



Overview and Scrutiny Committee

Monday 5th February, 2018 at 10.00 am

Meeting to be held: Committee Room, County Hall, Morpeth, NE61 2EF

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AGENDA

Page No

1. **Apologies for Absence**

2. **Declarations of Interest**

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

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

(a) **Minutes of 13 September 2017** 1 - 6

(b) **Notes of Inquorate Meeting 14 December 2017** 7 - 16

4. **Transport and Digital Connectivity Thematic Lead Update Report** 17 - 28

5. **NECA Decision Making Protocol** 29 - 50

6. **NECA Forward Plan and Work Programme** 51 - 74

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

Thursday 15 March 2018 at 10.00am

Contact Officer: Janet Howard Tel: (0191) 211 5048 E-mail: janet.howard@northeastca.gov.uk

To All Members

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North East Combined Authority, Overview and Scrutiny Committee

13 September 2017

(1.30 - 3.00 pm)

Meeting held North Tyneside Council, Quadrant, The Silverlink, Cobalt Business Park, Tyne & Wear, NE27 0BY

Present:

Chair : D Taylor-Gooby

Councillors: A Patterson, R Crute, J Eagle, A Lower, R Glindon, S Graham,
R Dodd, Flux, J Amar, W Flynn, D Snowdon and S Green

8 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Weatherley (Gateshead) and Councillor Wright (Sunderland).

9 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.

10 MINUTES OF THE PREVIOUS MEETING

RESOLVED: The minutes of the previous meeting held on 10 July 2017 were agreed as a correct record subject to checking the following information; Apologies were believed to have been given by Councillor Flux (and not Councillor Flynn as stated).

Matters arising

Nicola Laverick (Policy and Scrutiny Officer) provided an update on the vice chair position. The post was currently being advertised and standard recruitment procedures would be followed. It was anticipated that interviews would possibly take place at the end of September.

11 NORTH EAST STRATEGIC ECONOMIC PLAN

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

Richard Baker (NELEP Head of Strategy and Policy) presented the report which provided an update on the North East Strategic Economic Plan. The Plan had been refreshed and relaunched by the North East Local Enterprise Partnership (LEP) in conjunction with the North East Combined Authority.

The refreshed SEP, published in March 2017, set out how recent successes could be built on and continue to create more and better jobs for the region. The SEP was jointly endorsed and delivered by the North East Local Enterprise Partnership (North East LEP) and the North East Combined Authority (NECA) and brought together a number of key partners behind the vision of 'more and better jobs'.

Six programmes detailed how the SEP would be delivered in a partnership approach:

- Innovation
- Business Growth and access to finance
- Skills
- Employability and Inclusion
- Economic Assets and Infrastructure
- Connectivity

There was a focus on four areas of opportunity - the sectors where it was believed would have the greatest impact on productivity and growth:

- Digital
- Advanced manufacturing
- Health and Life Science
- Subsea, Offshore and Energy

Comments, questions and points raised by members

- A Member asked how a 70% increase in better jobs would be possible in the current economic climate.

Richard Baker advised that a key focus of the plan was on professional and technical jobs via promoting demand and working with the education sector to supply skills. The skills programme was trying to match supply of labour in the region to demand in the economy. The plan set the long term strategic direction and NELEP was working with businesses and schools to prepare students for jobs.

- The rural areas of Northumberland and Durham were raised; these had seen a massive decline in local/traditional industries and the 'local economy' was disappearing.

Issues specific to rural areas were recognised and the plan detailed specific actions such as in the energy sector. The Netpark site was given as an example

of innovation. The Business Growth Programme also included support to rural enterprise and provided a focus for growth.

There were four live Enterprise Zones in the NECA area including Berwick. The LEP was working closely with Northumberland County Council; as the issues were recognised in the SEP it was anticipated that funding would follow.

- The issue of connectivity with the local planning system was raised.

The LEP would act as a co-ordinating body and was not responsible for delivery of every aspect of the plan. All seven local authorities had agreed to align their Local Development Frameworks with the plan.

- With regard to digital connectivity this would be developed through the availability of superfast broadband and the development of 5G. Innovative exploration was taking place with the European Space Agency around the 5G platform.
- The SEP was aligned with the national strategy to deliver other sources of funding. The LEP also worked with bordering regions to maximise economic growth and was engaged with the Northern Powerhouse and Transport for the North.
- The potential problems of Air Passenger Duty was an important issue as all seven local authorities were shareholders in Newcastle Airport. Significant discussions were ongoing and representations had been made for the last 3-4 years.
- This issue of a shortage of NHS consultants was raised. Although the LEP endorsed improvement to the NHS, and Health Quest was identified as one of four areas of opportunity that could improve the performance of the economy, it did not have a role in recruitment.
- The job growth increase of 6.6% over the past two years broadly described growth in a number of areas including advanced manufacturing, digital/technical sectors and continued growth in public sector employment.
- A state of the region report would be prepared annually to illustrate the growth.
- The data source used relied on for targets did include apprenticeships.
- Decommissioning of gas and oil rigs offered opportunities as well as challenges. The offshore renewables agenda was a key area and there were potential opportunities including wind and tidal technologies.
- Investment in the Metro stock going forward was raised and transport improvements for rural areas.

The Chief Finance Officer stated that it was widely recognised that the NECA area had limited investment compared to other areas. The Leaders and Nexus had been working hard on transport issues. The strategic case for replacement of the Metro fleet had been accepted nationally at officer level although there was no detail on the nature of the funding. It was hoped that there would be news on this in the next few months. Nexus was also looking at Metro extension and the Blyth/Ashington/Tyne link also offered opportunities to improve transport links.

- It was stated that a PFI route could hinder future technical development.

The Chief Finance Officer agreed that PFI had delivered bad projects but others had been successful such as the new Tyne Crossing. Many different issues would be taken into consideration on the drafting of the potential contract including issues of flexibility; the contract would be for purchase and maintenance of the Metro fleet.

RESOLVED: That the Overview and Scrutiny Committee noted the content of the report.

12 **NECA BUDGET PROCESS AND TIMETABLE 2018/19**

Submitted: Report of the Chief Finance Officer setting out the process and timetable for the preparation, consultation and approval of the 2018/19 budget and indicative medium term financial strategy (previously circulated and copy attached to the official minutes).

NECA was required to set its budget and Transport Levies in its area for 2018/19 before 15 February 2018. It is currently planned that the NECA Leadership Board will agree these at its meeting on 16 January 2018.

To achieve this, Transport levies must be considered by the Tyne and Wear Transport Sub-Committee and in Durham and Northumberland by mid-December 2017.

All comments received during the consultation period would be fed into the process.

Members considered if a further meeting would be required to consider the draft budget proposals or whether to extend the time frame of the next meeting on 14 December. The Chief Finance Officer would brief the Chair and highlight if anything unexpected had arisen during the consultation process.

RESOLVED: That the Overview and Scrutiny Committee noted the budget process and timetable and that the draft budget would be circulated on 14 November.

Members also agreed that a decision as to whether an additional meeting was required would be taken at the discretion of the Chair. If another meeting was not necessary the Overview and Scrutiny Committee would receive and consider the draft budget report at its next meeting on 14 December 2016.

13 **FORWARD PLAN AND WORK PROGRAMME**

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

Nicola Laverick (Policy and Scrutiny Officer) introduced the report which provided Members with an opportunity to consider the items on the Forward Plan for the current 28 day period and to endorse the Scrutiny Annual Work Programme for 2017/18.

