SCRUTINY IN LOCAL COMBINED AUTHORITIES

Submitted: Report of the Deputy Monitoring Officer (previously circulated and copy attached to the official minutes).

The Ministry of Housing Communities and Local Government had published formal guidance, 'Statutory Guidance for Local Authorities on Overview and Scrutiny' The new guidance clarifies the role and benefits of the scrutiny function within Local Authorities and Combined Authorities. The report provided a summary of the guidance. It is recognised that local authorities and combined authorities are best placed to decide how scrutiny works within their own political structures. The report sought to clarify the role and benefits of Scrutiny. The guidance is focussed toward highlighting best practice.

The six themes set out in the guidance were:

- Culture
- Resourcing
- Selecting Committee Members
- Power to Access Information
- Planning Work
- Evidence Sessions

A summary of the content of the six themes was presented, the full guidance was appended.

Members discussed the document at length. The Deputy Monitoring Officer agreed to produce a response to the guidance to be presented to the Leadership Board along with the recommendations of the Scrutiny Committee. The Scrutiny Committee made the following points:

- Consider how best to scrutinise the Executive and the LEP and consider the best process for working together
- Regular reporting system required from the O&S to the Leadership Board to influence decisions, it was agreed to recommend quarterly reporting.
- Consider a mechanism for the Chair and Vice-Chair to meet with the Leadership Board. It was suggested that perhaps the best mechanism would be to arrange for the Chair to attend Leadership briefings.
- In order to embed the culture of scrutiny within the organisation it was suggested that it be a regular item on the Leadership Board Agenda.
- Ensure Committee members receive adequate training.
- The Scrutiny Committee to consider commissioning a more focussed piece of work when appropriate. Identify good practice in other Combined Authorities, see what could be mirrored in NECA to improve how things are done.
- Cover who we can scrutinise, LEP, Transport Committee, procurement, contractors. Look at the outside bodies and consider how they feed into NECA. Cover in training who can scrutinise and how we do that.
- The guidance should cover the responsibilities of members in respect of behaving as a committee member in an impartial non-party political manner.

- The Committee suggested that a protocol be developed to manage disagreements or differences of opinions.

RESOLVED – That:

- i. the Deputy Monitoring Officer produce a report to Leadership outlining the Committee’s recommendations;
- ii. the Deputy Monitoring Officer report the decision of the Leadership Board to the Committee and
- iii. the Deputy Monitoring Officer produce any necessary Committee protocols and guidance following the discussion at the Leadership Board.

5. FORWARD PLAN AND SCRUTINY WORK PROGRAMME

Submitted: Report of Deputy Monitoring Officer (previously circulated and copy attached to Official Minutes).

The Deputy Monitoring Officer presented the report which provided Members with an opportunity to consider the items on the Forward Plan for the current 28 day period and discuss items for the Work Programme for future meetings.

Paul Darby informed the Committee that the Leadership Board had considered the budget timetable and that in order for the process to run efficiently it may be necessary to hold an additional meeting of the Committee to consider the budget.

It was agreed that a workshop be set up as soon as possible to include both the NECA O&S and the JTC O&S with a view to producing an Annual work programme.

In response to comments, questions and points raised by Members, the following areas of work were noted for discussion at the workshop:

- Consider Digital Connectivity, is this sufficient, are all homes being built with potential access to the internet?
- Concerns were raised regarding the delay to the Fair Funding review, which has been moved to 2021. The Chief Finance Officer suggested the committee may consider the impact of this at a future meeting.
- Skills Agenda
- It was recognised that work was being undertaken by each individual Local Authority in relation to being prepared for Brexit. It was requested that Brexit preparedness in relation to the Combined Authorities work be considered and reported to a future meeting of the Committee. This report to consider the financial implications.

- Discussions around how best the Combined Authority could work with the North of Tyne Combined Authority.
- Concerns were raised over the clarity of information from the Government with regards to any continuity or replacement of the Shared Prosperity Fund once the UK has left the European Union and how this would impact on the funding of the Local Industrial Strategy given they are linked.
- The Local Industrial Strategy contained a list of projects. Members felt given the importance of these projects, more detail was required for effective scrutiny.
- The Committee referred to IAMP and how they might consider this, looking at its impact, accessibility, the potential impact on congestion on A19, the general impact of the Industrial Park on all constituent Authorities.
- Ensure the Agendas are structured to give the appropriate amount of time required.
- Any additional items for consideration be forwarded to the Chairman or Nicola Robason.

RESOLVED – That:

- i. the Forward Plan and Work Programme 2019/2020 be noted, and
- ii. the list of future areas of work as detailed above be considered at the workshop when developing the programme for the year.

