

## Overview and Scrutiny Committee

Thursday 14 March 2019 at 10.00 am

Meeting to be held: Committee Room, Civic Centre, Burdon Rd, Sunderland, SR2 7DN

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## AGENDA

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Page No

1. **Apologies for Absence**

2. **Declarations of Interest**

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

3. **Minutes and Notes of Previous Meetings**

- |     |                                                          |                |
|-----|----------------------------------------------------------|----------------|
| (a) | <b>Minutes of meeting held 15 March 2018</b>             | <b>1 - 6</b>   |
| (b) | <b>Notes of inquorate meeting held 16 July 2018</b>      | <b>7 - 14</b>  |
| (c) | <b>Notes of inquorate meeting held 20 September 2018</b> | <b>15 - 20</b> |
| (d) | <b>Notes of inquorate meeting held 20 December 2018</b>  | <b>21 - 26</b> |

4. **Review of decision-making following governance changes** **27 - 42**

5. **Strategic Economic Plan yearly update** **43 - 52**

6. **NECA Forward Plan and Scrutiny Work Programme** **53 - 76**

7. **Date and Time of the Next Meeting**

To be confirmed at the Annual Meeting

**8. Exclusion of Press and Public**

Under section 100A and Schedule 12A Local Government Act 1972 because exempt information is likely to be disclosed and the public interest test against disclosure is satisfied.

**9. Confidential Minutes and Notes of Previous Meetings**

- |     |                                                                       |                |
|-----|-----------------------------------------------------------------------|----------------|
| (a) | <b>Confidential minutes of meeting held 15 March 2018</b>             | <b>77 - 78</b> |
| (b) | <b>Confidential notes of inquorate meeting held 20 September 2018</b> | <b>79 - 80</b> |

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**To All Members**

## Overview and Scrutiny Committee

### DRAFT MINUTES TO BE APPROVED

15 March 2018

(10.00 am - 12.30 pm)

Meeting held County Hall, Durham, County Durham, DH1 5UL

#### Present:

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

Councillors: R Crute, J Eagle, N Weatherley, S Graham, R Dodd, B Flux,  
J Amar, W Flynn, N Wright, D Snowdon, M Clarke and G Stone

#### 32 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Patterson (Durham), Glindon (North Tyneside) and Lower (Newcastle).

#### 33 DECLARATIONS OF INTEREST

Councillor Eagle declared an interest as an employee of Nexus and informed Committee that dispensation had been granted for him to take part in discussions of transport related items but he would not be voting in decision making.

#### 34 MINUTES OF 13 SEPTEMBER 2017

The minutes of the meeting held on 13 September 2017 were agreed as a correct record and signed by the Chair.

#### 35 NOTES OF INQUORATE MEETING 14 DECEMBER 2017

The notes of the inquorate meeting held on 14 December 2017 were confirmed as a correct record.

#### 36 NOTES OF INQUORATE MEETING 5 FEBRUARY 2018

The notes of the inquorate meeting held on 5 February 2018 were confirmed as a correct record.

## Matters arising

### Minute 30 – NECA Forward Plan and Work Programme

Peter Judge (Monitoring Officer) and Helen Golightly (Head of Paid Service) provided an update on recent developments with the North of Tyne Devolution proposals.

The Committee were advised that the consultation period had ended and that the majority of respondents had been in favour of the creation of a North of Tyne Mayoral Combined Authority. A first draft of the Order to create the new Combined Authority had been received – slightly later than anticipated – and had been reviewed by officers, with a report going to the Leadership Board on 20 March 2018. A number of amendments to the draft Order had been proposed by officers. An extraordinary meeting of the Leadership Board would be required once the amended Order was received - it was anticipated that this may need to be held during the pre-election period, but legal officers had reviewed the situation and were satisfied that a decision over whether or not to proceed could be taken during that time. If the Leadership Board agreed to proceed it was proposed that the Order would commence at the beginning of a financial quarter, meaning either 1 July 2018 or 1 October 2018.

In discussion the following points were raised.

- Concerns were raised about the questions used in the consultation – both in terms of the wording, which Members felt only allowed for a positive response, and the lack of a question about having a Mayor – and it was queried whether the questions had been written by Government.

Officers advised that they believed the questions to have been written by the North of Tyne authorities, but that Government had been given an opportunity to comment upon them. Members requested that clarity be sought on this point and it was agreed that officers would write to the North of Tyne Authorities to seek confirmation on who had drafted the questions used in the consultation, and what involvement Government had had in the process.

- It was noted that other areas were making progress in establishing Mayoral combined authorities, including one to cover the whole of Yorkshire, and that failure to agree on a way forward within NECA may result in the interests of the region being held back.
- A Member queried whether there may be constitutional issues going forward for non-Mayoral combined authorities. Officers advised that current legislation was neutral in terms of Mayoral and non-Mayoral combined authorities.

**RESOLVED:** That officers would write to the North of Tyne authorities to seek clarification on who had drafted the questions used in the consultation, and what involvement Government had had in the process.

## 37 THEMATIC LEAD UPDATE REPORT FOR EMPLOYABILITY AND INCLUSION

Submitted: Report of Thematic Lead for Employability and Skills and Skills Director North East LEP (previously circulated and copy attached to the Official Minutes).

Councillor Jackson (Thematic Lead for Employability and Skills) introduced the report which provided an update on progress being made in delivering the Employability and Inclusion and Skills themes of the Strategic Economic Plan (SEP) for the North East. Councillor Jackson advised the Committee that the North East economy continued to be characterised by low pay and low skill employment, and that in order to improve living standards it would be necessary to increase productivity which in turn meant increasing skills levels. Major employers were keen to move into the region, or to expand within the region, but in order to do so they needed to have access to a highly skilled workforce.

Ryan Gibson (Facilitator for the Career Benchmarks Pilot) gave a presentation providing members with an overview and update on the Skills programme and the five areas of focus in addressing Skills Challenges.

In response to comments, questions and points raised by Members the following was noted:

1. There were two benchmarks within the North East Ambition programme that were focussed on meaningful encounters with employers and workplaces, and the Enterprise Advisors programme provided an additional link to employers. Work had been taking place to recruit employers to work with schools, and officers had found that employers were very keen to engage. The involvement of senior staff within schools was considered to be vital to the success of the programme as it had been shown to rapidly increase the rate of progress. It was advised that the 'Careers Leader' within schools should always be a senior staff member.
2. In response to a question from members about provision for young people who were not academically inclined, officers advised that the pilot for the North East Ambition Programme had involved a pupil referral unit and special needs schools. Relationships were established with colleges that allowed these students to see a clear path to progression, and there had been a reduction in the number of young people not in education, employment or training (NEET) which could be partially attributed to this. Regular contact with employers and provision of training was also considered to be important.
3. The 'Bring it On' exhibition held at the Stadium of Light in 2017, which had been interactive and had showcased opportunities for young people in engineering, had been a big success. It has been partially funded by the LEP and a second event was to be held at the Beacon of Light in October 2018. Other sectors were interested in replicating the 'Bring it On' approach.
4. Whilst it was not possible to make changes to the national curriculum, it may be possible to influence what was taught in classrooms in terms of skill development and project based learning.

5. In response to concerns about European Social Fund (ESF) funding coming to an end and queries as to what risk mitigation was to be put in place, officers advised that ESF was not the only source of funding and that resources and expertise could be pooled. Government had promised that EU funding would be replaced but details around this had not yet been announced. It was proposed that a case should be made for the North East to have control over its share of funding.
6. There was no commitment made by employers to providing for employment for young people through the North East Ambition programme, only to provision of support and guidance. It was suggested that a guaranteed interview would be a fantastic outcome and a great next step to aim for.
7. One of the benchmarks within the North East Ambition programme related to tackling gender stereotyping and activities took place within schools to challenge stereotypes. An event was to take place for young women to meet females already working in engineering and science.

**RESOLVED** – That the Overview and Scrutiny Committee noted the contents of the report.

## 38 **DURHAM YOUTH EMPLOYMENT INITIATIVE**

Submitted: Report of Strategic Lead: Progression and Learning Durham County Council (previously circulated and copy attached to the Official Minutes).

Linda Bailey (Strategic Lead Progression and Learning, Durham County Council) presented the report which provided members with information about the DurhamWorks Youth Employment Initiative (YEI) Programme.

In response to comments, questions and points raised by Members the following was noted:

1. Members expressed concern about the lack of desire from some young people to engage in further activities to develop employability skills and asked what could be done to address this.

Officers advised that the most disadvantaged young people had been targeted for this programme, and that many of them had previously been mandated by the Job Centre which had resulted in them developing a negative view of 'employability skills', and that it could be challenging to persuade them of the potential benefits. It helped if young people were able to clearly see the end results and were offered activities which were less formal in nature and/or helped them to develop work-related skills.

2. Information was collected about the number of young people who had gained employment, but progression would not be reported until the end of the programme as officers did not want to give up on anyone in the meantime. The service was individualised and based on need.

3. If and when funding for the programme ended the branding would remain, and the collaborative working relationships and networks established through the programme would continue.
4. National evaluation would take place six months after completion of the programme, and this could be used to compare results with other YEI areas. However it would take at least a year after the end of the initiative to understand the full outcome. The programme is being evaluated at a local level on a quarterly basis and this evaluation is looking at all aspects of the model and its' delivery. Once the programme ends, it is intended that a review of the younger cohort would take place within 6-12 months.

**RESOLVED – That:**

- i. The report be received and comments noted.
- ii. Further progress reports on the delivery of the DurhamWorks Programme to be brought to future meetings of the Committee, as appropriate.

**39 NECA DECISION MAKING PROTOCOL**

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

Nicola Laverick (Policy and Scrutiny Officer) and Peter Judge (Monitoring Officer) presented the report which outlined the Decision Making Protocol for the Overview and Scrutiny Committee. Nicola reminded members that this item had previously been discussed by the Committee and had been shared with members and Scrutiny Officers from the constituent authorities for comment, and drew attention to the summary of feedback received in paragraph 1.6.

**RESOLVED – That:**

- i. The comments received from Scrutiny Officers regarding the protocol be noted.
- ii. The draft Decision Making Protocol be agreed and Leadership Board invited to consent to the Protocol.
- iii. The Monitoring Officer and Policy and Scrutiny Officer be instructed to implement the Protocol and to provide advice and guidance to officers regarding the Protocol and the required standards.

**40 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED –** That by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 press and public be excluded from the meeting during the consideration of agenda item 8 (Tyne Pedestrian and Cyclist Tunnels) because exempt information was likely to be disclosed and the public interest test against the disclosure was satisfied.

## 42 **NECA FORWARD PLAN AND SCRUTINY WORK PROGRAMME**

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

Nicola Laverick (Policy and Scrutiny 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 2018/19.

In response to comments, questions and points raised by members the following was noted:

1. Members asked to have a report brought back to Committee on all major projects being carried out by or on behalf of the NECA so that members could identify any they may wish to add to their work programme for more detailed consideration.
2. Members requested that they receive details about the joint arrangements for governance and delivery of transport functions between the NECA and the NTCA going forward.

**RESOLVED** – That:

- i. A report be brought back to the next meeting detailing all of the major projects being carried out by or on behalf of the NECA.
- ii. The Committee to receive details about the joint arrangements for governance and delivery of transport functions between the NECA and the NTCA going forward as they become available.

## 43 **DATE AND TIME OF THE NEXT MEETING**

Provisional date (subject to confirmation at the Annual Meeting):

Monday 16 July 2018 at 10.00am.



## Overview and Scrutiny Committee

### DRAFT NOTES OF INQUORATE MEETING TO BE APPROVED

16 July 2018

(10.02 - 11.58 am)

Meeting held Committee Room, County Hall Durham, County Durham DH1 5UQ

#### Present:

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

Councillors: J Eagle, S Graham, R Dodd, G Kilgour, D Snowdon, P Hunt and A Ellison

#### 1 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Crute (Durham), Patterson (Durham), Lower (Newcastle), Glindon (North Tyneside) and Flynn (South Tyneside).

The Chair confirmed that the meeting was not quorate and that any decisions taken would therefore be ratified at the next meeting.

#### 2 DECLARATIONS OF INTEREST

Councillor Eagle declared an interest as an employee of Nexus and informed Committee that dispensation had been granted for him to take part in discussions of transport related items but that he would not be voting in decision making.

#### 3 MINUTES OF THE PREVIOUS MEETING HELD ON 15 MARCH 2018

The Committee reviewed the minutes of the previous meeting held on 15 March 2018 and those present agreed their accuracy.

**RECOMMENDED** – That the minutes be formally approved at the next meeting of the Committee.

#### Matters arising:

##### Minute 36 – Minutes of Inquorate Meeting 5 February 2018

Helen Golightly, Head of Paid Service, gave a verbal update on recent developments with North of Tyne Devolution proposals.