Comments, questions and points raised by members

- A Member commented that the work programme was heavily weighted towards transport to the exclusion of other areas of NECA responsibility.

The Scrutiny Officer agreed that other policy areas could be considered, based on Member input, and plotted against the regular areas of workload.

- Members requested that a forceful line be taken with all of the thematic leads to present to Overview and Scrutiny Committee at least once per year. The Chair agreed to write to the thematic leads on behalf of the Committee.
- Following a request for more information regarding a possible North of Tyne combined authority and the position of NECA, Paul Woods (Chief Finance Officer) agreed to ask Helen Golightly (Head of Paid Service) to provide an update for the next meeting.
- A Member requested information on the refurbishment of the Tyne Pedestrian Tunnel. The Chief Finance Officer informed Committee that the NECA Transport North East (Tyne and Wear) Sub-Committee received regular updates on the project and it was anticipated the tunnel would open in spring 2018. A short update would be provided for the next meeting.
- Members agreed that an update on health and wealth be built back into the work programme. The Chair suggested inviting a health expert to a future meeting.
- The Scrutiny Officer advised that the delegated decision process had gone through a review and refresh of procedures.

RESOLVED: That Committee agreed the Forward Plan and endorsed the work programme for 2017/18.

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

10:00am on Thursday 14 December 2017

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North East Combined Authority, Overview and Scrutiny Committee

14 December 2017

(10.11 - 11.59 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: A Patterson, R Crute, J Eagle, N Weatherley, O Avery,
R Glindon, S Graham, J Amar and N Wright

15 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Dodd, Flux, Lower and Snowdon.

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

16 DECLARATIONS OF INTEREST

Councillor Eagle declared an interest in items 6 and 7 as an employee of Nexus and informed the 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.

David Taylor-Gooby declared a personal interest in item 4 as a member of an NHS Commissioning Group.

Councillor Avery declared a personal interest in item 4 as a governor of the North East Ambulance Trust.

17 MINUTES OF THE PREVIOUS MEETING HELD ON 13 SEPTEMBER 2017

The Committee reviewed the minutes of the previous meeting held on 13 September 2017 and those present agreed their accuracy subject to the following amendment: That the Chair (David Taylor-Gooby) be recorded as an Independent Person, and not as a Councillor.

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

Matters arising:**Minute 13 – Forward Plan and work programme.**

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

The Committee were advised that all three of the North of Tyne authorities' Cabinets had given their approval to the 'minded-to' devolution deal, and that the next stage was for a period of consultation to take place running from 14 December 2017 to 5 February 2018. The NECA had been invited to respond to the consultation, but it was felt that it would be more appropriate for each constituent authority to respond individually, along with businesses, residents, universities etc. The North of Tyne authorities would then review responses to the consultation and submit a report to the Secretary of State, who would determine whether or not to make an Order to create a new combined authority for the North of Tyne area, which covers Newcastle, North Tyneside and Northumberland local authority areas.

There would be no changes made to the NECA unless/until the Secretary of State decided to make an Order. There were a range of Orders that the Secretary of State could choose to make, one of which would be to change the boundary of the NECA area to remove the three North of Tyne authorities, with the agreement of the NECA Leadership Board, but allow the remaining four authorities to continue operating as NECA with the only change being to membership and geography. If any of the remaining four authorities also wished to withdraw a separate exercise would then need to take place. Until such time as an Order is made, the NECA must continue with business as usual in order to discharge its responsibilities.

It was noted that some functions operating across the seven local authorities would continue regardless of the outcome of the consultation, e.g. the Local Enterprise Partnership and the Metro, and that there would be issues to address about the operation and governance of those functions.

18 **HEALTH AND WEALTH: CLOSING THE GAP IN THE NORTH EAST - UPDATE**

Submitted: Report of Chief Executive, Gateshead Council (previously circulated and copy attached to the Official Minutes).

Sheena Ramsey, Chief Executive Gateshead Council, presented the report which updated Members on progress in taking forward the 10 recommendations of the North East Commission for Health and Social Care Integration as set out in its report 'Health and Wealth: Closing the Gap in the North East'.

Sheena drew Members' attention to the following key points: that although the north east had seen the fastest increase in life expectancy of any UK region, the health and wellbeing gap with the rest of the UK and inequalities within the region itself remained high; that the current system was thought to be over-focused on treatment of ill health rather than prevention, and; that there is a strong link between people's health and the wealth and productivity of the region.

The Committee were advised that the recommendations of the Commission had been incorporated into the refreshed Local Enterprise Partnership's Strategic Economic Plan (SEP).

It was also noted that, since the last update to the Committee in March 2017, a Sustainability and Transformation Plan Prevention Board had been established across the region as part of the remit for the NHS Sustainability and Transformation Plan (STP), and that this had been deemed to be the most appropriate place to take the recommendations of the Commission forward.

Members were advised that there had not been as much progress in taking the recommendations forward as had been hoped, and that there were a number of factors that had contributed to this. The footprint of the STP had changed, and configuring it had taken more energy and focus than had been expected, the devolution deal for North of Tyne had not been anticipated at the time at which the recommendations were drafted, and preparations for Brexit had taken up a great deal of capacity nationally. It was suggested that the Committee may want to consider challenging lack of progress going forward.

Comments, questions and points raised by members

- That the north east should be proud of the success of its health initiatives, such as the Fresh campaign, but that such success only happened when the local authorities all worked together.
- That there was an increasing number of people choosing to vape, and whether there was any evidence regarding addiction or damage to lungs as a result of this.

Officers advised that evidence so far suggested that vaping was 95% less harmful than smoking, and so was considered to be a good alternative to tobacco for existing smokers. However, there were concerns that it could become a route into smoking. It was suggested that this was something that should be reviewed in a few years' time when more data and evidence would be available.

- Noting both the link between health and wealth in the region, and that the north east had recently been found to be doing better than expected on social mobility, whether this could play a role in improving health outcomes.

Officers advised that the north east had proven to be quite resilient to austerity in recent years. Employment was felt to be the biggest determinant in improving health outcomes, but the quality of jobs was also an important factor. It was highlighted that there were people in work who were still having to rely on foodbanks. It was also noted that some people developed life limiting conditions at a fairly early stage, e.g. in their 50's, and so although they were living longer they did not have a good quality of life.

- That the north east had a good track record on improving health but still lagged behind the rest of the UK, not least because of the region's industrial heritage, and that there were still some massive issues to be addressed.

- That a lot of the good work taking place was being put under strain by funding cuts, and that greater integration between health and social care would result in a greater impact.
- It was suggested that there was a perverse incentive to put money into acute care whereas investment in preventative measures may be more effective, and ultimately cost less.
- That there was uncertainty about governance of the STP in light of Brexit and North of Tyne devolution, whether any thought or consideration was been given to alternative options, and how realistic the prospects of delivering the Commission's recommendations were in this context.

Officers advised that the Sustainability and Transformation Plan Prevention Board had already acknowledged that there would be a need to review its governance in light of recent developments, including whether Board membership was appropriate. The Board may decide to focus on the top two or three most significant recommendations, rather than trying to deliver on all 10. Moving forward there would be a need to align with the evidence base about what works.