6. DATE AND TIME OF THE NEXT MEETING

19 December 2019 – Gateshead Civic Centre

**North East Combined Authority, Overview and Scrutiny Committee
DRAFT MINUTES OF THE INQUORATE MEETING FOR APPROVAL**

19 December 2019
(10.00am – 11.30am)

Meeting held at South Shields Town Hall and Civic Offices, Westoe Road, South Shields
NE33 2RL

Present:

Independent Members: Mr D Taylor-Gooby (Chair) and Mr S Hart (Vice-Chair)

**Councillors: R Crute (Durham), G Kilgour (South Tyneside), W Flynn (South Tyneside),
P Wood (Sunderland)**

Officers: P Darby, J Rumney, G Armstrong, J Lunness

QUORUM

The Committee was informed that the meeting was not quorate and therefore if members wished to proceed, any decisions taken would need to be ratified at the next quorate meeting.

1. APOLOGIES FOR ABSENCE

N Robason (Deputy Monitoring Officer) and Cllr R Oliver (Sunderland) sent apologies for absence.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 19 SEPTEMBER 2019

The Committee was inquorate and therefore unable to approve the minutes of the previous meeting. The approval of the minutes has been deferred to the next meeting to be held 19 March 2020.

4. MATTERS ARISING

There were no matters arising from the informal discussion of the minutes of the previous meeting.

5. ANNOUNCEMENTS FROM THE CHAIR

The Chair informed the Committee that Cllr N Weatherley, a substitute member for Gateshead, had passed away. The Chair thanked Cllr Weatherley for his service on behalf of the Committee and respects were paid to Cllr Weatherley.

6. NECA BUDGET PROPOSALS

Submitted: Report of the Chief Finance Officer (previously circulated and copy attached to the official minutes).

Paul Darby, Deputy Chief Finance Officer, presented the report. The report provided the Committee with an update on the NECA Budget Proposals for 2020/21 as part of the budget consultation process. Paul Darby encouraged Members to provide any feedback on the proposals at the meeting so that the views of the Committee could be considered in the development of the final budget report to be presented to the NECA Leadership Board and the Joint Transport Committee.

It was noted that the budget proposals for 2020/21 are on a standstill basis, with no proposed increase in the level of contributions to the North East LEP, Invest North East England, NECA Corporate Costs, the JTC Accountable Body costs or the North East LEP Accountable Body costs.

Members noted that whilst the standstill basis for budget proposals is feasible for next year, in the medium term after 2021 this could cause pressures and pose challenges. Although the review and re-evaluation of the pension position reduced financial pressures in the short term, if challenges are not addressed, this could in the future affect the level of service provision or require cuts.

It was noted that the Tyne Tunnel tolls are proposed to be increased for Class 3 vehicles (HGVs) by £0.10p to keep pace with inflation, subject to approval by the Tyne and Wear Sub Committee in January 2020. Members noted that included in the appendices to the report are a range of models showing levy increases of +1% and -1% for information as requested by the NECA Leadership Board.

Paul Darby highlighted to Members that the budget proposals for 2020/21 are robust, balanced and will not require any need for service changes.

During discussion, Members raised the following points:

- the level of contributions from central government to the finances and budgets of NECA. Members were informed that whilst the government provides some funds in the form of grants, such as for the metro, Local Authorities are lobbying for a fair deal from the Fair Funding Review;

- lobbying work occurs collectively from organisations such as Nexus, Combined Authorities and the Joint Transport Committee, as well as individually Local Authorities;
- Members highlighted concerns about the pressure Local Authorities will be under in the future and the uncertainty surrounding the funding intentions of central government;
- Nexus has some reserves which could be used to address shortfall in future budgets, but Members noted that if nothing changes by 2022/23 then difficult choices will need to be made;
- Members welcomed that there would be no reductions in service in the coming year;
- work continues on the Tyne Pass Project, working towards a free flow system;
- the budget and levies for Durham Council and Northumberland Council are arranged by themselves, as opposed to the Tyne and Wear Local Authorities where Nexus arranges concessionary travel and contracts on their behalf;
- the level of Metro usage was raised, and this information would be circulated to Members;
- it was noted that NECA is currently operating within budget and that whilst Nexus slightly overspent, this can be offset from the reviewed pension position;
- the timetable for budgetary reports was noted and Members requested that routine reports be presented to the Committee so that they may track progress;
- the handover as Accountable Body of the NELEP from NECA to North of Tyne Combined Authority (NTCA) was noted and Members requested that they still be updated with reports outlining the activity of the LEP;

Members discussed the possibility of sending a letter from the Committee to the Government outlining priorities and the need for certainty regarding funding for budgets. The Committee noted that Cllr M Gannon had sent a letter on behalf of the Joint Transport Committee in his capacity as Chair. The letter sent from Cllr M Gannon was requested to be circulated to Members, along with a draft letter from the Committee to send to the Secretary of State for Transport.