The Committee were advised that the Leadership Board had met on 26 April to consider a report on devolution and had approved recommendations to enable and allow the three North of Tyne authorities to set up a Mayoral Combined Authority, to

amend the boundaries of NECA so as to remove the North of Tyne local authority areas, and to set up Joint Transport Committee. Since then a Deed of Cooperation had been developed and signed by all seven authorities. Within the previous few days an updated draft of the Order had been released by Government, and once all seven authorities were comfortable with it the Secretary of State would be notified and formal consent to the Order given. The aim was for this to take place before the summer parliamentary recess. Set up of the new arrangements was likely to take place in September, but this could not be confirmed. Until such time as the new Order came into effect the Committee would continue as usual.

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## **THEMATIC LEAD UPDATE REPORT FOR ECONOMIC DEVELOPMENT AND REGENERATION**

Submitted: Report of Thematic Lead for Economic Development and Regeneration (previously circulated and copy attached to Official Minutes).

Councillor Iain Malcolm (Thematic Lead for Economic Development and Regeneration) introduced the report which provided an update on the work of the Economic Development and Regeneration Advisory Board (EDRAB) over the 2017/18 municipal year and an overview of the Department of International Trade activities delivered by the North East England Chamber of Commerce (NEECC). The report also provided an updated on the work of Invest North East England (INEE) and the Committee were advised that there was a commitment to keep this going after the creation of the North of Tyne Combined Authority.

Julie Underwood (International Trade Director, North East England Chamber of Commerce) presented an update on the delivery Department for International Trade (DTI) activities by the NEECC, including the delivery structure and activities and examples of export wins by local authority areas.

Guy Currey (Director, Invest North East England) presented an update on inward investment activities and an overview of the model of operation used by INEE.

In response to comments, questions and points raised by Members the following was noted:

- In response to questions from Members about the accuracy of job creation figures, officers advised that business parks were planned with a certain floorspace capacity in mind which in turn informed the projected figures for job creation within them. The approach taken by INEE in calculating job creation from inward investment project wins was to take figures directly from companies' announcements as to the numbers created over the next three-year period. This was in line with Department of International Trade methodology. It was not an exact science and there could be no certainty on the exact number of jobs created. It was highlighted that money from the public purse did not go to fund new business parks if they were just displacing jobs from elsewhere, it was a requirement that there must be new jobs created and robust evidence of this had to be provided. Retail figures were not included.

- It was important to engage with young people before the age of 16 in order to steer education and career choices, and within South Tyneside universities and colleges were engaging with primary and secondary schools around this. It was suggested that the success of this approach should be monitored and considered for wider implementation in the region.
- The USA was the number one export market for the North East, followed closely by Germany. The major exports to the USA were goods and services. Overall, 62% of goods exported from the region went to the EU. It was highlighted that Nissan exports were not included in the figures quoted as they were covered by data published by HMRC.
- The UK Shared Prosperity Fund would be an important source of funding for the region going forward and lobbying around allocation would continue with Government and with regional MPs. There was the possibility of a Cabinet meeting being held in the region later in the month and this would provide an additional opportunity. A Government consultation was expected in the Autumn, and it would continue to be a key issue on EDRAB's work programme over the following year. It was noted that it was not yet possible to predict the final outcome of Brexit, but that there would be opportunities as well as challenges and it was important to be open-minded about this.

Members queried whether the region should be aiming for more in terms of what it got back from the EU in light of the trade deficit. Councillor Malcolm advised that it was always wise to ask for more but that there was no guarantee the Government would listen. It was also highlighted that while North East exports were currently higher than imports the gap was closing, and that this presented a challenge in terms of negotiations. The Committee were advised that cross-party support for the negotiations would be welcomed.

- The original Strategic Economic Plan (SEP) target for jobs was to create an additional 100,000 jobs, 60 per cent of which would be 'better' jobs. Those targets were reviewed in 2016/17. Given the uncertainty around Brexit it was decided not to change the target for job creation, but the target for 'better' jobs was increased to 70 per cent.
- The biggest challenge to productivity in the region was the skills gap. Businesses looking to relocate needed to have confidence that the right skills were available to meet their needs. It was also important to make sure that transport connectivity was in place to enable people to get to where the jobs were, as was happening with the International Advanced Manufacturing Park (IAMP). Employers based on the IAMP would also be encouraged to offer skills training in local areas, demonstrating to job seekers that there were opportunities available to them. The Committee were advised that the four business opportunity areas outlined in the SEP were chosen specifically because of their potential to help close the productivity gap.
- Members expressed concern that a reduction in the number of skilled people migrating to the UK could result in the North East losing talented people to London to replace them. Officers advised that there were a large number of

people studying in the region and that it was important to try to retain those graduates. The region was already able to offer high quality living conditions, but also needed to have high level jobs for graduates to move into.

**RECOMMENDED** – That the Overview and Scrutiny Committee noted the contents of the report.

## 5 **DIGITAL CONNECTIVITY UPDATE REPORT**

Submitted: Report of Chair NECA Digital Leads (previously circulated and copy attached to Official Minutes).

Steve Smith (Chair of the NECA Digital Leads Group) presented the report which provided an update on the Digital Connectivity workstream including work to increase the availability of superfast broadband as part of the BDUK national programme and work to ensure that the region was well placed to be able to access future digital connectivity such as full fibre, 5G and the Internet of Things.

The Committee were advised that there were difficulties in achieving full coverage of superfast broadband in the region. In part this was due to cost, as there was a cap on the level of public subsidy permitted in areas that fell outside of the national State Aid umbrella. There were also issues with the installation of full fibre connections, recommended by Government as the best long-term solution, as it was very difficult to retrofit and developers could not be forced to install full fibre connection in new developments at the construction stage.

A number of bids were in development for the next wave of the Department for Digital, Culture, Media and Sport (DCMS) Local Full Fibre Networks (LFFN) funding, and local authorities were sharing thinking on this in order to ensure that the bids submitted from within the NECA area were complementary.

Alan Welby (Innovation Director, North East LEP) gave an update on development, testing and future rollout of 5G infrastructure.

In response to comments, questions and points raised by Members the following was noted:

- Officers were not able to advise on the figures for full fibre connection in new developments within specific local authorities, as they only had access to the regional figure. As a region the North East had the lowest level of full fibre infrastructure installed in new developments in 2017.
- Members queried why there was reluctance from developers to provide full fibre connectivity in new homes. Officers advised that an example of a reason given by a developer was that having a box with flashing lights in the living room would spoil the look of the home and be off-putting to buyers. Homes could be retrofitted but the cost of this was in the region of £8-£30 per house. Many developers thought this too expensive and refused to bear the cost.
- Lobbying was taking place to make changes to the National Planning Policy Framework to make it a condition that full fibre broadband was installed at the

construction phase – Government needed to have clear evidence of the need to make it a condition within the Framework and there had been pushback from developers on the importance of broadband connection compared to water, gas and electricity. In the meantime a lot of work was taking place to explore what could be done through regional local plans.

- For rural areas where fibre connections could prove to be very difficult and expensive to install there had been some success with deployment of satellite or wireless connections. The drawbacks of this were that while 4G connections could be fast they were short range, and that it was not seen as being an equitable product as the cost per month was much higher than for a fibre connection.
- In response to a question about conversion from superfast to ultrafast broadband, officers advised that Full Fibre to Cabinet (FFTC) solutions could be easily converted and could be done on a wholly commercial basis by the operator but would be short range and only properties within 300-350 metres of the cabinet would benefit. In order to change to a Full Fibre to Premises (FFTP) connection there would be significant additional cost and logistical difficulties as new cabling would need to be installed all the way to each individual property.
- Members expressed concern that isolated communities often housed some of the most vulnerable residents and that it was worrying that their ability to connect to superfast broadband seemed to rely on the whim of a developer. Officers advised that any support the Committee could provide in lobbying developers to provide connection would be welcomed.
- Members highlighted that lack of connectivity or poor connectivity would be detrimental to economic development.
- 5G would be a step-change in terms of multi-channel, ultra-fast mobile and wireless technology which would be able to handle data quicker and with faster reaction times and could transform how people interact. It would enable machine to machine communication which would in turn allow technology such as automated cars to operate. It would also be a secure way of transferring information. NECA was making a bid for funding under the DCMS 5G Testbeds and Trials programme.

Members queried whether 5G could be used to provide assistive technology for the frail and elderly. Officers advised that there were opportunities using 5G to develop and install machines that could monitor and assist and could alert the authorities to any abnormalities in a person's daily routine.

**RECOMMENDED** – That the Overview and Scrutiny Committee noted the contents of the report.

## 6

### **NECA FORWARD PLAN AND SCRUTINY WORK PROGRAMME**

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

Nicola Laverick (Policy and Scrutiny 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 2018/2019.

The Committee's attention was also drawn to a review of the 2017-2018 work programme and of decision making over the previous 12 months. Members were advised that there had been a large number of late requests for items to be added to the Forward Plan, and in order to address this the procedures for amendment and addition to the Forward Plan had been tightened and a Notice of General Exception established in accordance with the Decision Making Protocol.

The Committee were advised that the Decision Making Protocol had been approved by the Leadership Board and that training was to be provided for officers to ensure that it was understood.

In response to comments, questions and points raised by members the following was noted:

- It was highlighted that the work of the Committee should be driven by its Members, and as such Members were encouraged to submit any suggestions for additions to the work programme.
- Members agreed that they would like to look more closely at the issue of digital connectivity, particularly for social housing. It was agreed that this should be added to the work programme and a more in-depth report requested, and that Members should also review the position within their own local authorities in advance of further discussion by the Committee.

**RECOMMENDED – That:**

- i. The Forward Plan, Work Programme 2018/2019 and NECA Decision Making Annual Report be received and comments noted.
- ii. The changes made to the Decision Making Protocol that was approved by the North East Leadership Board on 19 June 2018 be noted.
- i. A review of Digital Connectivity, with a particular focus on social housing, be added to the work programme at an appropriate time and a more in depth report requested to support this.
- iii. Members to review their own authorities position with regards to Digital Connectivity in advance of further discussion by the Committee.

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**DATE AND TIME OF THE NEXT MEETING**

Thursday 20 September 2018 at 10.00am.

8 **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** – That by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 press and public be excluded from the meeting during the consideration of agenda item 9 (Confidential minutes of the previous meeting held on 15 March 2018) because exempt information was likely to be disclosed and the public interest test against the disclosure was satisfied.

9 **CONFIDENTIAL MINUTES OF THE PREVIOUS MEETING HELD ON 15 MARCH 2018**

It was agreed that a review of the accuracy of the confidential minutes and discussion of any matters arising should be deferred to the next quorate meeting of the Committee.

**RECOMMENDED** – That the confidential minutes of the previous meeting be considered at the next quorate meeting of the Committee.

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## Overview and Scrutiny Committee

### DRAFT NOTES OF INQUORATE MEETING TO BE APPROVED

20 September 2018

(10.06 am - 12.06 pm)

Meeting held Committee Room, Gateshead Civic Centre, Regent Street, Gateshead, NE8 1HH

#### Present:

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

Councillors: J Eagle, R Glindon, S Graham, G Kilgour, D Snowdon, P Hunt, M Clarke, G Stone and A Ellison

#### 10 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Crute (Durham), Patterson (Durham), Lower (Newcastle) and Flynn (South Tyneside).

The Chair confirmed that the meeting was not quorate and that any decisions taken would therefore be ratified at the next meeting.

#### 11 DECLARATIONS OF INTEREST

Councillor Eagle declared an interest as an employee of Nexus and informed Committee that dispensation had been granted for him to take part in discussions of transport related items but that he would not be voting in decision making.

#### 12 MINUTES OF MEETING HELD ON 15 MARCH 2018

The Committee reviewed the minutes of the previous meeting held on 15 March 2018 and those present agreed their accuracy.

**RECOMMENDED** – That the minutes be formally approved at the next meeting of the Committee.

#### 13 NOTES OF INQUORATE MEETING HELD ON 16 JULY 2018

The Committee reviewed the notes of the inquorate meeting held on 16 July 2018 and those present agreed their accuracy subject to the following amendment: That Councillor Glindon be recorded as having submitted his apologies for the meeting.

**RECOMMENDED** – That the notes be formally approved at the next meeting of the Committee.

## 14 **MONITORING NEXUS' PERFORMANCE**

Submitted: Report of Managing Director Transport Operations (previously circulated and copy attached to Official Minutes).

Tobyn Hughes (Managing Director Transport Operations) presented the report which provided a summary review of Nexus' performance against its Corporate Business Plan targets and objectives for 2017/18.

Officers advised that whilst there were continuing challenges in maintaining the ageing Metro fleet there had also been significant improvements in performance within recent months as reflected in the performance against key objectives outlined in paragraph 1.2 of the report.