- That the Committee shared concerns expressed in the report about lack of funding, and noted that the north east has some of the best performing hospitals, but still some of the worst health outcomes. It was suggested that there should be a greater focus on preventing ill health, rather than just on treating it.
- Whether the recommendations around mental health included child and adolescent mental health issues.

Officers advised that mental health services for children and adolescents were not in a good place, and that young people often reached crisis point before they were able to gain access to services. Work was taking place to look at lower level mental health support, such as provision within schools, and a model was being developed for early intervention.

- That there were concerns about workforce capacity and recruitment, and whether any workstreams were being put in place to address this.

Officers advised that this was included in the SEP and that there were a number of schemes to bring people with existing experience of health work back into the workforce, to look at recruitment for health and social care and to skill up the workforce who are at a lower level to enable them to provide additional support.

- That loneliness and isolation could have a big impact on health, and was something that could be addressed without the need for skilled professionals.

Sheena suggested that the Committee may wish to request further updates on specific aspects of this agenda or a further comprehensive update back to the Committee at an appropriate time.

The Chair thanked everyone for their contributions those present agreed that they wished to have further updates on progress brought back to them at an appropriate point.

RECOMMENDED – That:

- i. The report be received and comments noted.
- ii. Further updates to be brought back to the Committee at an appropriate point.

19 DRAFT BUDGET 2018/19 AND TRANSPORT LEVIES

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

Kate Laing, Principal Accountant, presented the report highlighting the key issues. It was noted that the Leadership Board had received and approved the draft Budget report for 2018/19 at their meeting held on 21 November, but that since then the North of Tyne devolution deal had been announced, which may change the budget arrangements for 2019/20. Implications for the 2018/19 Budget would be assessed and reported to the Leadership Board in January 2018 but it was not expected to have a significant impact.

Comments, questions and points raised by members

- Officers confirmed that comments made by the Committee would be passed on to the Leadership Board.
- How realistic the transport savings were thought to be given recent infrastructure problems.

Officers advised that although there had been a number of recent issues on the Metro, and a particular issue on 29 October, these would be addressed later on the agenda. There had been a sustained reduction in grant funding to Nexus from the NECA. This was part of an ongoing position since 2012 and was a result of the declining resources of the constituent authorities. The levy largely covered the cost of bus passes, accounting for around two thirds of the total amount, with the remaining money going towards other services such as the discretionary concession scheme, bus stop maintenance and cleaning, information provision, the ferry service, and around £5m to extend the free bus pass scheme on to the Metro (the Gold Card). The remainder of Metro funding was a mixture of fare box revenue (around £50m) and grant received directly from the Department for Transport (approx £25m). The Metro system was not performing as well as previously and patronage was declining, which put pressure on the fare box income.

In previous years it had been agreed with Tyne and Wear Authorities that frontline services would be preserved despite the reducing grant made available to Nexus. In order to achieve this Nexus had progressively reduced its non-Metro staffing numbers (by over 20% in all), and made efficiencies to reduce the cost of delivery. Reserve funding had been used to plug the remaining gap over the past five years and is proposed to be used for one final year in 2018/19, but it was anticipated that this would no longer be possible in future years (2019/20 and beyond). Therefore cuts to frontline services may now need to be reconsidered, to take effect in 2019/20. Consultation had previously taken place with service users and other interested parties into priorities, and further detailed consultation would probably be carried out over the following year in preparation for future cuts.

- That it was pleasing to see the inclusion of cheaper fares for young people following the Committee's policy review of transport related barriers to education, employment and training, and that the Committee expressed their thanks to officers for following through on those recommendations.

Officers elaborated that proposals had been taken to the Transport North East Tyne and Wear Sub-Committee a few weeks previously for new flexible and more affordable fares for young people under the age of 19, with the introduction of new £1 single and £2 capped daily Metro fares that could be bought with a new form of Pop Pay As You Go (PAYG) card.

RECOMMENDED – That the report be received and comments noted.

20

METRO FUTURES NEW FLEET PROCUREMENT UPDATE

Submitted: Report of the Lead Chief Executive for Transport (previously circulated and copy attached to Official Minutes).

Tobyn Hughes, Managing Director Transport Operations, introduced the report and highlighted the significant progress that had been made since the report was requested. The Chancellor had stated that £337 million of funding would be made available for Metro fleet replacement, and that this would be in the form of a full grant rather than a private finance initiative (PFI). It would cover 93% of costs, which was a very favourable outcome as there would usually be an expectation of a minimum 10% local contribution. The announcement was good news as the current fleet was in urgent need of replacement and it allowed officers to proceed with the procurement process. The specification for the new fleet was being finalised and would be presented to the Leadership Board in January 2018. It was suggested that the announcement had been made on the back of a united regional voice to Government requesting funding, including from cross-party political groups, businesses, bus companies, the airport, passenger groups and others.

Comments, questions and points raised by members

- Whether the Overview and Scrutiny Committee would be able to contribute to the discussion on specification of the new fleet.

Officers advised that discussions about the specification have already taken place, and that there was a need to get out to the market as soon as possible, but that any comments made by the Committee would be taken on board.

- That the funding announced by the Chancellor was fantastic news, and the Committee offered their congratulations to all those who had been involved in securing it.
- Given that it would be some time before the new fleet was operational, whether the existing system could potentially worsen in the meantime and if so what could be done to address that.

Officers advised that the current fleet was at the end of its natural life. As it was a unique fleet that was bespoke to the Tyne and Wear system it was not possible to bring trains in from elsewhere or to source spare parts. Under the circumstances, it was felt that depot staff were doing a fantastic job in maintaining the trains. The peak hour timetable required 74 trains to be running out of a total of 90 available, some of which would always be undergoing routine maintenance, and this resulted in a low level of resilience. It was confirmed that 84 new trains were to be commissioned. It was suggested that residents were used to a high level of performance and a high frequency service, and although performance was worsening the frequency was still believed to be the highest in the UK outside of London. Members were advised that there would continue to be an uphill struggle with the current fleet, and that while it was possible to inject more money into maintenance there would be a value for money measure to be taken into account given the imminent retirement of the trains.

- It was highlighted that failure of the signal system could also impact on the service, and that it was not always possible to fix such faults while the Metro was running.
- That if the new trains had the ability to use other railway tracks it could enable extension of the system, and whether this would be reflected in procurement.

Officers confirmed that there was an opportunity to specify for something that would set the system up for future expansion. Members were advised that the original fleet was not designed to run on Network Rail tracks, and extension of the service to Sunderland using Network Rail tracks therefore required a number of derogations from Network Rail. The new trains would be specified to be compatible with Network Rail, and this may also allow for operation on a wider network than currently, although there were currently no specific proposals for that. Provision could also be made for dual voltage, which would allow for Metro trains to operate using the standard rail electrification system, and new trains are expected to be fitted with a battery that would enable short journeys to be made in the event of power failure. In future it may be possible to provide for longer journeys to be made using batteries.

RECOMMENDED – That the Committee received the report and noted;

- i. Progress made on the Fleet Procurement Project to date;
- ii. The current position in regard to funding arrangements for the new fleet; and
- iii. The intention of Nexus to seek the endorsement of the Leadership Board before commencing any procurement process for new rolling stock, rolling stock maintenance and new rolling stock maintenance facilities.