RECOMMENDED – That:

- i. the report be noted.
- ii. information regarding the levels of Metro usage be circulated to Members.
- iii. Information regarding the letter sent by Cllr M Gannon to the Secretary of State for Transport be distributed.
- iv. a draft letter from the Committee to the Secretary of State for Transport be circulated for comment.

7. STATUTORY GUIDANCE ON OVERVIEW AND SCRUTINY IN LOCAL AND COMBINED AUTHORITIES UPDATE

Submitted: Report of the Policy and Scrutiny Officer (previously circulated and copy attached to the official minutes).

Gavin Armstrong, the Policy and Scrutiny Officer, presented the update report. The report provided Members with a response to their recommendations to the NECA Leadership Board on the formal guidance published by the Ministry of Housing, Communities and Local Government and the work undertaken since the last Committee meeting on the recommendations in response to the formal guidance.

Members noted that the NECA Leadership Board welcomes reports, recommendations and input from the Overview and Scrutiny Committee to feed into their decision-making process. The NECA Leadership Board would welcome regular meetings with the Chair and Vice Chair of the Overview and Scrutiny Committee to discuss, where appropriate, issues arising.

It was noted that the Committee keeps in mind the principles of good scrutiny and the use of the appropriate 'lens' by which to scrutinise papers. It was highlighted that the work programme provides good focus for the future and that it is a living document which can be updated and amended at any time.

During discussion, Members raised the following points:

- consideration of possible changes to the layout of reports to help the scrutiny process, including the possibility of using a Red, Amber, Green rating system;
- the progress of sharing best practice with other Combined Authorities. Members were assured conversations were ongoing and a visit to a similar Combined Authority was being progressed;
- meetings with the Chair and Vice Chair of the NECA Overview and Scrutiny Committee and the NTCA Overview and Scrutiny Committee have been ongoing and are to continue in the future;
- it was noted that training for scrutiny is provided by the Centre for Public Scrutiny, which could be considered;
- concerns about engaging the public were discussed, including the need for an interesting, relevant work programme and a user-friendly NECA website to encourage participation;
- consideration of possible changes to the layout of reports to include a section outlining the impact on climate change to ensure these factors are taken into account when scrutinising;
- the need for the work programme to contain items relevant to reflect the concerns of the public was noted, as well as the need for this to be advertised in a way which makes clear the impact this can have on our communities in order to encourage engagement;
- the Overview and Scrutiny Workshop held 14 November 2019 reminded Members that public engagement was a statutory responsibility and that the Committee should develop a style and approach which reflects that.

RECOMMENDED – That:

- i. the report be noted.
- ii. note that the Deputy Monitoring Officer reported to Leadership outlining the Committee's recommendations from the meeting held 19 September 2019.
- iii. note that the Leadership Board would welcome an annual report from the Committee and regular bi-annual meetings with the Chair and Vice-Chair of the Committee.

- iv. note that the Policy and Scrutiny Officer will produce relevant Committee protocols and guidance as required.
- v. note that the layout of reports will be considered by Officers.

8. FORWARD PLAN AND SCRUTINY WORK PROGRAMME UPDATE

Submitted: Report of the Policy and Scrutiny Officer (previously circulated and copy attached to the official minutes).

The update was presented by Gavin Armstrong, the Policy and Scrutiny Officer. The report provided Members with an opportunity to discuss the Forward Plan and the Work Programme for 2019/20.

It was highlighted that it is important for Members to be aware of what work other scrutiny Committees are undertaking, so as not to duplicate work, but to gain assurance that it can be discussed at this Committee also.

Members noted that Contract Commissioning appeared on the Work Programme as an item, as had previously been requested. P Darby informed Members that the internal audit team were undertaking a review in this area, the outcome of which would be brought to the Committee.

During discussion, Members raised the following points:

- the possibility of receiving updates and reports on ongoing projects in the area, for example the Tyne Tunnel and Testo's Roundabout;
- the Work Programme reflects the discussion which has happened at previous meetings and the Workshop;
- the Barriers to Work item on the Work Programme would be a good item to do an extended piece of scrutiny and review;
- the Local Industrial Strategy, particularly the IAMP, remains important and should be kept on the Committee's radar;
- it is encouraging to see Thematic Leads presenting items on the Work Plan.

RECOMMENDED – That:

- i. the Forward Plan and Work Programme be noted.
- ii. the possibility of receiving updates and reports on ongoing projects in the area be considered.
- iii. Budget updates for the NECA Leadership Board be added to the Work Programme.