Attention was drawn to the notable aspects set out in paragraph 1.3 of the report and the following key points were highlighted. The names of the companies bidding to deliver the new Metro fleet were now known. Metro Operations had been successfully handed back to Nexus – it was a transitional process, but significant progress had been made and it was proving to be beneficial in delivering a more integrated public transport service to passengers as all staff were now working to the same objectives. Uptake of the Pop Blue card had been very good with 4,000 card holders currently. Work was underway to target marketing of the card at the next generation of sixth formers and college students. Development of the Learning Centre in South Shields provided an opportunity to change the organisations approach to learning and development. It also allowed an opportunity to use the new shed to operate early morning trains from South Shields without first having to bring them over the river from Gosforth, which would be of major benefit to customers and to the economy. It was anticipated that the new Metro and bus Interchange in South Shields would transform the passenger experience, especially on Great North Run day.

In discussion the following key points were noted.

- The Killingworth Road Bridge Renewal and Highway Improvement Scheme had provided a good opportunity to refurbish the Metro bridge and to remove a pinch point for traffic underneath the bridge. The work to replace the bridge had gone well and was completed on time, which marked the end of Nexus' involvement. The work to widen the road below was the responsibility of Newcastle City Council as the highways authority. Newcastle City Council had advised that gas works were ongoing and were anticipated to be completed by the end of October. It was expected that the road could then be reopened by the first quarter of 2019.
- There were 90 Metro cars in the current fleet. The intention was to replace these with 42 new longer cars, however these would be more reliable and would require much less maintenance and so there would be no need to have as many spares.

- The old Metro trains had no significant financial value due to their condition, the fact that they were bespoke to the Metro system and could not be used elsewhere, and because component parts were expensive to replace. Some of the old trains were earmarked to be given to heritage organisations, and it was anticipated that there may be bids made by museums for others. The remainder were likely to go for scrap. The winner of the bid to produce the new trains would be responsible for maintenance of the current fleet until it was replaced, and so would have made the final decision about what would happen to the remaining old trains.
- There was a 'drop dead date' by which the new trains were required to be delivered. It would be for the successful bidder to determine the speed of introduction of the new trains up to that point, although they would be incentivised to do so as quickly as possible.
- There had been a lot of feedback from members about wanting to ensure that the local labour market was exploited to produce the new Metro trains. It was not possible to specify that the trains must be built in the region, however bidders were required to demonstrate that they would work with the local supply chain and also that they would minimise their carbon footprint, which should reduce shipping of parts from other countries and increase local opportunities.
- Defibrillators had been installed at Haymarket, Monument and Gateshead Metro stations, and the aspiration was to have them installed in as many stations as possible. The defibrillators needed to be regularly checked and maintained – Nexus were exploring the option of local community groups taking on responsibility for this and welcomed any offers of support in this regard. It was suggested that the construction of the new interchange in South Shields provided an ideal opportunity to install one there.
- The Pop Card could now be used to pay for journeys made using the Metro, ferry and bus network. A scheme was being developed by Transport for the North (TfN) to introduce contactless payment on public transport across the whole of the North, and work on this was ongoing. Nexus were making efforts to keep up to date with new technology and were currently working with local and multinational firms to embed the Pop card on smartphones. This was in the process of being trialled with a limited initial roll-out planned for the new year.
- The levy received by Nexus from local authorities had been under significant pressure, being either reduced or frozen each year, since 2012. As a result, there had been an agreed strategy for Nexus to use reserves to plug the gap and to keep frontline services operating. Work had been carried out to try to reduce the budget pressures, including a review of procurement and a staffing restructure. This, in conjunction with a recent pension re-evaluation, meant that it had been possible to protect frontline services without the need to use reserves.
- Following the failure to proceed with the Quality Contract Scheme no new bus strategy had been agreed, although work had been undertaken to

develop one. There would be an opportunity once new governance structures were in place to review and refresh all transport policies. There had not yet been a need to withdraw any of the secured bus services, but the decline in passenger numbers had accelerated and so the need to act had increased.

- The Managing Director Transport Operations had regular one to one's with the Portfolio holder for Transport and Digital Connectivity, providing an opportunity to keep the Portfolio holder informed and for them to be able to advise and guide how matters were progressed.
- Nexus was required by legislation to have a Director General and at least three non-elected Board members, and to have a section 151 officer. It was overseen by the NECA, which held the responsibilities that previously fell to the Integrated Transport Authority (ITA). Political accountability was required, and this function was carried out by the Transport North East (Tyne and Wear) Sub-Committee on behalf of the NECA although some matters were reserved for consideration by the Leadership Board. Some functions were delegated to the Senior Leadership Team by the Leadership Board or by the Local Transport Act. Nexus was independently audited. It no longer had an Executive Board as this was dissolved upon the creation of the NECA.
- The measurement of punctuality used by Nexus for the Metro was different to that used by Network Rail and so it was not possible to directly compare the two.
- Go North East and Stagecoach both offered a £1 single ticket for young people, and the Pop Blue card could be used to pay for that. However, there was no daily cap on bus fees as there was for Metro fees.

The Chair congratulated Nexus officers on their efforts and thanked them for the report.

**RECOMMENDED** – That the report be received and comments noted.

[Councillor Hunt left the meeting at this point]

## 15 **NECA FORWARD PLAN AND SCRUTINY WORK PROGRAMME**

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

Nicola Laverick (Policy and Scrutiny Officer) presented the report which provided Members with an opportunity to consider the items on the Forward Plan for the current 28-day period, to discuss items for the work Programme for 2018/19 and to review items considered as part of the NECA Decision Making process.

Officers advised that there had been positive feedback about the Decision Making Protocol and that it seemed to be working well. An update was provided on requests for decisions to be made using the Special Urgency and General Exception provisions since the last meeting.

Members were informed that the Centre for Public Scrutiny (CfPS) had been commissioned to draft parts of new statutory guidance on overview and scrutiny in local government that was to be published by the Government in December 2018. CfPS were seeking feedback on the content of the guidance in advance of this. Officers advised that this would be dealt with by each local authority individually and that it was not believed that NECA could add any value over and above what had already been submitted to the process.

In discussion the following key points were noted.

- It was felt that a seminar session for Members on new governance arrangements would be helpful.
- Members expressed an interest in holding a workshop or half-day session to look in more detail at various elements of the work carried out by Nexus.

The Chair expressed his thanks to the officers who supported the Overview and Scrutiny Committee, which he felt was operating effectively.

**RECOMMENDED** – That the Forward Plan and Work Programme for 2018/19 be received and comments noted.

#### 16 **DATE AND TIME OF THE NEXT MEETING**

Thursday 20 December 2018 at 10.00am.

#### 17 **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** – that by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 press and public be excluded from the meeting during the consideration of agenda items 8 and 9 (Confidential minutes of meeting held on 15 March 2018 and Major Projects Report) because exempt information was likely to be disclosed and the public interest test against disclosure was satisfied.

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## Overview and Scrutiny Committee

### DRAFT NOTES OF INQUORATE MEETING TO BE APPROVED

20 December 2018

(10.02 - 11.32 am)

Meeting held Committee Room, Town Hall, Westoe Road, South Shields, NE33 2RL

#### Present:

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

Councillors: J Wallace, W Flynn, D Snowdon, M Clarke and P Wood

#### 20 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Patterson (Durham), Crute (Durham), Eagle (Gateshead), Kilgour (South Tyneside) and Oliver (Sunderland).

The Chair noted that the meeting was not quorate, and that as such the Committee would not be able to make any decisions, but that it could comment on the reports and make recommendations.

It was agreed to defer consideration of the minutes of previous meetings to the next meeting, and to amend the order of the agenda to take item 5 (Budget Proposals 2019/20) before item 4 (Governance Changes and Overview and Scrutiny Arrangements).

#### 21 DECLARATIONS OF INTEREST

None.

#### 22 MINUTES OF MEETING HELD ON 15 MARCH 2018

Consideration of this item was deferred to the next meeting.

#### 23 NOTES OF INQUORATE MEETING HELD ON 16 JULY 2018

Consideration of this item was deferred to the next meeting.

#### 24 MINUTES OF MEETING HELD ON 20 SEPTEMBER 2018

Consideration of this item was deferred to the next meeting.

## 25 BUDGET PROPOSALS 2019/20

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

Paul Woods (Chief Finance Officer) presented the report which sought the views of the Overview and Scrutiny Committee on the proposals for the setting of the 2019/20 NECA Budget.

In response to comments, questions and points raised by Members the following was noted:

1. There were no proposals to remove tolls from the Tyne Tunnel, as had recently been announced for the Severn Bridge. An economic case would need to be made to justify the removal of tolls, and there would then be a question about who would take on the cost of annual maintenance. The current position was that the people who chose to use the Tunnel, and benefited from it, should be the ones to pay.

TT2 had a 30-year concession to operate the Tyne Tunnels, and received a share of the income from tolls to cover the construction costs of the second tunnel. If tolls were abandoned compensation would have to be paid to TT2 to replace this.

Members were advised that the North East Joint Transport Committee Tyne and Wear Sub-Committee would be looking at whether tolling arrangements for the Tunnel could be made easier, for example by having no barriers or cash payments but instead using number plate recognition. If this was to be implemented a decision would be required about how much the penalty for non-payment should be and it was noted that very clear signage would be put in place to advise users of the options and timescales for payment and of penalty charges for non-payment.

2. The Transport Levy was split in three (Durham, Northumberland and Tyne and Wear) to reflect the difference in costs between urban and rural areas – and within Tyne and Wear distribution was based on population – but contributions to support the North East LEP, the Invest North East England team and the corporate costs of NECA were split evenly between the constituent authorities. This approach was agreed by the Leadership Board when NECA was first created to reflect that all constituent authorities had an equal vote and equal representation.
3. The cost of Concessionary travel was not within NECA's control – there was a statutory obligation to refund operators for the cost of the Scheme. Over the previous 12 months reduced usage had resulted in some savings in the cost of concessionary fares, and smart data had enabled the negotiation of better deals with operators with multi-year settlements and fixed costs.
4. When the Government raised the age at which women were entitled to receive the State Pension this had a knock-on effect on eligibility for concessionary travel. At the time Nexus and the Tyne and Wear Sub-Committee considered



whether an interim arrangement could be put in place within Tyne and Wear to mitigate against this, but it would have resulted in increased budget costs and as there had been no appetite for increased contributions from the constituent authorities the only other option would have been to look at reducing other services.

It was something that could be considered again in future by the Tyne and Wear Sub-Committee, with the North East Joint Transport Committee making any decision about whether to implement such a scheme. If it was to cover all seven authorities Durham and Northumberland would need to agree.

It was noted that a Scrutiny working group could be established to carry out an in-depth review of concessionary fares, but that it may be an item better suited for the Joint Transport Overview and Scrutiny Committee to consider.

5. Members suggested that there should be substantial monitoring of the Metro replacement project to ensure that it stayed on schedule, following previous issues with other major projects such as the Tyne Pedestrian and Cyclist Tunnel. It was noted that the aim would not be to criticise Nexus but to support them in delivering the project.
6. Members were advised that work was ongoing to investigate the possibility of extending the Metro system, and what bids for could be made for money to support that. A bid was also to be submitted by the North East Joint Transport Committee for over £200m from the Transforming Cities Fund and a report setting out the details of that would be available in January.

The Chair thanked Paul Woods for the report.

**RECOMMENDED – That:**

- i. The report be received, and comments noted.
- ii. The Joint Transport Committee Overview and Scrutiny Committee be asked to consider carrying out an in-depth review of concessionary fares.

**26 GOVERNANCE CHANGES AND OVERVIEW AND SCRUTINY ARRANGEMENTS**

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

Peter Judge (Monitoring Officer) and Nicola Laverick (Policy and Scrutiny Officer) presented the report which provided an update on recent governance changes and sought Members' views on Overview and Scrutiny arrangements moving forward.

In response to comments, questions and points raised by Members the following was noted:

1. It was suggested that there should be a review and refresh of the Decision-Making Protocol to clarify the relationship between the Overview and Scrutiny

Committees of the NECA and the Joint Transport Committee, and that this should be an item for consideration at the next meeting.

2. Members were reminded it had previously been agreed that a workshop would be set up once membership of the reformed NECA had been confirmed which would focus on transport issues and the new governance arrangements. It was suggested that the invitation to attend this be opened up to all members of NECA committees.
3. Members were reminded to let officers know if they had any concerns about decisions that were being made, either by a Committee or under Delegation.
4. Whether or not to call-in a decision was a matter for individual Members to determine. If a decision was called-in the Call-In Sub-Committee would meet to determine whether or not to recommend that the decision be reviewed by the decision-maker. The Call-In Sub-Committee would be comprised of a panel of four Overview and Scrutiny Committee members and would be required to meet within a period not exceeding 14 days of the request to call-in the decision.