21 **MONITORING NEXUS' PERFORMANCE**

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

Tobyn Hughes, Managing Director Transport Operations, introduced the report, and explained that the failure of the Metro system on 29 October 2017 had been caused by a fault with a newly installed transformer which had been put in place to address an issue with stray currents. Members were advised that it was very unusual for transformers to fail, and that safety always had to be the priority. It was highlighted that the Metro was not the only rail service to suffer failures, with recent examples in both London and Manchester.

RECOMMENDED – That the Committee noted the report.

22 **FORWARD PLAN AND SCRUTINY WORK PROGRAMME**

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

Nicola Laverick, Policy and Scrutiny Officer, presented the report and highlighted the proposal for a workshop planning meeting to take place either in January 2018 or in addition to the committee meeting in February 2018. Members were advised that the purpose of the workshop would be to discuss decision making within the NECA and forward planning for the Overview and Scrutiny Committee in 2018/19.

Comments, questions and points raised by members

- That an opportunity for a seminar on North of Tyne devolution would be welcomed.
- That the preference would be for a stand-alone workshop session in January 2018, and that the timing of this should allow for discussion about the North of Tyne devolution proposals following discussion any by the Leadership Board but in advance of the consultation deadline.
- Whether it would be possible to hold either the workshop session or the February committee meeting at Nexus headquarters and combine with a site visit to the Metro depot.

RECOMMENDED – That:

- i. The Forward Plan and work programme be received; and
- ii. A workshop to be held following the Leadership Board meeting in January, to be combined with a site visit to the Metro depot if feasible.

23 DATE AND TIME OF THE NEXT MEETING

Monday 5 February 2018 at 10.00am.

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Overview and Scrutiny Committee

Date: 5 February 2018

Subject: Transport and Digital Connectivity Thematic Lead Update Report

Report of: Thematic Lead for Transport and Digital Connectivity

Executive Summary

The purpose of this report is to provide Overview and Scrutiny Committee with an opportunity to comment on the most recent developments associated with the Transport and Digital Connectivity Thematic Lead Update.

Recommendations

The Overview and Scrutiny Committee is recommended to note and given opportunity to comment on the contents of this report.

Overview and Scrutiny Committee

1. Background Information

- 1.1 The Thematic Lead for Transport and Digital Connectivity provides a regular update to the North East Combined Authority Leadership Board covering the latest developments in Transport and Digital Connectivity. These updates include, but are not limited to, the latest progress on the development of the NECA Transport Plan and sub strategies, Transport for the North, Public Transport updates and how our region is preparing for a transformation in digital connectivity.
- 1.2 This report provides Overview and Scrutiny Committee an opportunity to comment, with the latest version of the Transport and Digital Connectivity Thematic Lead Update Report (received at 16th January 2018 Leadership Board) appended to this report. Please see Appendix A.
- 1.3 Since the publication of the latest report, Transport for the North (TfN) has launched a consultation seeking views on the Strategic Transport Plan. The plan was launched simultaneously at five venues across the North, including Newcastle International Airport. The 30 year plan looks to deliver a transformation in how people connect to different places within the North, helping to boost the economy and improve quality of life. The 13 week consultation runs until 17th April 2018.

2. Proposals

- 2.1 This report is for information purposes only. Therefore, no proposals are contained in this report.

3. Reasons for the Proposals

- 3.1 This report is for information purposes only.

4. Alternative Options Available

- 4.1 Not applicable to this report.

5. Next Steps and Timetable for Implementation

- 5.1 The Overview and Scrutiny Committee receives annual updates on the key themes of Employability and Skills, Economic Development and Regeneration and Transport and Digital Connectivity. New developments will continue to be reported through North East Leadership Board in the coming year.

6. Potential Impact on Objectives

- 6.1 Successful delivery of the various transport and digital connectivity schemes and investment proposals outlined in Appendix A will assist the Combined Authority in delivering its objective to maximise the area's opportunities and economic

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potential.

7. Financial and Other Resources Implications

7.1 There are no specific financial implications, Human Resource or ICT implications for NECA arising from this report.

8. Legal Implications

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

9. Key Risks

9.1 There are no specific risks arising from this report

10. Equality and Diversity

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

11. Crime and Disorder

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

12. Consultation/Engagement

12.1 Many of the transport programmes outlined in the appended report (Appendix A) have been the subject of consultation, at either a regional or national level.

13. Other Impact of the Proposals

13.1 No specific impacts

14. Appendices

14.1 Appendix A – A copy of the Transport and Digital Connectivity Thematic Lead Update Report presented to 16th January 2018 North East Leadership Board.

15. Background Papers

15.1 None

16. Contact Officers

16.1 Tobyn Hughes, Managing Director (Transport Operations)
tobyn.hughes@nexus.org.uk Tel: 0191 203 3236

Overview and Scrutiny Committee

Stephen Bellamy, Business Development Officer (Policy)
stephen.bellamy@nexus.org.uk Tel: 0191 203 3219

17. Sign off

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

18. Glossary

Leadership Board

Date: 16 January 2018

Subject: Transport (and Digital Connectivity) Thematic Lead Update Report

Report of: Thematic Lead for Transport and Digital Connectivity

Executive Summary

The business case and campaign by Nexus, local authorities, businesses and other key stakeholders across the region for a replacement Metro fleet has persuaded the Government to provide £337 million of capital grant. The announcement, made by the Chancellor of the Exchequer in his budget speech, has been warmly welcomed across the region and will be an important step in the journey to create a better transport network for the region.

The new fleet, expected to be introduced from late 2021, will transform performance levels and bring a range of other benefits to improve the customer experience and enable further expansion of the system.

Nexus will introduce a new fare for young people from January 2018 in the form of a 'Pop Blue' card, which will allow all those aged under 19 years of age to access a single journey ticket on Metro for only £1 with a whole day's travel capped at £2.

Further opportunities to bid for investment in transport were announced in the 2017 Autumn Budget, including the Transforming Cities Fund and additional money for electric vehicles.

Key legislation has been passed in Parliament, paving the way for TfN to become a Sub-National Transport Body in due course, an action which will benefit the region's transport infrastructure in the future. Our Transport Plan for the region continues to be developed and following endorsement from TNEC the creation of a Key Road Network will help support future funding bids for our more significant highways.

Electric Vehicles will play a key role in the region's effort to improve air quality and progress continues to be made with a project to introduce more charging infrastructure and making plans for future maintenance of the infrastructure.

Recommendations

It is recommended that the Leadership Board notes the contents of this report.

Leadership Board

1. Background Information

- 1.1 The 20-year Transport Manifesto for the North East emphasised the importance of providing attractive and reliable transport choices for businesses, residents and visitors.
- 1.2 A key milestone in the region's ability to realise that vision has now been met with the news that we have been granted £337 million towards the cost of a new fleet of Metrocars. This is great news for the area, and has been widely welcomed by businesses and residents alike. It is a key step on our journey towards our vision for transport in the region and we should retain momentum for further developments, using our advantageous position within Transport for the North to seek greater funding for strategic infrastructure and preparing the region for a digital revolution.
- 1.3 This paper provides an update to the Leadership Board regarding the latest updates on Transport and Digital Connectivity.