9. DATE AND TIME OF THE NEXT MEETING

19 March 2020 – Gateshead Civic Centre

Overview and Scrutiny Committee

Agenda Item 5

Date: 1 October 2020

Subject: Covid-19 Regional Economic Recovery

Report of: Patrick Melia (Chief Executive, Sunderland City Council)

Executive Summary

The purpose of this report is to update the Overview and Scrutiny Committee on the economic recovery work taking place across the NELEP and NECA areas. A presentation will be given on the analysis undertaken and the plans and structures put in place and implications for the NECA area

Recommendations

The Overview and Scrutiny Committee is recommended to receive a presentation and take part in a discussion about Covid-19 economic recovery plans.

Overview and Scrutiny Committee

1. Purpose of the Report

- 1.1 Since the Committee last met, the region, country and many other countries around the world have been navigating the Covid-19 emergency.
- 1.2 The pandemic has brought about unprecedented measures by the Government to impose strict lockdown restrictions to control the spread of the virus.
- 1.3 The implications of lockdown have included the closure of all but essential businesses and services and there have been significant impacts on most aspects of the region's economy, and on residents' lives and livelihoods.

2. Proposals

- 2.1 As well as responding to the emergency, work has been taking place to establish structures and workstreams to support the region's economic recovery.
- 2.2 The presentation to be provided will update the Committee on the assessment and analysis undertaken of the challenges and opportunities for the NECA and wider NELEP area, the development of economic recovery plans and the structures put in place to deliver them.

3. Reasons for the Proposals

- 3.1 Covid-19 has created the biggest economic shock of our lifetimes and its impacts, both in the immediate and longer term, will be complex and significant. Existing economic challenges – being addressed through NECA and regional strategies including the NE Strategic Economic Plan – will be exacerbated, and plans and approaches will need to be adapted and refocused. The presentation will update the Committee on the economic recovery work undertaken to date, to support a discussion on the key challenges and opportunities for the NECA area.

4. Alternative Options Available

- 4.1 There are no alternative options associated with this report.

5. Next Steps and Timetable for Implementation

- 5.1 A further update will be provided to the Committee at subsequent meetings.

Overview and Scrutiny Committee

6. Potential Impact on Objectives

6.1 The activities under the recovery plan will support NECA in its aims to promote economic growth, regeneration and wellbeing in the area.

7. Financial and Other Resources Implications

7.1 There are no financial or other resource implications associated with this report.

8. Legal Implications

8.1 There are no legal implications arising from this report.

9. Key Risks

9.1 There are no specific risk management issues arising from this report.

10. Equality and Diversity

10.1 There are no specific equality and diversity issues arising from this report.

11. Crime and Disorder

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

12. Consultation/Engagement

12.1 There are no specific consultation and engagement issues arising from this report.

13. Other Impact of the Proposals

13.1 There are no further impacts arising from the proposals.

14. Appendices

14.1 None.

15. Background Papers

15.1 None.

16. Contact Officers

Overview and Scrutiny Committee

- 16.1 Nicola Robason
Head of Corporate & External Affairs (Monitoring Officer)
South Tyneside Council
Telephone: 0191 424 7186

Email: nicola.robason@southtyneside.gov.uk

17. Sign off

- 17.1
- Head of Paid Service: ✓
 - Monitoring Officer: ✓
 - Chief Finance Officer: ✓

18. Glossary

- 18.1 None.

Overview and Scrutiny Committee

Agenda Item 6

Date: 1 October 2020

Subject: Forward Plan and Scrutiny Work Programme Update

Report of: Policy and Scrutiny officer

Executive Summary

The purpose of this report is to provide Members of the Overview and Scrutiny Committee with an opportunity to consider the items on the Forward Plan for the current 28-day period and discuss items for the Work Programme for 2020 / 2021.

Recommendations

The Overview and Scrutiny Committee is recommended to:

- i. Review the current Forward Plan and consider which items they may wish to examine in more detail;
- ii. Suggest any items for the Work Programme for 2020/2021 that Members would wish to explore in more detail, either at the Committee or via a 'deep dive' or working group;

Overview and Scrutiny Committee

1. Background Information

- 1.1 The Forward Plan is a document which NECA is required to maintain under the Combined Authorities (Overview and Scrutiny, Access to Information and Audit Committees) Order 2017. The Forward Plan is published on NECA's website and lists the decisions that the North East Combined Authority intends to take in the coming months and must include all decisions to be made in the next 28 days.
- 1.2 The 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 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.
- 1.3 Details of each decision are included on the Forward Plan 28 days before the report is considered and any decision is taken. This supports the transparency of decision making within the Combined Authority 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 Overview and Scrutiny Committee at its next meeting.