The call-in procedure had been discussed and agreed by the Overview and Scrutiny Committee prior to the appointment of the Independent Chair and Vice-Chair, with the aim of expediting the process to avoid unnecessary delays in implementation of decisions.

**RECOMMENDED – That:**

- i. The report be received, and comments noted.
- ii. The update to the NECA website regarding special notice provisions be noted.
- iii. The draft Overview and Scrutiny report template be approved.
- iv. A workshop be arranged for Members of all NECA committees to focus on transport issues and new governance arrangements.

**27 NECA FORWARD PLAN AND SCRUTINY WORK PROGRAMME**

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

Nicola Laverick (Policy and Scrutiny 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 to discuss items for the Work Programme for 2019 and into 2020.

It was suggested that the proposed workshop on transport issues and new governance arrangements should take place in early February.

It was noted that Nicola would be moving on to a new job in January. The Committee thanked Nicola for her work as Policy and Scrutiny Officer and offered their congratulations on her appointment to her new role.

**RECOMMENDED – That:**

- i. The report be received, and comments noted.
- ii. Officers to seek availability for a workshop in early February.

**28 DATE AND TIME OF THE NEXT MEETING**

Thursday 14 March 2019 at 10.00am.

**29 CONFIDENTIAL MINUTES OF MEETING HELD 15 MARCH 2018**

Consideration of this item was deferred to the next meeting.

**30 CONFIDENTIAL MINUTES OF MEETING HELD 20 SEPTEMBER 2018**

Consideration of this item was deferred to the next meeting.

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## Overview and Scrutiny Committee

**Date:** 14 March 2019

**Subject:** Review of decision-making following governance changes

**Report of:** Monitoring Officer and Policy and Scrutiny Officer

### Executive Summary

The purpose of this report is to review the decision making process following changes in governance and provide opportunity for the Committee to discuss improvements to the process.

### Recommendations

The Overview and Scrutiny Committee is recommended to:

- i. Note that a review of the Decision Making Protocol has been undertaken following changes in governance;
- ii. Note and endorse the Decision Making Protocol in its current form, following the review. However, as developments are implemented to improve decision making and scrutiny, the Protocol will continue to be reviewed as part of this process.
- iii. Note the opportunity to introduce developments in the decision making process and to develop the role of scrutiny further;
- iv. Note and comment on the proposed developments to NECA's decision making process;
- v. Approve the Overview and Scrutiny Report template.

## Overview and Scrutiny Committee

### 1. Background Information

- 1.1 NECA was established by the Durham, Gateshead, Newcastle upon Tyne, North Tyneside, Northumberland, South Tyne and Sunderland Combined Authority Order 2014 (SI 2014/1012 as amended by the Second Order) (the **Order**) and came into existence on 15 April 2014 as the Combined Authority for the LA7 area.
- 1.2 The boundaries of NECA were changed on the second day of November 2018 by the Newcastle upon Tyne, North Tyneside and Northumberland Combined Authority (Establishment and Functions) Order 2018 (the **Second Order**) to cover only the Local Authorities of Durham, Gateshead, South Tyneside and Sunderland. These are now the Constituent Councils of NECA.
- 1.3 On 13 November 2018, a report was taken to the inaugural meeting of the NECA Leadership Board when agreement was confirmed for the continued establishment of the committees of NECA, including their current Chairs and Vice Chairs.
- 1.4 NECA's Constitution, also confirmed at the meeting in November, stipulates that the below arrangements would continue (in compliance with the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 (the Overview and Scrutiny Order)):
  - The agreed process for Call-in of decisions and the Decision Making Protocol;
  - An Overview and Scrutiny Committee reflecting the political balance across the NECA area;
  - Independent persons to act as the Chair and Vice Chair of the Overview and Scrutiny Committee; and
  - Appointment of a Scrutiny Officer for the Combined Authority who is not employed by a constituent authority.

### NECA Decision Making Protocol and the decision-making process

- 1.5 At the previous NECA Overview and Scrutiny meeting in December 2018, a report outlining the recent governance changes to the NECA was presented to the Committee and Members' views were sought on Overview and Scrutiny arrangements going forward. It was noted that a number of developments could be implemented to ensure effective scrutiny and decision making. The table below outlines a timeline of activity proposed to be carried out throughout the year.

## Overview and Scrutiny Committee

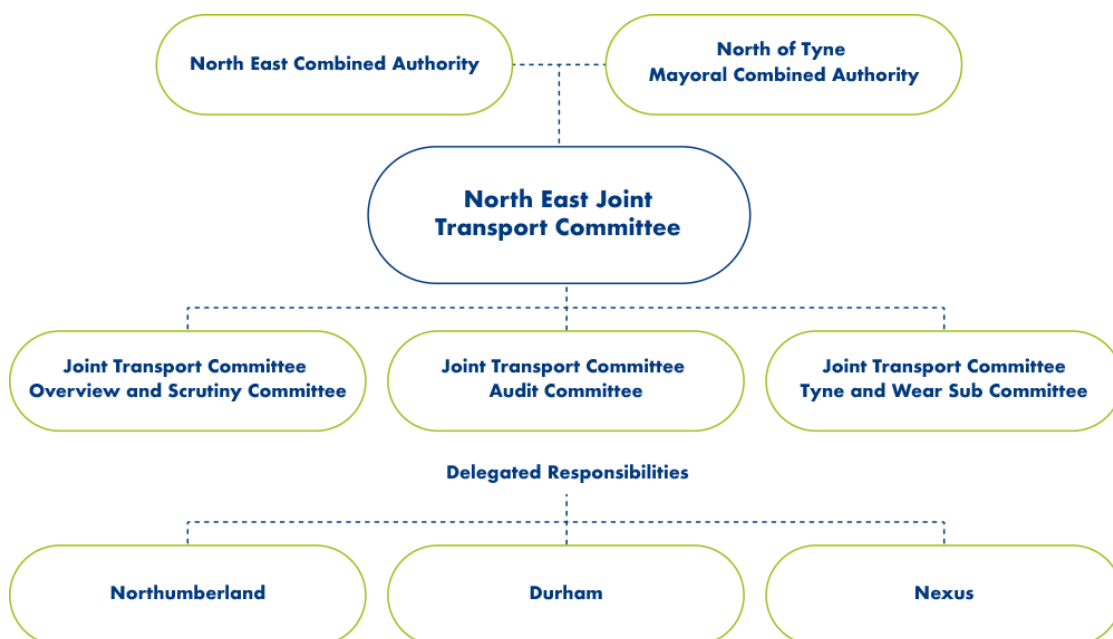
### *Timeline of activity*

When	Proposal	Comments
December 2018	Draft Overview and Scrutiny report template	A draft Overview and Scrutiny Report Template was presented to the group at the last Committee. The template is designed to give clarity on a number of points Members have previously asked to be addressed. The template requires approval from members.
May 2019	Workshop	Members have requested a workshop on NECA leadership, governance and transport. It is proposed that this workshop takes place in May, when the new statutory officers are in post. It is proposed that Members of both the NECA Overview and Scrutiny Committee and Joint Transport Committee Overview and Scrutiny Committee are invited to attend, along with NECA officers. Suggested topics include: <ul style="list-style-type: none"> <li>- Decision making</li> <li>- Overview and Scrutiny</li> <li>- Transport</li> <li>- NECA's role</li> <li>- Collaborative Working</li> </ul>
July 2019	Officer Guidance and Training	Following the workshop, it is proposed a rollout of guidance and training to ensure that all NECA officers and members are aware of the decision making protocol and the importance of scrutiny.
Sept 2019	Report/template for Project Approvals from LEP Programme Manager	At previous Committees, members have suggested it would be useful to better understand the LEP projects approval process. This is currently set out in the Assurance Framework, a public document available on the LEP website. Key questions to consider going forward are: <ul style="list-style-type: none"> <li>• How are project approvals for NECA going to work with the recent changes?</li> <li>• What is the implication for the LEP accountable body approvals if the accountable body changes from NECA?</li> <li>• Potential flow diagram clearly showing process.</li> </ul>

## Overview and Scrutiny Committee

### Joint Transport Committee

- 1.6 The North East Joint Transport Committee brings together a total of seven members from each of the Constituent Authorities of the region; four Members from the North East Combined Authority and three members from the North of Tyne Combined Authority in accordance with the Order that was created on the 2 November.
- 1.7 Transport is of strategic importance to the North East, and the collaborative working of both Combined Authorities allows effective decision making across the region, which ensures that the local needs and priorities are delivered. The diagram below shows the way the Joint Transport Committee, and its subsequent committees, are structured.



### Joint Transport Committee Decision Making

- 1.8 It has been suggested that in the early days of the transport decision making structure there is opportunity for greater clarity about the extent of the role and remit of the Joint Transport Committee. We anticipate that the newly designated MD North East Transport will work with the JTC to provide greater clarity on this, including outlining the relationship between the JTC and the three Overview and Scrutiny Committees. This would inform any necessary changes to the remit of the JTC or accountable body or working practices, including clarifying the relationship between the Overview and Scrutiny Committees of the NECA and Joint Transport Committees, as suggested by Members at the previous meeting.
- 1.9 It is important that the NECA Overview and Scrutiny Committee works closely with the newly established Joint Transport Committee Overview and Scrutiny Committee to ensure that Forward Planning of items and discussion remain focussed, and to



## Overview and Scrutiny Committee

avoid any duplication, ensuring decision making can continue to be effective within the Combined Authority.

### Workshop

- 1.10 As highlighted in the table, Members have requested a workshop on NECA leadership, governance and transport. It is proposed that the workshop takes place in May, and this would allow Committee Members from all three Overview and Scrutiny Committees to agree how best to work together going forward.

### Overview and Scrutiny Report Template

- 1.11 At the previous meeting of the NECA Overview and Scrutiny Committee, members were presented and asked to comment on a draft Report template. The template has been designed to give clarity on a few points that Members have previously asked to be addressed.

## 2. Proposals

- 2.1 Committee Members are asked to note, comment on and endorse the timeline of activity proposed to ensure effective scrutiny and decision making across the NECA.
- 2.2 Committee Members are asked to approve the Overview and Scrutiny Report Template.

## 3. Reasons for the Proposals

- 3.1 The timeline of development activities is being put forward to both continue to support the effective decision-making principles of the Combined Authority, and to seek to develop this further by providing information and guidance through events and training will support both Members and Officers in their roles.

## 4. Alternative Options Available

- 4.1 Members may choose to agree, comment upon, amend or reject the proposed the timeline of activities that are being put forward.
- 4.2 Members may choose to agree, comment upon, amend or reject the proposed the Report Template.

## 5. Next Steps and Timetable for Implementation

- 5.1 It is proposed that once the timeline of activities has been agreed the Overview and Scrutiny Officer will begin implementation.
- 5.2 It is proposed that once the Template has been agreed it will be used by Officers for all future reports to Overview and Scrutiny Committee.

## Overview and Scrutiny Committee

### The role of the Scrutiny Officer

- 5.3 The function of the Scrutiny Officer as defined by the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committee) Order 2017:
- a) to promote the role of the Overview and Scrutiny Committee;
  - b) to provide support and guidance to the Overview and Scrutiny Committee and its members;
  - c) to provide support and guidance to members of the Combined Authority in relation to the functions of the Overview and Scrutiny Committee
- 5.4 The Scrutiny Officer appointed at NECA is an independent full-time resource (not employed by a constituent Council) who is responsible for providing advice and guidance to Members and Officers to ensure an accountable and transparent decision making process. The dedicated resource is one that is seen to enhance the role of Overview and Scrutiny in the Combined Authority.
- 5.5 The Scrutiny Officer will ensure that items on the NECA Forward Plan and issues of importance are communicated to the Chair and Vice Chair of the Overview and Scrutiny Committee, and to Members when deciding on the work programming for the Committee.
- 5.6 This will ensure that the Committee's role in reviewing decisions that can add value can be maintained by the Scrutiny Officer taking a proactive approach in forward planning and working with the Chair and Vice Chair.

### 6. Potential Impact on Objectives

- 6.1 The changes support the principles of effective decision making and ensure good governance across the Combined Authority.

### 7. Financial and Other Resources Implications

- 7.1 There are no known financial implications arising from the contents of this report.

### 8. Legal Implications

- 8.1 There are no known legal implications arising from the contents of this report.

### 9. Key Risks

- 9.1 There are no known key risks as a result of this report.

### 10. Equality and Diversity

- 10.1 There are no known Equality and Diversity implications as a result of this report.

## Overview and Scrutiny Committee

### 11. Crime and Disorder

- 11.1 There are no known crime and disorder implications as a result of this report.

### 12. Consultation/Engagement

- 12.1 Consultation has taken place with Scrutiny Officers regarding the reports that are brought to the Overview and Scrutiny Committee. These are also discussed with the Chair and Vice Chair and Statutory Officers of the Combined Authority.