2. Metro: £337 million funding award

- 2.1 The bid for funding saw the region pull together with a single, united voice, loudly and constructively making the case for a new Metro fleet. The campaign saw strong engagement from business leaders in the region, as well as local political forces, all using their influence and strength of feeling to lobby Government and support the strong business case that Nexus had put together.
- 2.2 The £337 million capital grant from Government will be complemented by a further £25 million from the NECA, £15 million of which has been identified from Nexus' capital reserves and a further £10 million generated by net savings over the next three financial years as a result of Nexus eradicating its pension deficit. The total amount of funding for a new Metro fleet (including a new maintenance facility) is therefore £362 million.
- 2.3 Now that the funding has been confirmed, Nexus will commence the procurement of a new fleet of Metrocars, and preparing for their introduction onto the system in the early 2020s. A more detailed report titled "Metro Futures New Fleet Procurement Update" is featured later on this agenda.

3 Further announcements in the budget

- 3.1 A new 'Transforming Cities Fund' worth £1.7 billion was launched with the aim to help improve transport links and promote local growth. Half of this fund has been allocated on a per capita basis to the 6 combined authorities with elected Metro mayors. The other half will be allocated via competition for transport projects and officers are already considering opportunities to bid in order to fund projects which will benefit our communities.

Leadership Board

3.2 The roll out of electric vehicle charging infrastructure will be targeted with additional investment by the Government over the coming years, to increase the take up of environmentally friendly vehicles. We have already commenced a project to install electric vehicle rapid charge filling stations and clusters, and this announcement may prove a further opportunity for us to bid into and further expand provision for electric vehicles.

4. Transport for the North (TfN) and Rail North

4.1 The NECA provided its consent for Transport for the North (TfN) to become a Sub National Transport Body (STB) in August 2017.

4.2 The legislation required to formalise Transport for the North (TfN) as a statutory sub-national transport body was laid before Parliament in November 2017. By the time of the publication of this update, it is anticipated that TfN will have received formal approval to adopt the powers and duties associated with statutory status.

4.3 Provided TfN becomes constituted, TfN will be able to begin formal consultation on the Strategic Transport Plan (STP) in early 2018. The intention is for TfN to launch the STP at five locations across the North, including Newcastle International Airport, on the 16th January 2018.

4.4 The STP aims to set the picture from now until 2050 in terms of transport investment in the North. This plan will include a two sub strategies for road and rail, both of which are also in development. Consultation on these sub strategies is expected to be carried out as part of the wider STP consultation. This work has been conducted with input from NECA officers.

5 Metro Performance and Fares

5.1 For the eight week period leading up to September 2017, Metro punctuality exceeded the target of 87.2% and fleet availability was met on 87% of weekday morning peaks. Performance has improved following clearance of maintenance issues that had previously been identified. Nevertheless, the general trend of Metro fleet reliability continues to decline, which will be arrested by the arrival of the new fleet which is planned for roll out in 2021. A major network failure on Sunday 29th October 2017 led to a challenging day for passengers and a full report, following an investigation, will be provided to TWSC.

5.2 Good progress on delivering the Metro Asset Renewal Plan continues to be made with expenditure falling within targets set by the Department for Transport (DfT). Survey work for the renewal and refurbishment of the track between Gateshead Stadium and South Shields has commenced to allow for initial design works. Work is also underway to improve Metro radio systems and power supply resilience.

Leadership Board

- 5.3 The Tyne and Wear Sub-committee has approved a proposal to introduce new Metro fares for young people supporting the 16 to 19-year-old age group as they use metro to access education, skills training or even enter the world of work. The new under 19 fares offered are a £1 single or a daily ticket capped at £2 and will be available from January 2018. These new tickets will help to ingrain metro travel into the lifestyle of a new generation of travellers and the delivery of these fares through a new Pop Card 'Blue' will promote habitual use smartcards for years to come.

6. Key Route Network (KRN)

- 6.1 TNEC endorsed the creation of a Key Route Network (KRN) for the Region at its meeting in November 2017. The KRN will identify the main road traffic routes for people and freight across our area and has been put together in consultation with each of the 7 highway authorities.
- 6.2 The establishment of this KRN will support TfN in determining their Major Road Network and will allow us to better define our road network in future funding bids and plans, including the Transport Plan, which is currently under development.

7. Electric Vehicles

- 7.1 In order to improve the quality of public realm and environment, improving air quality is key. The adoption of Electric Vehicles will help towards this vision. We remain on track to see filling stations and new rapid charging clusters operational by Summer 2018.
- 7.2 The procurement for the two EV Filling stations; including one in Newcastle that will be owned by the University of Newcastle and one in Sunderland which will be owned by NECA, closed in the middle of December. The tender evaluation will commence after the Christmas period in order to appoint a contractor early in 2018.
- 7.3 Six locations across the NECA have identified for the EV rapid cluster sites which will complement the two Filling Stations. Tender documentation is currently being finalised with the intention of going to procurement early 2018 in order to award a contract for the design, construct, operate and maintain the EV Rapid Cluster sites.
- 7.4 Work continues to progress with the local authorities to construct a model for the management, operation and enhancement of the existing portfolio of charging posts to improve the offer customers and compliment the upcoming rapid charging installations. It is anticipated that a procurement exercise will be undertaken in early 2018 in order to contract for the operation and maintenance for this network on a NECA level.

8. Transport Revenue and Capital Budgets 2018/19

- 8.1 Elsewhere on today's agenda the Leadership Board will consider the revenue and

Leadership Board

capital budgets for 2018/19 with indicative estimates for 2019/20 and 2020/21.

- 8.2 In terms of transport, the revenue budgets for 2018/19 will allow for the maintenance of services despite an overall reduction in the aggregate transport levies across the NECA area. Capital investment in transport infrastructure during 2018/19 will amount to circa £140 million and in addition, Nexus will begin the process of procuring its new fleet of Metrocars as well as pursuing the development of potential route extensions.

9. Digital Connectivity Update

- 9.1 Our work to assemble a consortium to take forward the region's aspirations to develop a 5G Test Bed have continued with a number of business and academic partners becoming involved in the 5GNE project. It was not possible for a bid to be made in time for DCMS's first round of funding for 5G Test Beds and Trials, as the ambitious timelines set out by DCMS for the competition created difficulties in securing sign off from prospective private sector partners. We explained to DCMS why a bid was not submitted and they welcomed the feedback as they make preparations for the next call. 5G North East expects to make a submission into the second round of the competition, expected to be launched in January.

10. Proposals

- 10.1 This report is for information purposes only. Therefore, no proposals are contained in this report.

11. Reasons for the Proposals

- 11.1 This report is for information purposes only.

12. Alternative Options Available

- 12.1 Not applicable to this report.

13. Next Steps and Timetable for Implementation

- 13.1 We will continue the work stream to invest in electric vehicle infrastructure across the area. Nexus are seeking approval in a separate paper on the Leadership Board agenda to proceed with procuring a new Metro fleet following successful acquisition of funding.

14. Potential Impact on Objectives

- 14.1 Successful delivery of the various transport and digital connectivity schemes and investment proposals outlined in this document will assist the Combined Authority in delivering its objective to maximise the area's opportunities and

Leadership Board

potential.

15. Financial and Other Resources Implications

- 15.1 The report includes information on funding and financial opportunities. There are no specific additional financial implications for NECA arising from this report.
- 15.2 There are no Human Resource or ICT implications.

16. Legal Implications

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

17. Key Risks

- 17.1 Risk of work streams not progressing in a timely manner may impact upon the region's ability to achieve its aspirations for improving transport.

18. Equality and Diversity

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

19. Crime and Disorder

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

20. Consultation/Engagement

- 20.1 Many of the transport programmes outlined in this report have been the subject of consultation, at either a regional or national level.