Role of Overview and Scrutiny

- 1.4 The Overview and Scrutiny Committee examine any decisions of the North East Combined Authority – be that by the principal decision-making body or a committee or officer holding delegated authority. This Scrutiny occurs in public and ensures democratic and public accountability.
- 1.5 One of the main functions of the Overview and Scrutiny Committee is the review and scrutiny of 'Key Decisions' made by the NECA Leadership Board and Officers of the Combined Authority. 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 adopted by the Committee on the 15 March 2018. At the inaugural meeting of the NECA Leadership Board on the 13 November, following the governance changes, it was agreed that the Decision Making Protocol would remain in place:

<https://northeastca.gov.uk/wp-content/uploads/2018/08/NECA-Decision-Making-Protocol.pdf>

Overview and Scrutiny Committee

- 1.6 It is NECA’s practice to include formal decisions on the Forward Plan to maximise the opportunity for review and scrutiny. In considering items in the Forward Plan, the Overview and Scrutiny Committee should determine which areas scrutiny can add most value to in relation to the decisions being made.
- 1.7 The Forward Plan at the date this paper was issued is attached marked as Appendix 1. The up to date forward plan is always published at <https://www.northeastca.gov.uk/committee-meetings/forward-plan>.

Update on Requests for Special Urgency / General Exception

- 1.8 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	0
Request for General Exception	0

- 1.9 The table above reflects that there have been no requests for general exception and no requests for special urgency since the last Committee.

Annual Work Programme - Update

- 1.10 The most recent version of the work programme has been compiled to allow the Overview and Scrutiny Committee the opportunity to consider items that they have requested.
- 1.11 The work programme is also designed to give an overview of all performance, decision-taking and developments within the NECA, as well as being focused and flexible to allow for new issues and recognising the capacity of the scrutiny committee to respond in a timely way to emerging developments throughout the year. The Plan allows the Committee to take a longer-term view than the Forward Plan, adding a longer term perspective to the Committee’s work. Advantages of a longer-term perspective is the opportunity to gain a deeper understanding of matters and to allow for more constructive engagement and scrutiny.

Overview and Scrutiny Committee

- 1.12 Members are also invited to comment and give consideration to any additional items they would wish to consider on their Work Programme or those decisions where they can add value.

- 1.13 The scheduled March 2020 meeting of the Overview and Scrutiny committee was cancelled due to the COVID 19 outbreak. A joint informal briefing with the North of Tyne Overview and Scrutiny committee was due to be held on 18 September. This was postponed. This briefing provided an overview of the regional economic response to recovery and its associated governance. This discussion has informed the proposed work programme included in appendix 2.

- 1.14 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.

2. Proposals

- 2.1 Committee Members are invited to review the Forward Plan for the current 28-day period – giving consideration to any items they may wish to examine in more detail – and to suggest any items for addition to the Annual Work Programme for 2020/21.

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 2020/21.

4. Alternative Options Available

- 4.1 Option 1 – The Overview and Scrutiny Committee may review Forward Plan and suggest additional items for the Work Programme.

Option 2 – The Overview and Scrutiny Committee may choose not to review the Forward Plan or consider any additional items for the Work Programme.

Option 1 is the recommended option.

5. Next Steps and Timetable for Implementation

- 5.1 In considering the Forward Plan, Members are asked to consider those issues where the Scrutiny Committee could make a contribution and add value.

Overview and Scrutiny Committee

- 5.2 If the Overview and Scrutiny Committee determines to review or scrutinise a decision notified in the Forward Plan, a meeting of the Committee will be arranged to allow scrutiny members to carry out their role in a timely manner.
- 5.3 The work programme will be refreshed and updated at each meeting of the Committee throughout the year.
- 6. Potential Impact on Objectives**
- 6.1 Development of a work programme and review and scrutiny of decisions in the Forward Plan will contribute towards the development and implementation of the policy framework of the NECA, the Joint Transport Committee and the North East LEP as well as providing appropriate challenge to decisions making.
- 7. Financial and Other Resources Implications**
- 7.1 No financial or other resource implications are identified at this stage.
- 8. Legal Implications**
- 8.1 There are no specific legal implications arising from these recommendations.
- 9. Key Risks**
- 9.1 There are no key risks associated with the recommendations made in this report.
- 10. Equality and Diversity**
- 10.1 There are no specific equality and diversity implications arising from this report.
- 11. Crime and Disorder**
- 11.1 There are no crime and disorder implications arising from this report.
- 12. Consultation/Engagement**
- 12.1 On-going consultation takes place with Officers and Scrutiny Members across the NECA in regard to the items for the Annual Work Programme as Appendix 2.
- 13. Other Impact of the Proposals**
- 13.1 The proposals consider the wider impact and take into account the Principles of Decision Making as set out in the NECA Constitution. They allow Members consideration of the items on the Forward Plan and allow them the opportunity to

Overview and Scrutiny Committee

have an overview of all performance, decision making and developments across NECA.

14. Appendices

- 14.1 Appendix 1 – Forward Plan
- Appendix 2 – Annual Work Programme Update

15. Background Papers

- 15.1 None.