### 13. Other Impact of the Proposals

- 13.1 There are no other known impacts on the proposals. It is intended that the changes proposed will support both Officers and Members to continue to have effective decision making and scrutiny function in place.

### 14. Appendices

- 14.1 Appendix 1: Report Template

### 15. Background Papers

- 15.1 None.

### 16. Contact Officers

- 16.1 Peter Judge, Monitoring Officer, [peter.judge@northeastca.gov.uk](mailto:peter.judge@northeastca.gov.uk) 07342069371  
Lizzie Lunn, Policy and Scrutiny Officer, [elizabeth.lunn@northeastca.gov.uk](mailto:elizabeth.lunn@northeastca.gov.uk) 07342 069 369

### 17. Sign off

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

### 18. Glossary

- 18.1 NECA – North East Combined Authority  
JTC – Joint Transport Committee

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## Overview and Scrutiny Committee

### Officer Report Guidance

**Please remove these guidance pages before submitting the report for sign-off**

#### **Accessibility**

Reports should be written in plain, clear English, in full sentences, avoiding the use of subject-related or other jargon. When using abbreviations or acronyms, the full name should be written in full the first time a reference is made, followed by the abbreviation in brackets, e.g. “the Department for Transport (DfT)”. Where you refer to a document in the report, use the same document title consistently throughout the report.

#### **Font**

Please use Arial 12. When copying and pasting text from other documents, please ensure that text is also in Arial 12.

#### **Titles**

Please avoid underlining titles or sentences, using uppercase or italic for titles and overusing italic.

#### **Before Submission**

Before submitting the report for sign-off please remove all guidance notes (in red text).

Before submitting the final report for publication please remove “Draft”, any watermarks and any track changes.

#### **Formatting**

The report template uses tables to aid formatting. Please use the “View Table Gridlines” setting in the document to view the rows and columns (Home – Borders – View Gridlines). Please work within the gridlines and do not amend them. New rows can be added as required.

#### **Confidentiality**

If the report is confidential you must identify and insert the relevant paragraph of Part 1 of Schedule 12A of the Local Government Act 1972 (below) on the report front page.

##### Paragraph 1

Information relating to any individual.

##### Paragraph 2

Information which is likely to reveal the identity of an individual.

##### Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

##### Paragraph 4

Information relating to any consultations or negotiations, or contemplated consultations or negotiations, with trades unions and/or employees.

## Overview and Scrutiny Committee

### Paragraph 5

Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

### Paragraph 6

Information which reveals that the authority proposes:

- a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
- b) to make an order or direction under any enactment.

### Paragraph 7

Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## Overview and Scrutiny Committee

**Date:**

**Subject:** xxx This is the title of the report, as on the Forward Plan

**Report of:** xxx Designation, e.g. Head of Paid Service, Chief Finance Officer, Monitoring Officer

**Type of Item** xxx Please identify from the list below and insert relevant text:

- Review of Existing Policy
- Development of New Policy
- Performance Management (including Financial)
- Briefing (including potential areas of Scrutiny)
- Consultation
- Referral from xxx (e.g. Leadership Board / other NECA committee)

If the report is confidential, please state the following:

Confidential – Not for publication by virtue of paragraph(s) xxx of Part 1 of Schedule 12A of the Local Government Act 1972, Information xxx

Please insert the relevant paragraph and the reason for confidentiality from the list on the report guidance page

### Purpose of the report

Please provide a brief summary of the subject and explain why the report is being brought to the Overview and Scrutiny Committee – e.g. did the Committee request it, is it part of a consultation process, has it been referred to Scrutiny by another NECA committee?

The purpose of this report is to xxx

### Recommendations

Please list all of the actions that the Committee is recommended to take.

Recommendations should be clearly stated and should identify responsibility for progressing any proposed actions. Where there are two or more recommendations in a report, the recommendations should be numbered. For consistency, please use Roman numeric style: i, ii, iii, iv, v.

The Overview and Scrutiny Committee is recommended to xxx

## Overview and Scrutiny Committee

### Guiding Principles for Scrutiny Members:

This section should not be changed and is designed to provide guidance to Scrutiny Members.

The following key guiding principles have been agreed by the Overview and Scrutiny Committee for its members to be mindful of when reviewing reports and preparing for meetings.

Overview and Scrutiny members should:

1. Consider any added value that Scrutiny can bring to the matter;
2. Seek to promote effective discussion and give full and proper consideration to the information set out in the report;
3. Give consideration to the impact that the matter has on individuals in the community and across the North East Combined Authority;
4. Focus on the efficiency and effectiveness of the proposals, next steps and any potential changes;
5. Give consideration to any risks that may occur as a result of the proposals; and
6. Focus on any performance management or quality assurance issues arising from the report.



## Overview and Scrutiny Committee

### 1. Background Information and current context

This section should provide full background information relevant to the subject of the report along with an explanation of the current position and should clarify whether any other NECA Committee or Board has already been presented with the same information and/or asked to make any related decisions.

To assist understanding and promote clarity the information in this section should be of an appropriate level of detail, set out in a logical sequence and arranged in structured, numbered paragraphs, with sub-headings used where appropriate. Where information is relevant but is lengthy or contained in a separate document this should be included in an appendix or appendices.

1.1 xxxx

### 2. Key Issues and challenges

This section should draw out any key issues and/or challenges related to the subject of the report, specify who it affects (e.g. is it NECA wide, does it only affect a specific community or group?), and highlight any action that is already being taken to address it.

2.1 xxxx

### 3. Principles of decision making

This section should describe how the decisions that have been taken to date have been undertaken in accordance with NECA's principles of decision making. It should detail any gateway points or reviews undertaken, who has been involved with the decisions.

3.1 xxxx

### 4. Potential Impact on Objectives

In this section an explanation should be given as to any relationship between the subject of the report and the Combined Authority's policies and priorities as identified in the Strategic Economic Plan and Local Transport Plan.

If there is a negative impact an explanation should be provided of any action being taken to address this.

4.1 xxxx

### 5. Financial and Other Resources Implications

This section should identify all known financial implications, with advice/input from the Chief Finance Officer or their nominee. The financial implications should include reference to the relevant year(s) to which they relate and refer to both the costs and sources of funding as applicable. The early involvement of the Chief Finance

## Overview and Scrutiny Committee

Officer or their nominee in the report-writing process will save time during the sign-off process.

Consideration should also be given to any implications in respect of Human Resources and ICT. Relevant officers should be contacted to clarify any such implications.

Please note, sign off by the Chief Finance Officer or their nominee is required before the report can be published.

5.1 xxxx

### 6. Legal Implications

This section should identify all known legal implications, with advice/input from the Monitoring Officer or their nominee. Early involvement of Legal Services in the report writing process to identify the possible legal implications is recommended; this will save time during the sign-off process. Legal Services will advise on the final wording of this section.

Please note, sign-off by the Monitoring Officer or their nominee is required before the report can be published.

7.1 xxxx

### 7. Equality and Diversity

This section should specify any equality and diversity implications arising from the issues covered in the report and explain how these will be addressed. Please ensure you have secured appropriate guidance on this from your local authority.

8.1 xxxx

### 8. Crime and Disorder

This section should specify any crime and disorder implications arising from the issues covered in the report and explain how these will be addressed. Please ensure you have secured appropriate guidance on this from your local authority.

8.1 Xxxx

### 9. Other Impacts

This section should identify any other impacts arising from the issues covered in the report. Please set out the important environmental, economic and any other impact and make use of any evidence to support this. Consider what implications the issues covered might have for partners.

## Overview and Scrutiny Committee

9.1 xxxx

### 10. Next Steps

This section should provide information about what is to happen next, including timelines and key dates e.g.: consultation with members, stakeholders or the public; decision making by Leadership Board or by another NECA Committee or Board; submission of documents to Government etc.

It should consider if the Scrutiny Committee can add any value, or provide further support or consultation regarding any further work that is to be undertaken.

10.1 xxxx

### 11. Appendices

All appendices referenced within the report should be listed here.

11.1 xxxx

### 12. Background Papers

Please list any and all background documents which disclose any facts or matters on which the report or an important part of the report is based, and which have been relied upon to material extent in preparing the report. Please provide electronic links to the documents.

12.1 xxxx

### 13. Contact Officers

Insert the name, title, e-mail address and telephone number of the report author and any other key officer(s) who have written/contributed to the report.

13.1 Name  
Designation  
E-mail xxx  
Tel: xxx

### 14. Sign off

This is a checklist. This section must be completed to confirm that the report has been fully signed off by the Statutory Officers before submission to the decision maker(s).

## Overview and Scrutiny Committee

Please copy and paste this symbol to identify that the sign-off had been completed  
✓ (Example: Monitoring Officer ✓)

Please note the report will not be accepted for publication without this section being completed and “Draft” removed.

It is the responsibility of the report author to lead the report through various stages of consultation and submit the final, signed off and fully formatted version to the relevant Democratic Services Officer for publication by the deadline provided.

- 14.1
- Head of Paid Service:
  - Monitoring Officer:
  - Chief Finance Officer:

### 15. Glossary

Please provide a glossary in respect of any abbreviations used in the report – e.g. DfT, TfN, HMRC – or any technical terms with which an ordinary member of the public may not be familiar.

- 15.1      xxxx

## Overview and Scrutiny Committee

**Date:** 14 March 2019

**Subject:** Strategic Economic Plan Update

**Report of:** Helen Golightly, Chief Executive of the North East Local Enterprise Partnership.

### Executive Summary

The Strategic Economic Plan (SEP) is the overarching economic strategy document for the North East of England covering the period 2014 – 2024, which sets out the vision and activities to drive economic growth in the region.

The Board of the North East Local Enterprise Partnership (North East LEP) agreed in May 2018 that the SEP should be updated to reflect changing economic and policy circumstances and to bring forward updated programmes of delivery for the period 2019-2021. An active process of engagement took place with partners in business, education and local government to produce an updated SEP for the North East LEP area, which was launched in February 2019, with 400 partners in attendance at the Centre for Life.

The updated SEP and its executive summary can be found at: <https://www.nelep.co.uk/the-plan>.

### Recommendations

The Committee is recommended to note this update.

## Overview and Scrutiny Committee

### 1. Background Information

1.1 The North East Strategic Economic Plan (SEP) was published by the North East Local Enterprise Partnership in April 2014 and refreshed during 2016 and again in 2018. It sets out a ten year plan to drive 100,000 'More and Better Jobs' in the LEP area which covers the seven local authorities of Durham, Gateshead, Newcastle, North Tyneside, Northumberland, South Tyneside and Sunderland. It has also provided the policy framework to guide the investment of Local Growth Fund and the European Strategic Investment Fund resources.

1.2 The SEP has two headline targets:

- To increase the number of jobs in the North East economy by 100,000 between 2014 and 2024
- And for at least 70% of the new jobs, to be better jobs. (A better job is defined as being in managerial, professional and technical roles).

It also aims to close the gap in performance compared with other parts of the UK across four other key economic indicators with performance tracked regularly.

These are:

- Reduce the gap in private sector employment density by 50% by 2024
- Close the gap in the employment rate for people aged 16-64 by 50% by 2024
- Reduce the gap in economic activity for people aged 16 – 64 by 50% by 2024
- Reduce the gap in productivity by 50% by 2024

1.3 Since the SEP was first published in 2014, good progress has been made towards the delivery of headline targets to deliver more and better jobs, while progress towards the 'reducing the gap targets' has been mixed. We are nearly half way through the delivery of this ten year plan and the number of jobs has increased by 64,600 'more jobs' of which 49,000 were 'better jobs' or 77%.

Over the last five years, there has also been good progress in regard to both the employment and economic activity rates, improvements in the qualifications profile, growth in the size and dynamism of the business base, success in securing inward investment and increasing availability of housing, industrial and commercial property.

However, the North East continues to underperform, compared to England (excluding London) on many indicators, that still require action, including:

- Growing the jobs base and increasing the quality of available employment opportunities
- Ensuring individuals have the skills and competencies to take up the available employment opportunities
- Continuing to grow the business base and ensure the right support is available for businesses to grow

## Overview and Scrutiny Committee

- Investing and innovating to drive improvements

### 1.4 Challenges

Whilst there have been notable improvements in most of the headline economic indicators, as outlined above, since 2014 there remains real challenges in sustaining this progress and eliminating the gap in regional economic performance. Relatively low productivity is a persistent feature of the UK economy including here in the North East. The reasons for this are not fully understood but are partially explained by low levels of business capital investment and limited growth in how efficiently labour is being used.

Currently Brexit is casting much uncertainty over the UK economy in general, with research forecasts suggesting that the potential negative impacts could be greater for the North East than in other regions given our relatively strong export focused economic base.

### 1.5 The Board of the North East Local Enterprise Partnership (LEP) oversees development and delivery of the SEP and agreed that the SEP should be further updated in May 2018. The main drivers for this update included:

- To utilise the evidence in the North East LEP's Our Economy report 2018 to inform the strategy;
- To update the narrative, performance information and the delivery pipeline with a focus on the emerging Government policy and investment framework;
- To develop our approach to areas of opportunity and enabling services;
- To set out the focus of the next phase in the programmes' delivery to 2021.