21. Other Impact of the Proposals

- 21.1 No specific impacts

22. Appendices

- 22.1 None

23. Background Papers

- 23.1 Not applicable

24. Contact Officers

- 24.1 Tobyn Hughes, Managing Director (Transport Operations)

Leadership Board

tobyn.hughes@nexus.org.uk Tel: 0191 203 3236

Stephen Bellamy, Business Development Officer (Policy)
stephen.bellamy@nexus.org.uk Tel: 0191 203 3219

25. Sign off

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

26. Glossary

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Overview and Scrutiny Committee

Date: 5 February 2018

Subject: NECA Decision Making Protocol

Report of: Monitoring Officer and Policy and Scrutiny Officer

Executive Summary

The purpose of this report is to outline the Decision Making Protocol for the Overview and Scrutiny Committee.

Recommendations

The Overview and Scrutiny Committee is recommended to:

- 1) Review and agree the draft Decision Making Protocol
- 2) Agree that the Protocol is presented at the Leadership Board Meeting for approval and is implemented as soon as approval is given.
- 3) To instruct the Monitoring Officer and the Policy and Scrutiny Officer to provide advice and guidance to Officers regarding the Protocol and the required standards.

Overview and Scrutiny Committee

1. Background Information

- 1.1 On the 11 January 2018, an informal Overview and Scrutiny member's workshop was held that discussed decision making and members agreed that a draft paper would be presented today that outlined a Decision Making Protocol.
- 1.2 The Protocol (Appendix 1) reflects the discussions held in the workshop and outlines the fundamental principles of Scrutiny and Decision Making ensuring both democratic and public accountability. It also provides clear guidance to both Members and Officers regarding the role of the committee and NECA's decision making principals for key, non-key and urgent decisions.
- 1.3 The creation of the Protocol is developed in accordance with the role of the Overview and Scrutiny Committee as defined by Schedule 5A of the Local Democracy, Economic Development and Construction Act:
- a) *“Review or scrutinise decisions made, or any other Action taken in connection with the discharge of functions*
 - b) *Make report or recommendations to the authority with the discharge of functions*
 - c) *“To make reports or recommendations to the authority on matters that affect the authority's area or the inhabitants of the area.”*
- 1.4 The Local Democracy, Economic Development and Construction Act 2009 (Schedule 5A paragraph 1 (5) and (6) also reflects the role that:
- “(5) an overview and scrutiny committee must publish details of how it proposes to exercise its powers in relation to the review and scrutiny of decisions made but not yet implemented and its arrangements in connection with the exercise of those powers”*
- “(6) Before complying with sub paragraph (5) an overview and scrutiny committee must obtain the consent of the combined authority to the proposals and arrangements.”*
- 1.5 It is the intention that the Protocol provides a clear and structured guidance and it is formed on the basis of the underpinning legal framework (as noted above 1.3 and 1.4) that outlines the role of the Committee.

Overview and Scrutiny Committee

2. Proposals

- 2.1 The report proposes to provide members with an opportunity to review the draft Protocol.

3. Reasons for the Proposals

- 3.1 Appendix 1 – Decision Making Protocol is created to allow members the opportunity to consider the draft Protocol.

4. Alternative Options Available

- 4.1 There are no other alternative options and the Protocol is the agreed approach.

5. Next Steps and Timetable for Implementation

- 5.1 The overall timeline for the next steps is proposed as:
1. 11th January – Overview and Scrutiny Members informal workshop
 2. 18th February – Decision Making draft Protocol discussed by the Scrutiny Committee
 3. Earliest opportunity - protocol for agreement by the Leadership Board and implementation upon decision

- 5.2 The protocol requires the approval of the Leadership Board in accordance with Schedule 5A paragraph 1 (6) before it is implemented.

6. Potential Impact on Objectives

- 6.1 The approval of a Decision Making Protocol for the Overview and Scrutiny Committee will allow NECA to have robust and transparent mechanism for decision-making.
- 6.2 The proposals align with the Committee's Decision Making processes. The Protocol will be reviewed on an annual basis or at an appropriate point relevant to any changes to NECA's governance and decision making structure.

Overview and Scrutiny Committee

7. Financial and Other Resources Implications

7.1 There are no financial implications.

8. Legal Implications

8.1 There are no legal implications.

9. Key Risks

9.1 There are no key risks regarding the implementation of this Protocol.

10. Equality and Diversity

10.1 There are no equality and diversity implications

11. Crime and Disorder

11.1 There are no known risks regarding crime and disorder.

12. Consultation/Engagement

12.1 Consultation has been undertaken with Members and Officers regarding the development of a Decision Making Protocol.

13. Other Impact of the Proposals

13.1 There are no other known impacts on the proposed Protocol.

14. Appendices

14.1 Appendix 1 – NECA Decision Making Protocol: Overview and Scrutiny Committee

15. Background Papers

15.1 NECA Constitution

15.2 The Local Democracy, Economic Development and Construction Act 2009 (Schedule 5a)

Overview and Scrutiny Committee

16. Contact Officers

16.1 Peter Judge
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Policy and Scrutiny Officer
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Telephone: 07342 069 369

17. Sign off

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

18. Glossary

NECA – North East Combined Authority

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NECA Decision Making Protocol

1. Introduction

- 1.1 This Protocol explores the types of decisions and its related processes within the decision making bodies of the North East Combined Authority (NECA). It also describes the Overview and Scrutiny Committee's role regarding decision making.
- 1.2 The Protocol is for both Members and Officers to ensure that a clear and accountable process is in place regarding decision making which is consistently understood and applied. This Protocol will be reviewed on an annual basis or at an appropriate point relevant to any changes to NECA's governance and decision making structure.

2. North East Combined Authority - Decision Making

- 2.1 The North East Combined Authority makes decisions on a regular basis that support its ambitions for the North East and what it hopes to achieve as set out in the NECA Constitution.
- 2.2 Decisions are made at a number of levels by Statutory Officers or the NECA Leadership Board, or any committee that has final decision making authority to act in place of the Leadership Board.

The Decision Making structure:

- 2.3 The decision making structure of the North East Combined Authority and the North East Local Enterprise Partnership (NECA as the accountable body) can be described as a **bi-cameral structure**.

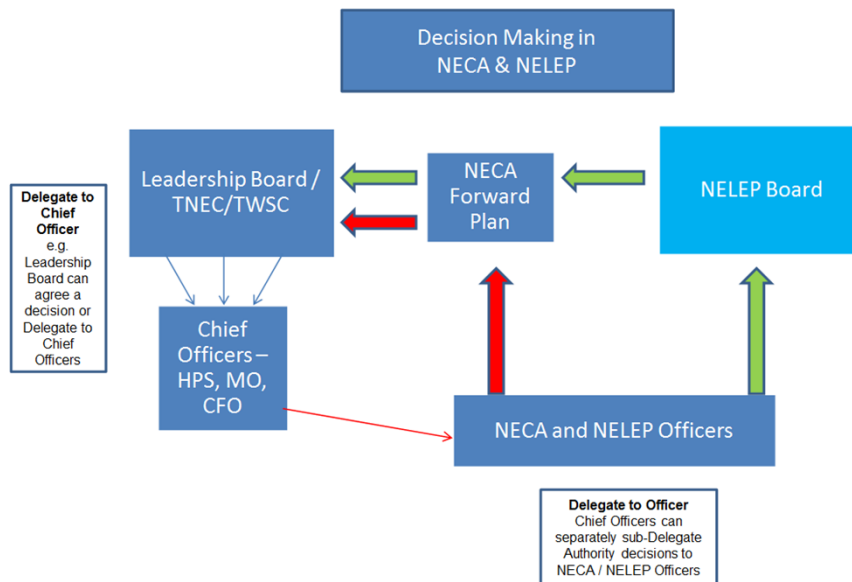
The bi-cameral structure

For example: The bi-cameral structure means that a decision in relation to funds from the North East LEP under its control is first made through the LEP governance structure and, after that, it must be confirmed by the NECA governance structure.