16. Contact Officers

- 16.1 Gavin Armstrong, Policy and Scrutiny Officer
Email: gavin.armstrong@northeastca.gov.uk
Telephone Number: Tel No: (0191) 4247537
- 16.2 Nicola Robason, Deputy Monitoring Officer
Email: nicola.robason@southtyneside.gov.uk
Telephone Number: 0191 424 7186

17. Sign off

- 17.1
 - ✓ Head of Paid Service
 - ✓ Monitoring Officer
 - ✓ Chief Finance Officer

18. Glossary

- 18.1 NECA - North East Combined Authority
North East LEP - North East Local Enterprise Partnership



Forward Plan of Decisions

21 September 2020*

The Forward Plan for the North East Combined Authority (NECA) is prepared and published by the Monitoring Officer for the purpose of;

- A. Giving 28 days' notice of key decisions that are planned to be taken by the NECA, its Boards, Committees or Chief Officers
- B. Complete transparency about decisions – the Plan also includes an overview of non-key decisions to be taken by the Combined Authority or its Chief Officers

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

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

Unless otherwise indicated, if you require any further information or wish to make representations about any of the matters contained in the Forward Plan please contact the appropriate officer as detailed against each entry at least 7 days before the meeting.

***The most recent entries are referred to as “NEW”. Updated entries are referred to as “Updated”. Items withdrawn since the last publication are referred to as “Withdrawn” and following that will be removed altogether.**

Further information about the Forward Plan and NECA Decision Making can be found in ‘The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017’ and the NECA Overview and Scrutiny Committee’s Decision Making Protocol which can be found at <http://northeastca.gov.uk/wp-content/uploads/2018/08/NECA-Decision-Making-Protocol.pdf>

NECA Committees

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
Leadership Board							
LB 2 (a) Corporate Issue	14 September 2020	Non-key	Leadership Board	Governance Arrangements To consider and approve changes to the Membership of Joint Transport Committee.		Nicola Robason Deputy Monitoring Officer Nicola.robason@southtyneside.gov.uk 0191 4247186	Public
LB 2 (b) Corporate Issue NEW	14 September 2020	Non-key	Leadership Board	North East Business and Innovation Growth Fund The report will provide the Leadership Board with an update on the funding application for the North East Business and Innovation Growth Fund.		John Scott Acting Head of Economic Growth, South Tyneside Council John.Scott@southtyneside.gov.uk 0191 519 7204	Public
LB 3 (a) Corporate Issue	3 November 2020	Non-key	Leadership Board	Audit Completion Report 2019/2020 The Leadership Board is recommended to receive the Audit Completion Report of the External Auditor for information.	Statement of Accounts 2019/20 https://northeastca.gov.uk/wp-content/uploads/2020/06/Draft-Statement-of-Accounts-2019-20.pdf	Eleanor Goodman NECA Finance Manager Eleanor.goodman@northeastca.gov.uk	Public
LB 3 (b) Corporate Issue	3 November 2020	Non-key	Leadership Board	Statement of Accounts 2019/2020 The Leadership Board is recommended to approve the Statement of Accounts.	Statement of Accounts 2019/20 https://northeastca.gov.uk/wp-content/uploads/2020/06/Draft-Statement-of-Accounts-2019-20.pdf	Eleanor Goodman NECA Finance Manager Eleanor.goodman@northeastca.gov.uk	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
					6/Draft-Statement-of-Accounts-2019-20.pdf		
LB 3 (c) Corporate Issue	3 November 2020	Non-key	Leadership Board	NECA Budget 2021/22 This report is for information.	Budget 2020/21 https://northeastca.gov.uk/wp-content/uploads/2020/01/Leadership-Board-4-February-2020-Public-Agenda-Pack.pdf	Eleanor Goodman NECA Finance Manager Eleanor.goodman@northeastca.gov.uk	Public
Audit and Standards Sub-Committee							
There are no meetings currently scheduled.							
Audit and Standards Committee							
AS 2 (a) Corporate Issue	8 September 2020	Non-key	Audit and Standards Committee	Audit Strategy Memorandum This report provides an update for information on the work of Mazars, the External Auditors to the Combined Authority. This was due to be presented at the July meeting of the Audit and Standards Committee which was cancelled.	Statement of Accounts 2019/20 https://northeastca.gov.uk/wp-content/uploads/2020/06/Draft-Statement-of-Accounts-2019-20.pdf	Eleanor Goodman NECA Finance Manager, Eleanor.goodman@northeastca.gov.uk	Public
AS 2 (b) Corporate Issue	8 September 2020	Non-key	Audit and Standards Committee	Internal Audit Annual Report 2019/20 To consider and comment on the Internal Audit Annual Report for 2019/2020.	None	Tracy Davis Senior Manager – Assurance (Sunderland City Council) tracy.davis@sunderland.gov.uk	Public
AS 2 (c)	8 September 2020	Non-key	Audit and Standards Committee	Internal Audit Plan 2020/21	None	Tracy Davis Senior Manager – Assurance (Sunderland City Council)	Public