## 2. Updating the Strategic Economic Plan for 2019 – 2021

### 2.1 Over the latter half of 2018, an active engagement process was delivered through the LEP Advisory Boards with external partners in business, education and local government. A large engagement event was held on 19 September 2018 which involved over 90 key regional stakeholders and other economic partners including local authorities.

### 2.2 The LEP Executive Team has worked closely with the LEP Advisory Boards, the local authority Chief Executives and Economic Directors and a range of other working groups and key regional meetings to review the existing economic evidence base and SEP content.

### 2.3 The main structure of the SEP published in February 2019 remains unchanged, as the evidence review and evaluation to date does not question the direction of travel and focus of the current SEP but reinforces the key sectors and programmes of activities. There have been some changes to content, either in terms of stronger emphasis or new narrative, within the updated SEP document. This includes:

## Overview and Scrutiny Committee

stronger 'place' and 'people' narrative; focus on our assets and capabilities, opportunities and challenges such as Brexit and a strengthened narrative on the areas of opportunity and enabling sectors and programmes of delivery.

### 3. **Extract from the Executive Summary of the North East Strategic Economic Plan**

#### 3.1 Set out below is an extract from the Executive Summary of the SEP to provide an overview of the document.

Both the Executive Summary and The full document can be found at: <https://www.nelep.co.uk/the-plan>

#### 3.2 **The Executive Summary of the North East SEP**

##### **Our region**

##### **Our geography**

We are the most northerly Local Enterprise Partnership region in England. Bordering Scotland, the North East is a mix of urban, suburban and rural areas spanning seven local authority areas. It has three major cities, diverse towns, four universities and key industrial, business and innovation sites as well as a large and varied rural and coastal area.

##### **Our people**

With almost two million people, the North East is the ninth largest LEP area by population. The working age population is over 1.2m and 32% of North East residents have a degree or equivalent qualification. People that live in the North East are friendly, welcoming and proud of they're region.

##### **Our connections**

As well as selling products and services across the UK. North East businesses are strongly integrated into global markets. The business base includes significant international investments from the EU, US, Japan and India and exports £7.6billion to the EU and £5.3billion to other parts of the world. 55,000 people move to the North East every year and half of UK students at North East universities are from outside the area. The North East has strong Northern partnerships and important transport links.

##### **Our offer**

The North East is a great place to live, learn, work and do business.

We have a high quality living environment with historic towns and cities, a varied landscape and coastal environment and strong cultural and leisure offer. Landmarks include centres for contemporary art and music on Gateshead Quays, the UK's most popular open-air museum, Beamish, the Northumberland National Park and two UNESCO World Heritage Sites – Hadrian's Wall and Durham Cathedral It is an increasingly prominent location for international sport and events.



## Overview and Scrutiny Committee

House prices are competitive compared to other parts of the UK and the region's transport network, which includes the Tyne and Wear Metro and integrated bus network, makes average commuting times some of the lowest in the country.

Over 80,000 students study at our region's four universities every year.

There are 700 primary and middle schools, two University Technical Colleges, over 170 secondary schools and nine further education colleges in the North East.

Grade A office space in the North East is, on average, 76% cheaper than London and the 1.2 million workforce have strong and improving qualifications. Globally connected ports and supply chains add to the North East's business and inward investment strengths.

### Our challenges

Our plan is strongly focused on addressing our key challenges that include fewer employment opportunities compared to other parts of the UK and improving the quality of jobs. We also have underlying issues including lower productivity performance and higher levels of economic inactivity and exclusion, although we have seen improvement in both of these areas.

Emerging challenges for our region include Brexit, volatility in the global economic environment and trade. We also face wider UK challenges including the productivity puzzle, and rising costs and inflation.

If North East performance matched England excluding London we would have 93,000 additional jobs, 25,000 additional businesses and 40,000 additional individuals qualified to degree level and above.

### Our opportunities

#### Our global opportunities

Significant changes in the global economy present opportunities for the North East because of our assets, skills and industries. These include:

- Our capacity to demonstrate how digitalisation can transform the economy and society through increased digital adoption and connectivity, new service and business models in sectors such as manufacturing and maximising the potential of our research and business assets.
- Improving health and responding to an ageing population through innovation in drugs, treatment and public health practice is another of our strengths. The North East already makes a significant contribution to this area through strong clinical research and our excellent health care system.
- We also have the capability to play a leading role shaping the future of manufacturing. Our strengths in automotive, pharmaceuticals and energy have earned the region a reputation for quality and productivity. Innovation opportunities in areas like batteries, fuels and energy technologies, process innovation and digital services are key to the future.

## Overview and Scrutiny Committee

- The UK has committed to tackling climate change and promoting clean growth. We can continue to this agenda by our reduction of carbon emissions through energy generation, sub-sea technologies and investment in zero carbon transport.

### **Our Policy and funding opportunities**

We are at a time of change in the public policy environment. Publication of the Industrial Strategy in 2017 has increased a focus on improving productivity and living standards, whilst there is increasing recognition that decision making should be closer to residents and businesses, with devolution and the development of new structures at the Northern Powerhouse level both forming part of this shift. In addition, the UK's decision to leave the European Union will lead to a new funding environment for delivering growth. All of these changes will provide new opportunities for the North East and partners will need to work together to capitalise on them.

### **Our Plan**

The SEP and evidence base identifies four sectors where there are particularly well-developed regional capabilities and assets to build upon and grow. These are:

- Digital - digital technology transformation in business and commerce is cross cutting and fast moving, requiring actions on skills and investment across the economy.
- Advanced manufacturing – including automotive and medicine manufacture.
- Health and life sciences - Improving health and responding to population ageing.
- Energy - Tackling climate change and promoting clean growth

Plans are being developed with regional partners to help accelerate investment and realise the potential of these sectors.

In addition, four identified service sectors that support the wider economy also offer significant opportunity for more and better jobs in the North East:

- Education
- Financial, professional and business services
- Transport and logistics
- Construction

We will lead and facilitate delivery of the Plan through five programmes, which set out operational delivery over the three year period 2019-21. These are monitored closely by the LEP Board and are:

- Business growth
- Innovation
- Skills, employment, inclusion and progression

## Overview and Scrutiny Committee

- Transport connectivity
- Investment and infrastructure

A coordinated, integrated, partnership approach to each delivery plan will address market barriers and pursue opportunities that are considered essential to the success of the overall plan.

### **Governance**

The North East LEP Board ensures that a robust and transparent governance structure underpins the work of the North East. It is business-led and is a private, public and education partnership supported by four advisory boards. The effectiveness of the governance structure is reviewed annually.

The LEP also plays a key role in regional governance, working with the two combined authorities and seven local authorities. The governance structure changed in November 2018 following the formation of the North of Tyne Combined Authority. The North East Combined Authority remains focused on economic growth for their part of the region.

The Local Assurance Framework sets out how the LEP makes decisions and ensures value for money when investing in projects across the North East LEP area.

### **Strategy, policy, evidence and analysis**

The ongoing development of the Strategic Economic Plan is fundamental as it provides the framework and evidence base for a range of other strategic documents and investment programmes.

We work closely with government and partners in the region to develop new resources and structures that can support the delivery of the shared objectives in the Plan.

Over the next year we will develop a Local Industrial Strategy with government and regional partners to set out how we will drive productivity improvement and contribute to delivery of the UK Industrial Strategy.

The North East LEP continues to influence public policy through its work with partners through the North East Brexit Group and other important processes effecting economic policy, transport and infrastructure.

Each of these activities are supported by a strong programme of analysis, research and evidence development and co-ordination, which provide a detailed understanding of the North East economy.

Strong monitoring and evaluation across our programmes and projects reflects best practice and helps us learn from our work. Over time we will use it to build knowledge and understanding of what works in economic development in the region.

### **Delivery of the Strategic Economic Plan: 2014-2018**

Significant capital funding from central government has supported the Strategic Economic Plan programmes.

## Overview and Scrutiny Committee

This includes support for 21 Enterprise Zones with £125 million of LEP investment. To date, £65.9 million has been invested across 13 projects with two programmes leveraging £85m from public and private funding.

£30.2 million has been invested in 15 Business Growth projects, including Grade A industrial and office space across the LEP region and the best performing Growth Hub in England.

Skills and Economic Inclusion has seen £18.4 million of capital invested across eight projects, with a further £28.5 million from public and private funding. These include the successful delivery of the Gatsby Good Careers Guidance Benchmarks and the launch of North East Ambition, supporting 170 schools and colleges.

The regeneration of the Vaux site in Sunderland and the construction of the International Advance Manufacturing Park (IAMP) in Sunderland/South Tyneside are just two of the 23 projects to benefit from £214 million capital investment in investment and infrastructure.

Transport improvements have been made across the region with £80.9 million of capital invested in 17 projects, and one project leveraging £55.7 million from public funding. These include enhancements to the Tyne and Wear Metro system and major transport corridor improvements.

### Evaluation

A commitment was made to commission an independent evaluation of the progress made and the role of the LEP is developing and delivering the Strategic Economic Plan.

Key findings from the first phase show significant progress has been made in creating more and better jobs for the economy. The refresh of the Plan in 2017 was inclusive and engaged partners across the region.

The LEP's programmes of delivery enjoyed success including the pilot of the Gatsby Good Careers Guidance Benchmarks, which is now recognised as best practice by government and regional partners.

The report's recommendations include working with partners to ensure data monitoring provides a fuller picture going forward.

An interim evaluation will be undertaken each year between 2018/19 and 2020/21.

### Impact to date

Good progress has been made towards delivering the headline targets to deliver more and better jobs, with 64,600 new jobs created – 77% of which are better jobs.

The gap between our performance and national performance has reduced following an increase in the North East's employment and economic activity rate. Progress has also been made in relation to the number of private sector job opportunities per head in the North East.

Following a change in the dataset used to measure productivity, between 2014 and 2016 (the most recent data available), the gap has reduced by 13%.

## Overview and Scrutiny Committee

### **4. Reasons for this proposal**

- 4.1 To update the Committee on the process, timeline and content for updating and publishing the SEP.

### **5. Alternative Options Available**

- 5.1 This report is provided for information only and for the Committee to comment where relevant.

### **5. Next Steps and Timetable for Implementation**

- 6.1 The North East LEP Board will continue to monitor the delivery and impact of the SEP.

### **7. Potential Impact on Objectives**

- 7.1 This report provides an update on the SEP.

### **8. Financial and Other Resources Implications**

- 8.1 There are no financial or other resource implications directly associated with this report as it is for information only.

### **9. Legal Implications**

- 9.1 There are no legal implications directly associated with this report as it is for information only.

### **10. Key Risks**

- 10.1 There are no key risks arising from this report as it is for information only.

### **11. Equality and Diversity**

- 11.1 There are no specific equality and diversity implications arising from this report as it is for information only.

### **12. Crime and Disorder**

- 12.1 There are no specific crime and disorder implications arising from this report as it is for information only.

### **13. Consultation/Engagement**

- 13.1 Consultation to date has taken place at a large engagement event on the 19 September 2018 with economic partners and local authorities. Further

## Overview and Scrutiny Committee

consultation is ongoing with Chief Executives and Leaders across the constituent authorities of the North East Combined Authority.

### 14. Other Impact of the Proposals

- 14.1 There will be no other impact arising from this report.

### 15. Appendices

- 15.1 None.

### 16. Background Papers

- 16.1 North East Strategic Economic Plan

<https://www.nelep.co.uk/the-plan/>

Industrial Strategy: Building a Britain Fit for the Future

<https://www.gov.uk/government/publications/industrial-strategy-building-a-britain-fit-for-the-future>

### 17. Contact Officers

- 17.1 Helen Golightly, Chief Executive, North East LEP

[Helen.golightly@nelep.co.uk](mailto:Helen.golightly@nelep.co.uk)

0191 561 5422

### 18. Sign off

- 18.1
- Head of Paid Service: ✓
  - Monitoring Officer: ✓
  - Chief Finance Officer: ✓

### 19. Glossary

- 19.1 LEP – Local Enterprise Partnership  
SEP – Strategic Economic Plan

## Overview and Scrutiny Committee

**Date:** 14 March 2019

**Subject:** Forward Plan and Scrutiny Work Programme

**Report of:** Monitoring Officer and Policy and Scrutiny Officer

### Executive Summary

The purpose of this report is to provide 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 2019 and into 2020.

### 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 2019/2020 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. 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.
- 1.2 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 committee at the next meeting.

### Role of Overview and Scrutiny

- 1.3 The Overview and Scrutiny Committee examine any decisions of the 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.
- 1.4 One of the main functions of this Committee is the review and scrutiny of 'Key Decisions' made by the 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>
- 1.5 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.