This ensures appropriate transparency and responsibility for decision making. As the decision passes from the LEP governance 'side' into the NECA governance 'side' the decisions become subject to prior notice on the NECA Forward Plan, call in rules and other transparency requirements which ensure democratic and public accountability.

Figure 1 below, provides an overview of the decision making arrangements of NECA and reflects the bi-cameral structure of both the NELEP and NECA.

Figure 1: NECA & NELEP decision making



3. The role of the Overview and Scrutiny Committee

3.1 The Overview and Scrutiny Committee is an important part of NECA decision making and is responsible for holding the Combined Authority to account by:

- a) Testing and challenge decisions
- b) A forum for public and political scrutiny
- c) Providing public confidence in decisions about the use of public assets and money
- d) Pausing decisions to allow for further consideration
- e) Engaging members of the public

3.2 One of the main functions of the Committee is the review and scrutiny of 'Key Decisions' made by the North East Leadership Board (NELB), the Transport North East Committee (TNEC), Transport North East (Tyne and Wear) Sub-Committee (TWSC) and Officers.

3.3 The role as defined by Schedule 5A of the Local Democracy, Economic Development and Construction Act 2009 is:

- a) Review or scrutinise decisions made, or any other action taken in connection with the discharge of functions
- b) Make report or recommendation to the authority with the discharge of functions

c) To make reports or recommendations to the authority on matters that affect the authority's area or the inhabitants of the area.

3.4 The Overview and Scrutiny Committee use the NECA 28 day Forward Plan as the main way that members can keep in view those matters and decisions they would like to focus their attention on.

Creating a productive culture

3.5 The recent CLG Effectiveness of Overview and Scrutiny Report highlighted the importance of creating a culture whereby scrutiny is recognised as playing a productive part in the decision making process. This Protocol sets out the Committee's role that makes up 'part' of the overall decision making that encompasses NECA; it is a mechanism that allows outcomes to be continuously improved in creating an overall productive culture.

3.6 In the support of the Committees objectives and purposes, this Protocol sets out types of decisions which can be of two main types: 'Key or Non Key'. There is a standard process for making key decisions but in cases of urgency, key decisions may also be made using the urgent procedure. This Protocol explains the Committee's definition of Key Decisions within the relevant legal framework.

Types of NECA Decisions

3.7 This Protocol adopts a description of the North East Combined Authority's decision making as having two different types of decisions:

- a) Key Decisions
- b) Non Key Decisions

3.8 This Protocol will explain these types of decision in more detail.

4. Key Decisions

The importance of key decisions

- 4.1 The Overview and Scrutiny Committee - in discharging its role and purpose – wishes to focus its attention and the attention of decision makers at those decisions which are most important to the authority and the public. Accordingly, Key Decisions are those which are most significant to NECA. The mechanism in the legislation and adopted throughout this Protocol ensures the public and the Overview and Scrutiny Committee have advance notice of important matters that need to be considered.
- 4.2 The Authority is required to maintain a 28 day Forward Plan and to publish it on its website. The Overview and Scrutiny Committee consider these matters by reviewing the NECA 28 day Forward Plan at each Committee, which allows members to review the key decisions being made. Accordingly, the Forward Plan is the Committee's main tool for anticipating and discharging its scrutiny role. This is supplemented by its periodic Forward Planning and Annual Work Programming approach.

Definition

- 4.3 The Overview and Scrutiny Committee adopt a definition of Key Decisions as decisions which:
- a) Are made by the NECA Leadership Board, or any committee that has final decision making authority to act in place of the Leadership Board except for the decisions listed in the schedule
 - b) Could have been made by a body at (a) above but which have been delegated to an Officer(s) or another Committee
 - c) Are made at any level of the organisation which set the Authority's policy or Strategy across the NECA area or a defined sub area (such as Tyne and Wear)
 - d) Has a policy impact or effect on persons living or working within two or more wards e.g. Transport Policies/Plans
 - e) Creates a commitment for capital expenditure with a value greater than £1m
 - f) Creates a commitment for a revenue expenditure with a value greater than £250k

- g) Any matter which a Chief Officer believes might have repercussions across the NECA area or significant adverse reputational implications for the Authority

Schedule of decisions which are made by the Leadership Board but are not key decisions:

- a) a decision to appoint a Chief Officer provided that the appointment has been openly advertised and the appointment is recommended by a selection panel, appointed by the Leadership Board, or by a process approved by the Leadership Board
- b) a decision on the selection or appointment the Chair or Vice Chair of the Overview and Scrutiny Committee, or any other Committee or Sub Committee provided any public appointment is openly advertised and managed, as set out above (a)
- c) The designation of NECA's Head of Paid Service (3.1 A14)
- d) The appointment of co-opted members to any of its joint committees, committees or sub committees (3.1 B26)
- e) Agreement to the establishment of working groups (3.1 B29)
- f) The designation of thematic leads (3.1 B30)

Please note that inclusion on this list does not prevent the Overview and Scrutiny Committee from examining any issue. This schedule only lists Leadership Board decisions which are not considered key decisions by the Overview and Scrutiny Committee.

Consequences of key decision

- 4.4 The Overview and Scrutiny Committee adopts this definition of Key Decision on the basis that the Authority agrees that it will not seek to implement any Key Decision within 5 working days of the decision being made and a decision notice being published, and circulated to the Committee members. This will allow the Committee members opportunity to call-in the decision should they wish to.
- 4.5 A decision which is Non Key can be implemented by the Authority immediately.
- 4.6 The Overview and Scrutiny Committee also expect that written reasons will be kept for all but the most minor decisions in order that if the Committee wishes to examine any decision made in the future, there is evidence of who made it and the reasons why.

Call in Arrangements: Key Decisions

- 4.7 Only Key Decisions are subject to call-in by the NECA Overview and Scrutiny Committee and cannot be implemented until the call-in process (5 days) has elapsed. Examples of Key / Non Key Decisions are attached as **Appendix 1**.
- 4.8 The process for call in shown in **Appendix 2 (flow chart of Call-In)**. A total of four members of the Committee can call in a decision; using a **call in Decision form (Appendix 3)** that will be sent to the Monitoring Officer.
- 4.9 Democratic Services Officers will notify members of the Overview and Scrutiny Committee when decisions are made and will provide the Committee with the Decision record and report(s), the date of publication, and the deadline date and deadline time for call-in.

The Call-In Process

If a decision is not called in:

- 4.10 On the expiry of **5 working days** after the decision is published and Scrutiny Committee members notified, Democratic Services officers will send confirmation to the decision maker and report author that the decision has come into force and may be implemented.