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
Corporate Issue				To consider and comment on the Internal Audit Plan for 2020/2021.		tracy.davis@sunderland.gov.uk	
AS 2 (d) Corporate Issue	8 September 2020	Non-key	Audit and Standards Committee	NECA Annual Governance Statement for 2019/20 To consider and comment on the Annual Governance Statement for 2019/2020.	None	Tracy Davis Senior Manager – Assurance (Sunderland City Council) tracy.davis@sunderland.gov.uk	Public
Overview and Scrutiny Committee							
OS 2 (a)	1 October 2020	Non-key	Overview and Scrutiny Committee	Covid-19 Regional Economic Recovery A presentation will provide a summary of the regions approach to the economic strategy for the NELEP and NECA area.	None	Gavin Armstrong NECA Policy and Scrutiny Officer 0782 565 8575 Gavin.armstrong@northeastca.gov.uk	Public
OS 2 (b)	1 October 2020	Non-key	Overview and Scrutiny Committee	NECA Overview and Scrutiny Work Programme To receive updates on items and the latest version of the annual work programme.	None	Gavin Armstrong NECA Policy and Scrutiny Officer 0782 565 8575 Gavin.armstrong@northeastca.gov.uk	Public
Economic Development and Digital Advisory Board (EDDAB)							
The next meeting is scheduled to be held 24 November 2020.							

North East Joint Transport Committees

Reference Number	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
North East Joint Transport Committee (JTC)							
JTC 4 (a)	20 October 2020	Non-key	Joint Transport Committee	<p>Discharge of Transport Functions by Northumberland County Council</p> <p>The purpose of the report is to advise the committee of how Northumberland County Council has discharged the transport functions delegated to it for 2019/20.</p>	None	Stuart McNaughton Strategic Transport Manager stuart.mcnaughton@northumberland.gov.uk	Public
JTC 4 (b)	20 October 2020	Non-key	Joint Transport Committee	<p>Transport Budget 2021/22</p> <p>The report is for information.</p>	2020/21 Budget report https://northeastca.gov.uk/wp-content/uploads/2020/01/JTC-21.1.2020-Public-Agenda-Pack.pdf	Eleanor Goodman, Finance Manager, Eleanor.goodman@northeastca.gov.uk	Public
JTC 4 (c)	20 October 2020	Non-key	Joint Transport Committee	<p>North East Transport Plan: Next Steps</p> <p>The report will present JTC with the next steps for the North East Transport Plan. The report will ask JTC to agree these.</p>	<p>https://northeastca.gov.uk/wp-content/uploads/2019/11/Agenda-Pack-JTC-19.11.19.pdf</p> <p>item agenda 7- North East Transport Plan. North East Joint Transport Committee, 19th November 2019</p>	Rachelle Forsyth-Ward, rachelle.forsythward@transportnortheast.gov.uk	Public

Reference Number	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
					Item agenda 7- https://northeastca.gov.uk/wp-content/uploads/2020/03/JTC-Public-Agenda-17.3.2020-1.pdf North East Transport Committee, 21 st March 2020		
JTC 4 (d)	20 October 2020	Non-key	Joint Transport Committee	Transport North East – Regional Transport Update The Joint Transport Committee is recommended to note the contents of this report.	None	Tobyn Hughes Tobyn.hughes@nexus.org.uk	Public
JTC 4 (e)	20 October 2020			Connected North East - Our Blueprint The report will seek endorsement from JTC members of the Connected North East Blueprint.	None	Philip Meikle Philip.meikle@transportnortheast.gov.uk	Public
Tyne and Wear Sub-Committee – next meeting scheduled to take place on 5 November 2020							
North East Joint Transport Committee Overview and Scrutiny Committee (JTC Overview and Scrutiny Committee)							
JTC OSC 2 (i)	1 October 2020	Non-key	JTC Overview and Scrutiny Committee	Our Region’s Bus Network This report is for information only.	None	Rachelle Forsyth-Ward, Strategic Transport Advisor,	Public