## Overview and Scrutiny Committee

- 1.6 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

- 1.7 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	1

- 1.8 The table above reflects that one general exception notice has been published since the last Committee. There have been no requests for special urgency. The notice for general exception has been published on the NECA website which can be viewed through the link below:

<https://northeastca.gov.uk/wp-content/uploads/2019/01/Notice-of-General-Exception-18-January-2019-Tyne-Tunnel-Tolls.pdf>

### General Exception: Tyne Tunnel Tolls

Approval of changes to the tolls for the Tyne Tunnels to take effect in April 2019.

The notice met the requirements of the short notice procedure and the correct use of the Decision Making Protocol was followed.

### Annual Work Programme - Update

- 1.9 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.
- 1.10 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

- 1.11 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.

### **NECA Workshop**

- 1.12 Members noted at previous meetings that a workshop focusing on the transport issues, governance and a general update on other related matters would be useful. It was noted that a workshop with other NECA Committee members may be useful to ensure everyone was briefed on regional transport matters.

### **1.13 Timeline of Activity**

Members are asked to note and comment on the timeline of the proposed activity outlined in the 'Review of decision-making following governance changes' report, which could ensure more effective scrutiny and decision making.

### **1.14 Update of Decision Making Protocol**

Following the recent governance changes, the Decision Making Protocol agreed by the Committee may need some update to reflect the changes and include the Joint Transport Committee, Overview and Scrutiny Committee. A review of this has been undertaken by Officers and the Decision Making Protocol is fit for purpose in its current form. However, as developments are implemented to improve decision making and scrutiny, the Protocol will continue to be reviewed as part of this process.

## **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 2019/20.

## **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 2019/20.

## **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**

## Overview and Scrutiny Committee

- 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.
- 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 way.
- 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, Nexus and the North East LEP as well as providing appropriate challenge to decisions taken.
- 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

### 15. Background Papers

- 15.1 None.

### 16. Contact Officers

- 16.1 Peter Judge, Monitoring Officer  
Email: [peter.judge@northeastca.gov.uk](mailto:peter.judge@northeastca.gov.uk)  
Telephone Number: 07342069371
- Lizzie Lunn, Policy and Scrutiny Officer  
Email: [elizabeth.lunn@northeastca.gov.uk](mailto:elizabeth.lunn@northeastca.gov.uk)  
Telephone Number: 07342 069 369

### 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

## Overview and Scrutiny Committee

### Appendix Two

#### Overview and Scrutiny Work Programme 2019/2020 March 2019 – July 2019

#### 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:

- Items submitted by Members of the Committee (and including items referred by other members of the Combined Authority);
- Suggestions from Lizzie Lunn, Policy and Scrutiny Officer or NECA Chief Officers; Helen Golightly, Peter Judge and Paul Woods
- The Budget and Policy Framework; Transport Plan and Strategic Economic Plan
- The Forward Plan;
- The Thematic Leads;
- Evidence for any policy review work of relevance to NECA

#### Planned items:

Items	Reason for item	Lead Officer
<b>Committee: 14 March 2019 – 10am: Sunderland Council</b>		
Work Programme Planning 2019 -2020	Yearly review of committee work programme and consider items for further scrutiny	Peter Judge and Lizzie Lunn
Review of Decisions and Decision Making Protocol	Review of decision making following governance changes	Peter Judge and Lizzie Lunn
Strategic Economic Plan	Yearly update	Helen Golightly
<b>Committee: July – venue tbc</b>		
Digital Connectivity Update	Members previously had an update in July 2018 and agreed to receive a report in	To be confirmed

## Overview and Scrutiny Committee

	the future to keep a focus on the work programme	
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### Items for future consideration (2019-2020)

Item	Lead Officer
Fair Funding	Paul Woods
Tyne Pedestrian Tunnel Update	Alastair Swan
Impact of Brexit on the North East	To be confirmed
NECA's economic initiatives	To be confirmed
Environmental Plan and the impact on the region	To be confirmed
Local Industrial Strategy and the Industrial Strategy	Helen Golightly / Richard Baker
Concessionary fares review	To be confirmed
Workshop on NECA leadership, governance, transport and collaborative working	To be confirmed – held in May 2019. This has been delayed due to reports on thematic leads and secretary officers going to NECA leadership – the delay allows more info to be presented.



## Forward Plan of Decisions

**Published 4 March 2019 \***

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)
<b>Leadership Board</b>							
LB 6 (a) Corporate Issue	April 2019 (exact date to be confirmed) (moved from 5 March 2019)	Non-Key	Leadership Board	<b>Adoption of new NECA logo</b>  Decision to adopt a new logo for the North East Combined Authority with immediate effect.	None	Peter Judge Monitoring Officer 07342 069 371 <a href="mailto:peter.judge@northeastca.gov.uk">peter.judge@northeastca.gov.uk</a>	Public
LB 6 (b) All Thematic Areas	April 2019 (exact date to be confirmed) (Standing Item) (moved from 5 March 2019)	Non-Key	Leadership Board	<b>Combined Thematic Lead Portfolios Update Report</b>  This report will update NECA Leadership Board on all Thematic Lead Portfolios which the North East Combined Authority (NECA) focus upon – for information and comment.	None	Peter Judge Monitoring Officer 07342 069 371 <a href="mailto:peter.judge@northeastca.gov.uk">peter.judge@northeastca.gov.uk</a>	Public
LB 6 (c) Corporate Issue	April 2019 (exact date to be confirmed) (moved from 5 March 2019)	Non-Key	Leadership Board	<b>Regional Partnership Working</b>  The NECA Leadership Board are asked to agree NECA representatives for each of the four North East LEP Advisory Boards.	None	Peter Judge Monitoring Officer 07342 069 371 <a href="mailto:peter.judge@northeastca.gov.uk">peter.judge@northeastca.gov.uk</a>	Public
<b>Audit and Standards Committee</b>							
AS 4 (a) Corporate Issue	2 April 2019	Non-Key	Audit and Standards Committee	<b>Internal Audit Progress Report</b>	Final Internal Audit Reports & Internal Audit Plan	Philip Slater Audit, Risk and Insurance Service	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)
	(Standing Item)			Members are requested to note the internal audit activity to date.		Manager 0191 2116511 <a href="mailto:Philip.slater@newcastle.gov.uk">Philip.slater@newcastle.gov.uk</a>	
AS 4 (b) Corporate Issue	2 April 2019 (Standing Item)	Non-Key	Audit and Standards Committee	<b>External Audit Progress Update</b> This report provides an update for information on the work of Mazars, the External Auditors to the Combined Authority.	None	Jim Dafter External Audit Senior Manager, Mazars <a href="mailto:jim.dafter@mazars.co.uk">jim.dafter@mazars.co.uk</a>  Eleanor Goodman Principal Accountant 0191 277 7518 <a href="mailto:eleanor.goodman@northeastca.gov.uk">eleanor.goodman@northeastca.gov.uk</a>	Public
AS 4 (c) Corporate Issue	2 April 2019 (Standing Item)	Non-Key	Audit and Standards Committee	<b>Strategic Risks and Opportunities Register</b> The report is for Governance Committee member's information	Risk Management Strategy	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 <a href="mailto:Philip.slater@newcastle.gov.uk">Philip.slater@newcastle.gov.uk</a>	Public
AS 4 (d) Corporate Issue	2 April 2019	Key	Audit and Standards Committee	<b>Delegated Authority to Grant Dispensation to Councillors under the Localism Act 2011</b> In accordance with authority delegated to the Monitoring Officer by the Audit	<a href="#">Audit and Standards Committee – 4 December 2018</a> <a href="#">The Localism Act 2011</a>	Peter Judge Monitoring Officer 07342 069 371 <a href="mailto:peter.judge@northeastca.gov.uk">peter.judge@northeastca.gov.uk</a>	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)
				and Standards Committee on 4 December 2018, to report the granting of dispensations and renewals of dispensation since the last committee meeting. The dispensations given were for a temporary period – sufficient only to deal with the immediate needs of decision making – with Members invited to more fully consider the granting of a longer dispensation.			
<b>NEW</b> AS 4 (e) Corporate Issue	2 April 2019	Non-Key	Audit and Standards Committee	<b>Draft Annual Governance Statement 2018/19</b> The report is for members information.	Guidance on the production of an Annual Governance Statement	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 <a href="mailto:Philip.slater@newcastle.gov.uk">Philip.slater@newcastle.gov.uk</a>	Public
<b>NEW</b> AS 4 (f) Finance	2 April 2019	Non-Key	Audit and Standards Committee	<b>2018/19 Accounting Policies and Closure of Accounts Update</b> The Committee is recommended to Note the Changes to the Code of Practice for Local Authority Accounting which will apply for the 2018/19 accounts and review the accounting policies and approve their use in the preparation of the 2018/19 financial statements.	Code of Practice on Local Authority Accounting in the United Kingdom 2018/19	Eleanor Goodman Principal Accountant 0191 277 7518 <a href="mailto:eleanor.goodman@northeastca.gov.uk">eleanor.goodman@northeastca.gov.uk</a>	Public
<b>Audit and Standards Sub-Committee</b>							

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)
There are no meetings currently scheduled							
<b>Overview and Scrutiny Committee</b>							
OS 4 (a) Corporate Issue	14 March 2019 (Standing Item)	Non-Key	Overview and Scrutiny Committee	<b>NECA Forward Plan and Scrutiny Work Programme</b>  To receive the latest version of the Forward Plan and annual work programme.	Held by the Contact Officer	Lizzie Lunn Policy and Scrutiny Officer 07342069369 <a href="mailto:elizabeth.lunn@northeastca.gov.uk">elizabeth.lunn@northeastca.gov.uk</a>	Public
OS 4 (b) Corporate Issue	14 March 2019	Non-Key	Overview and Scrutiny Committee	<b>Review of decision-making following governance changes</b>  Members are requested to note the review of the decision-making following changes to governance.  Members are asked to note and comment on a proposed action plan setting out the steps required to continue to ensure effective scrutiny and decision making across NECA Committees.	<a href="#">NECA Decision Making Protocol</a>	Lizzie Lunn Policy and Scrutiny Officer 07342069369 <a href="mailto:elizabeth.lunn@northeastca.gov.uk">elizabeth.lunn@northeastca.gov.uk</a>	Public
OS 4 (c) Corporate Issue	14 March 2019	Non-Key	Overview and Scrutiny Committee	<b>Strategic Economic Plan yearly update</b>  Members are requested to note the report and provide views on the progress of Strategic Economic Plan Update	<a href="#">North East Strategic Economic Plan – More and Better Jobs</a>	Helen Golightly Head of Paid Service 07900 226078 <a href="mailto:Helen.golightly@northeastca.gov.uk">Helen.golightly@northeastca.gov.uk</a>	Public
<b>Economic Development and Regeneration Advisory Board (EDRAB)</b>							

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)
ED 2 (a) Economic Development and Regeneration	26 March 2019 (Standing Item) <b>Moved from 29 January 2019</b>	Non-Key	EDRAB	<b>Economic Development and Regeneration – Progress Update</b> Members are requested to receive an update on, and provide views in relation to, progress within the key areas of the Economic Development and Regeneration theme. The update will include work undertaken by the Invest North East England function and on the Local Industrial Strategy.	<a href="#">North East Strategic Economic Plan - More and Better Jobs</a>	Vince Taylor Head of Policy, Partnerships and Communications 0191 561 1113 <a href="mailto:vince.taylor@sunderland.gov.uk">vince.taylor@sunderland.gov.uk</a>	Public
ED 2 (b) Economic Development and Regeneration	26 March 2019 <b>Moved from 29 January 2019</b>	Non-Key	EDRAB	<b>North East LEP Innovation Programme</b> Members are requested to note the report and provide views on the progress of the Innovation Programme	<a href="#">North East Strategic Economic Plan – More and Better Jobs</a> <a href="https://www.nelep.co.uk/innovation">https://www.nelep.co.uk/innovation</a>	Vince Taylor Head of Policy, Partnerships and Communications 0191 561 1113 <a href="mailto:vince.taylor@sunderland.gov.uk">vince.taylor@sunderland.gov.uk</a>	Public
ED 2 (c) Economic Development and Digital	26 March 2019	Non-Key	EDRAB	<b>5G North East</b> The Board is requested to receive an update on, and provide views in relation to, the continuation of a regional approach to the roll out of 5G.	<a href="#">North East Strategic Economic Plan – More and Better Jobs</a>	Vince Taylor Head of Policy, Partnerships and Communications 0191 561 1113 <a href="mailto:vince.taylor@sunderland.gov.uk">vince.taylor@sunderland.gov.uk</a>	Public
ED 2 (d) Economic Development and Digital	26 March 2019	Non-Key	EDRAB	<b>Economic Development and Regeneration Advisory Board – Review</b>	<a href="#">North East Strategic Economic Plan – More and Better Jobs</a>	Vince Taylor Head of Policy, Partnerships and Communications	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)
				Advisory Board members are requested to provide their views in a discussion about the future role and remit of the Economic Development and Regeneration Advisory Board (EDRAB).		0191 561 1113 <a href="mailto:vince.taylor@sunderland.gov.uk">vince.taylor@sunderland.gov.uk</a>	