Reference Number	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
						Rachelle.forsyth-ward@northeastca.gov.uk	
JTC OSC 2 (ii) STANDING ITEM	1 October 2020	Non-key	JTC Overview and Scrutiny Committee	Joint Transport Committee Overview and Scrutiny Work Programme To receive the latest version of the annual work programme.	None	Gavin Armstrong Policy and Scrutiny Officer Gavin.armstrong@northeast.ca.gov.uk	Public
JTC OSC 2 (iii)	1 October 2020	Non-key	JTC Overview and Scrutiny Committee	Transport Plan Update The Committee is asked to note the report.	None	Philip Meikle Philip.meikle@nex.us.org.uk	Public
JTC OSC 3 (i)	26 October 2020	Key	JTC Overview and Scrutiny Committee	Budget Proposals The Committee is recommended to examine the initial budget and consultation proposals, and the additional information requested by the JTC, and make any observations or recommendations on these proposals, which will be considered by the JTC at its meeting on 17 November 2020	JTC Transport Budget and Levies 2020/21 - https://northeastca.gov.uk/wp-content/uploads/2020/01/JTC-21.1.2020-Public-Agenda-Pack.pdf	Eleanor Goodman, Eleanor.goodman@northeastca.gov.uk	Public
North East Joint Transport Committee Audit Committee (JTC Audit Committee)							
JTC AC 2 (i)	7 October 2020	Non-key	JTC Audit Committee	Joint Transport Committee Strategic Risk Register	None	Tracy Davis Senior Manager – Assurance	Public

Reference Number	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
				To consider and comment on the updated Strategic Risk Register for the Joint Transport Committee		Tracy.davis@sunderland.gov.uk	

Officer Delegated Decisions

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
DD 111 Economic Development and Regeneration UPDATED	30 June 2019	Non-Key	Monitoring Officer	Incubator Support Fund: Woods II Incubator To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the Incubator Support Fund application relating to the Woods II Incubator project.	Confidential LEP Technical Officer Group report Confidential LEP Investment Board report Confidential project business case and supporting documents Confidential project appraisal report	Ben McLaughlin Programme Support Officer 0191 3387446 ben.mclaughlin@nellep.co.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD114 Economic Development	9 September 2019	Non- Key	Monitoring Officer	Innovation Project Development Fund	Confidential project business case and supporting documents	Ben McLaughlin Programme Support Officer	Private – the report will contain

Reference Number and Thematic Area	Decision expected to be made on or within 60 days of	Decision Type: Key or Non-Key	Decision Maker	Details of Decision to be taken	Additional Documents for consideration	Contact Officer	Decision to be made in Public or Private (and relevant category of exemption)
and Regeneration NEW				<p>Centre for UK/Chinese Digital Business Development feasibility project</p> <p>To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the Innovation Project Development Fund application relating to the Centre for UK/Chinese Digital Business Development feasibility project.</p>	Confidential project appraisal report	0191 3387446 ben.mclaughlin@nelep.co.uk	“exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
Economic Development and Regeneration NEW	20 August 2019	Non- Key		<p>EZ Development Fund: Newcastle Airport Business Park Site A feasibility (Phase 1)</p> <p>To agree to the financial and legal matters associated with any North East LEP decision to award a grant from the EZ Development Fund (LGF) relating to the Newcastle Airport Business Park Site A feasibility (Phase 1) project.</p>	Confidential project business case and supporting documents Confidential project appraisal report	Ben McLaughlin Programme Support Officer 0191 5615446 ben.mclaughlin@nelep.co.uk	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)

Appendix Two

**Overview and Scrutiny Work Programme 2020/2021
 October 2020 – June 2021**

Standing Items for each Committee Meeting:

- Declaration of Interest
- Minutes of Previous Meeting
- NECA 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 Authority);
- b) Suggestions NECA Chief Officers; Martin Swales – Head of Paid Service, Nicola Robason – Deputy Monitoring Officer and John Hewitt – Chief Finance Officer / Paul Darby – Deputy Finance Officer
- c) The Budget and Policy Framework; Transport Plan and Strategic Economic Plan
- d) The Forward Plan;
- e) The Thematic Leads;
- f) Evidence for any policy review work of relevance to NECA

Items for future consideration (2020-2021)

Meeting Date	Subject
17 December 2020	<ul style="list-style-type: none"> • COVID 19 recovery update • Budget update report • Consider NECA budget proposals as part of consultation process • Devolution – Potential Impacts on NECA • Impact of Brexit on the North East • Regional Funding (incl. any continuity or replacement of the Shared Prosperity Fund)

Overview and Scrutiny Committee

25 March 2021	<ul style="list-style-type: none"> • COVID 19 recovery update and focused area TBC (eg job creation) • Digital Connectivity • Budget update report • NELEP – Local Industrial Strategy • NELEP - Strategic Economic Plan Yearly update/ LEP performance • Contract commissioning – assurance that significant NECA projects have appropriate contractual and project management controls to minimise risk of project overruns and delays
Date TBC	<ul style="list-style-type: none"> • Barriers to employment -Mental health provision impacting employment and accessibility. • Environmental Plan and the impact on the region

It should be noted that the work programme above 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.