### 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)
<b>North East Joint Transport Committee (JTC)</b>							
JTC 4 (a)	19 March 2019 (Standing Item)	Non-Key	JTC	<b>Regional Transport Update</b> Members are asked to note the contents of the report, detailing an update on the latest transport issues in the region.	None	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	Public
JTC 4 (b)	19 March 2019	Non-Key	JTC	<b>Transforming Cities Fund Update</b> To receive an update on progress regarding the Transforming Cities Fund.	<a href="#">NECA's Transforming Cities Fund expression of interest</a>	Mike Scott TCF Project Lead 0191 203 3512 <a href="mailto:mike.scott@nexus.org.uk">mike.scott@nexus.org.uk</a>	Public
JTC 4 (c)	19 March 2019	Key	JTC	<b>Light Rail (and other rapid transit solutions) – response to Department for Transport call for evidence</b> That the Joint Transport Committee agrees to submit the response to the DfT's call for evidence as detailed in the report.	<a href="#">Light Rail (and other rapid transit solutions) – A Call for Evidence on the opportunities available to introduce new Light Rail Systems or other rapid transit solutions into towns and cities in England.</a> Department for Transport, February 2019.	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	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)
JTC 4 (d)	19 March 2019	Non-Key	JTC	<b>Taxi OLEV Grant and GUL Update</b> This report will update Members on progress with the Go Ultra Low North East project and the recent announcement that the region has been successful in receiving £500k in funding through the Office for Low Emission's Taxi infrastructure scheme.	<a href="#">Agenda item 9 "Office of Low Emission's Ultra Low Emission Taxi Infrastructure scheme" North East Joint Transport Committee, 18<sup>th</sup> December 2018</a>	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nex.us.org.uk">tobyn.hughes@nex.us.org.uk</a>	Public
JTC 4 (e)	19 March 2019	Non-Key	JTC	<b>Capital Programme Monitoring Report</b> To provide the Joint Transport Committee with an update on the 2018/19 Transport Capital Programme.	None	Paul Woods Chief Finance Officer 07446936840 <a href="mailto:Paul.woods@north-eastca.gov.uk">Paul.woods@north-eastca.gov.uk</a>	Public
JTC 4 (f)	19 March 2019	Non-Key	JTC	<b>Revenue Budget Monitoring Report</b> To provide the Joint Transport Committee with an update on the revenue budget for 2018/19.	None	Paul Woods Chief Finance Officer 07446936840 <a href="mailto:Paul.woods@north-eastca.gov.uk">Paul.woods@north-eastca.gov.uk</a>	Public
JTC 4 (g)	19 March 2019	Non-Key	JTC	<b>East Coast Main Line update</b> To note recent developments relevant to the North East regarding the East Coast Main Line railway.	None	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nex.us.org.uk">tobyn.hughes@nex.us.org.uk</a>	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)
JTC 4 (h)	19 March 2019	Non-Key	JTC	<b>Air Quality Update</b> Members are asked to note the contents of this report, detailing the latest position in respect of air quality.	Newcastle / Gateshead / North Tyneside Cabinet reports on air quality (due to be published on 18 <sup>th</sup> February 2019) <a href="#">Newcastle Policy Cabinet paper on air quality, February 2018:</a>	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	Public
JTC 4 (i)	19 March 2019	Non-Key	JTC	<b>Funding Formula Consultation Response</b> The committee is recommended to note the report.	Consultation documents available at: <a href="https://www.gov.uk/government/consultations/revision-of-local-authorities-relative-needs-and-resources">https://www.gov.uk/government/consultations/revision-of-local-authorities-relative-needs-and-resources</a>	Eleanor Goodman Principal Accountant 0191 277 7518 <a href="mailto:eleanor.goodman@northeastca.gov.uk">eleanor.goodman@northeastca.gov.uk</a>	Public
<b>North East Joint Transport Committee Tyne and Wear Sub-Committee (TWSC)</b>							
JTC TW 4 (a)	4 April 2019 (Standing Item)	Non-Key	TWSC	<b>Monitoring Nexus' Performance and Metro Performance Update</b> To provide members with an update on Nexus' corporate performance for 2018/19 including Metro performance.	None	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	Public
JTC TW 4 (b)	4 April 2019 (Standing Item)	Non-Key	TWSC	<b>Nexus' Corporate Risks 2019/20</b> To present members with the Nexus' Corporate Risk Register for 2019/20. The report identifies the corporate risks for 2019/20 including any mitigating actions put in place.	None.	Tobyn Hughes Managing Director Transport North East (0191) 2033246	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)
						<a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	
JTC TW 4 (c)	4 April 2019	Non-Key		<b>Tyne Tunnels Update</b> To provide Members with an update on issues relating to the Tyne Tunnels	Tyne Tunnels Update Reports to TWSC – available from the contact officer.	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	Public
<b>NEW</b> JTC TW 4 (d)	4 April 2019	Key	TWSC	<b>Proposed Changes to Companion Card Eligibility Criteria</b> To agree to the implementation of revised eligibility criteria for new applicants for the Companion Card concession, alongside the continuation of the existing criteria for a two-year period so that the impact of the proposed changes can monitored, following discussions with Members.	<a href="#">Nexus Companion Card consultation.</a>	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	Public
<b>North East Joint Transport Committee Overview and Scrutiny Committee (JTC Overview and Scrutiny Committee)</b>							
JTC OS 2 (a)	14 March 2019 (Standing Item)	Non-Key	JTC Overview and Scrutiny Committee	<b>North East Joint Transport Committee Forward Plan and Scrutiny Work Programme</b> To receive the latest version of the Forward Plan and annual work programme.	Held by the Contact Officer	Lizzie Lunn Policy and Scrutiny Officer 07342069369 <a href="mailto:elizabeth.lunn@northeastca.gov.uk">elizabeth.lunn@northeastca.gov.uk</a>	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)
JTC OS 2 (b)	14 March 2019	Non-Key	JTC Overview and Scrutiny Committee	<p><b>Review of Decision-Making Protocol following governance changes</b></p> <p>Members are requested to note the Decision-Making Protocol for Transport following changes to governance.</p> <p>Members are asked to note and comment on a proposed action plan setting out the steps required to ensure effective scrutiny and decision making across the Joint Transport Committee and its Committees.</p>	<a href="#">NECA Decision Making Protocol</a>	Lizzie Lunn Policy and Scrutiny Officer 07342069369 <a href="mailto:elizabeth.lunn@northeastca.gov.uk">elizabeth.lunn@northeastca.gov.uk</a>	Public
JTC OS 2 (c)	14 March 2019	Non-Key	JTC Overview and Scrutiny Committee	<p><b>Transport for the North Strategic Transport Plan – Overview of the internal consultation process</b></p> <p>The report will overview the processes the region has taken in the development of the Strategic Transport Plan including the engagement with members and how comments have been received and acted upon. It will review potential lessons learned from this process for consideration by the Committee.</p>	<p><a href="#">Transport for the North Proposed Strategic Transport Plan and Investment Programme (February 2019)</a></p> <p><a href="#">North East Joint Transport Committee, January 2019</a></p> <p><a href="#">NECA Leadership Board report, February 2019</a></p> <p>NECA comments on the Strategic Transport Plan (April 2018)</p> <p><a href="#">Transport North East Committee Papers, February, July, November 2016</a></p>	Tobyn Hughes Managing Director Transport North East (0191) 2033246 <a href="mailto:tobyn.hughes@nexus.org.uk">tobyn.hughes@nexus.org.uk</a>	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)
					<a href="#">February, April, July, November 2017, February April and October 2018</a>		
<b>North East Joint Transport Committee Audit Committee (JTC Audit Committee)</b>							
JTC AC 2 (a)	18 April 2019 (Standing Item)	Non-Key	JTC Audit Committee	<b>Internal Audit Progress Report</b> The report is for Member's information.	NECA Internal Audit Plan	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 <a href="mailto:Philip.slater@newcastle.gov.uk">Philip.slater@newcastle.gov.uk</a>	Public
JTC AC 2 (b)	18 April 2019 (Standing Item)	Non-Key	JTC Audit Committee	<b>Strategic Risk Register</b> The report is for Member's information.	NECA Strategic Risk Register	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 <a href="mailto:Philip.slater@newcastle.gov.uk">Philip.slater@newcastle.gov.uk</a>	Public

### 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 103 Transport and Digital Connectivity	11 January 2019 (Expires 12 March 2019)	Non-Key	Head of Paid Service	<p><b>Go Ultra Low Project- Approval to Contract award for Construction of five electric vehicle rapid hubs.</b></p> <p>To seek agreement from the Head of Paid Service in consultation with Head of Monitoring and Chief Finance officer to approve a contract award to the successful tenderer to construct five electric vehicle rapid hubs within the region.</p>	<p>Minute number 13 Delegated decisions: a) “Smarter Travel, Smarter Cities” proposed European Regional Development Fund bid and b) Go Ultra Low North East programme. North East Leadership Board- 19<sup>th</sup> June 2018</p>	<p>Kim Farrage Senior Specialist Transport Planner 0191 2778971 <a href="mailto:Kim.farrage@north-eastca.gov.uk">Kim.farrage@north-eastca.gov.uk</a></p>	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD 107 Economic Development and Regeneration	15 February 2019 (Expires 16 April 2019)	Non-Key	Monitoring Officer	<p><b>Innovation Project Development Fund: Stephenson Challenge – ROCKET Feasibility and Development Stage project</b></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 Stephenson Challenge – ROCKET Feasibility and Development Stage project.</p>	<p>Confidential LEP Delegated Decision report</p> <p>Confidential project business case and supporting documents</p> <p>Confidential project appraisal report</p>	<p>Ben McLaughlin Programme Support Officer 0191 3387446 <a href="mailto:ben.mclaughlin@nelep.co.uk">ben.mclaughlin@nelep.co.uk</a></p>	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)

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 108 Economic Development and Regeneration	28 February 2019 (Expires 29 April 2019)	Non-Key	Monitoring Officer	<b>Incubator Support Fund: NETPark Incubator Support for SMEs</b> 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 NETPark Incubator Support for SMEs.	Confidential LEP Delegated Decision report Confidential project business case and supporting documents Confidential project appraisal report	Ben McLaughlin Programme Support Officer 0191 3387446 <a href="mailto:ben.mclaughlin@nelep.co.uk">ben.mclaughlin@nelep.co.uk</a>	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD 109 Transport	22 February 2019 (Expires 23 April 2019)	Non-Key	Head of Paid Service	<b>Sunderland Electric Vehicle Filling Station – Minor Variation to the Electric Vehicle Charging Units</b> To seek agreement from Head of Paid Service in consultation with Head of Monitoring and Chief Finance Officer to approve an additional payment of £32,100 in order to install two 175kW chargers which would replace two of the 50kW chargers.	<a href="#">Minute 13 of North East Leadership Board meeting 19<sup>th</sup> June 2018</a> <a href="#">i) “Smarter Travel, Smarter Cities” proposed European Regional Development Fund bid and</a> <a href="#">ii) Go Ultra Low North East programme.</a>	Kim Farrage Senior Specialist Transport Planner 0191 2778971 <a href="mailto:Kim.farrage@north-eastca.gov.uk">Kim.farrage@north-eastca.gov.uk</a>	Private – the report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD 110 Transport	1 March 2019	Non-Key	Head of Paid Service	<b>Go Ultra Low Rapid Hubs project: Notification of cost increase</b>	Minute number 13 Delegated decisions: a) “Smarter Travel, Smarter Cities” proposed	Kim Farrage Senior Specialist Transport Planner	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)
	(Expires 30 April 2019)			To seek agreement from the Head of Paid Service in consultation with the Head of Monitoring and Chief Finance officer to approve an additional payment of £80,000 due to the increased electrical installation costs.	European Regional Development Fund bid and b) Go Ultra Low North East programme. <a href="#">North East Leadership Board - 19<sup>th</sup> June 2018</a>	0191 2778971 <a href="mailto:Kim.farrage@north-eastca.gov.uk">Kim.farrage@north-eastca.gov.uk</a>	"exempt" information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)
DD 111 Economic Development and Regeneration	15 March 2019 (Expires 14 May 2019)	Non-Key	Monitoring Officer	<b>Incubator Support Fund: Woods II Incubator</b> 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 <a href="mailto:ben.mclaughlin@nelep.co.uk">ben.mclaughlin@nelep.co.uk</a>	Private – the report will contain "exempt" information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972)

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