If a decision is called in:

- 4.11 Democratic Services officers will notify the decision maker and report author and a meeting of the Overview and Scrutiny Call-In Sub-Committee will be called within **14 calendar days** of the decision to call-in. Decisions cannot be implemented during this time.
- 4.12 If the Call-In Sub-Committee does not meet in the period set out above, or does meet but does not refer the matter back to the decision making person or body, Democratic Services officers will notify the decision maker and the decision can then be implemented.
- 4.13 If having considered the decision the Call-In Sub-Committee is still concerned, they will set out the nature of their concerns in writing and refer it back to the decision making body or person within one working day. The decision maker must then hold a meeting to reconsider the decision within **10 working days** of the referral being received. The decision making body or person will choose whether to amend the decision or not before reaching a final decision and implementing the decision.

5 'Non Key' Decisions

Understanding Non Key Decisions

5.1 Non Key Decisions are usually those that are operational and can be made on a day to day basis. These decisions are not subject to Call-In.

Definition

5.2 Non Key Decisions are defined as:

- a) Operational Decisions e.g. procurement decisions, HR decisions, Recruitment, Expenditure within budget, Grant variations within approved budget
- b) Has an Internal Policy impact across NECA staff at an operational level
- c) Decisions that need to be implemented immediately
- d) Having a capital expenditure less than £1m
- e) Having a revenue expenditure less than £250k

5.3 Non Key Decisions tend to be those that are taken at an operational level and less than the expenditure requirements noted above.

6 Exceptions and Urgent Decisions

Definition

6.1 There are occasions whereby the other types of decision making cannot be used and the exception is when an urgent decision may need to be taken. The definition of this is described below:

- a) The decision to seek special consent for urgent decisions will be taken by the Head of Paid Service in consultation with the Monitoring Officer
- b) The report author will consult with the Chair and Vice Chair of NECA, and the Chair or Vice Chair of the Overview and Scrutiny Committee
- c) Urgent Decisions should be the exception, and only in genuinely urgent situation.

The Urgent Decision process

6.2 Officers requesting an urgent decision must:

- a. Complete an Urgent Decision report and an Urgent Decision record and circulate them to the Statutory Officers (Head of Paid Service, Monitoring Officer and Chief Finance Officer), who will make any necessary amendments.
- b. Forward both documents to the Chair and Vice Chairs of NECA, the Chair (or Vice-Chair) of the Overview and Scrutiny Committee, and the decision maker (Head of Paid Service) to seek their approval. The Chairs / Vice-Chairs have two working days from the point that the documents are circulated to them in which to either confirm their approval or to raise any objections.

6.3 The full Urgent Decision process flowchart is mapped as **Appendix 4**.

Appendices

Appendix 1 – Key Decision Examples

Appendix 2 - Call In Flow Chart

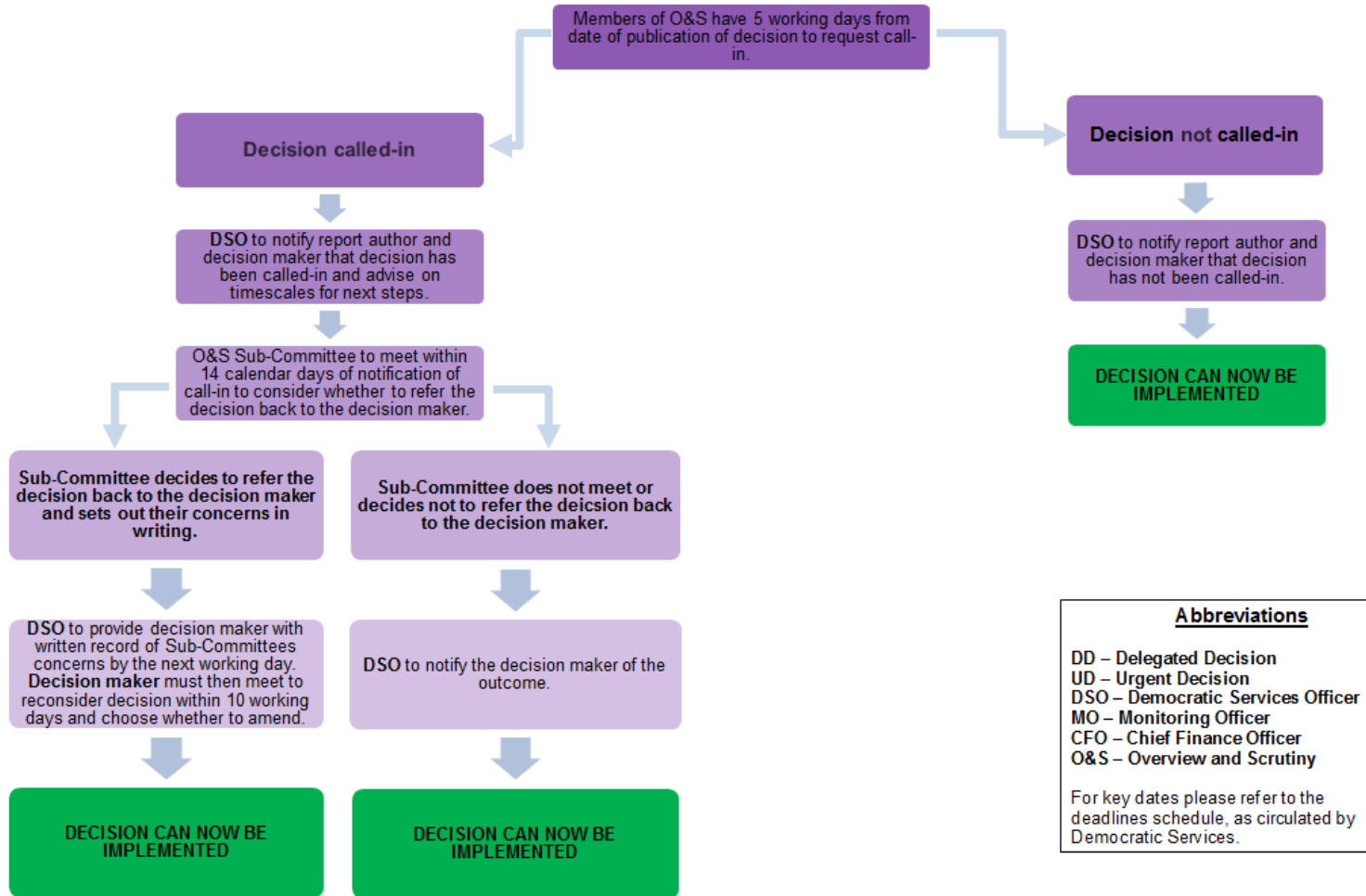
Appendix 3 - Call in Decision Form

Appendix 4 - Urgent Decision Flow Chart

Appendix 1: Key Decision Examples

Examples of Decisions	Key Decision <i>(Decision can be called in)</i>	Non Key Decision
HR Updated Policy		✓
Update of Strategic Plans – e.g. Transport Plan or Strategic Economic Plan	✓	
Recruitment of a Chair /Vice Chair of Committee	✓	
Project approval with a capital expenditure greater than £1m	✓	
A Project having a revenue expenditure less than £250k		✓

NECA Call-In Process



Abbreviations

- DD – Delegated Decision
- UD – Urgent Decision
- DSO – Democratic Services Officer
- MO – Monitoring Officer
- CFO – Chief Finance Officer
- O&S – Overview and Scrutiny

For key dates please refer to the deadlines schedule, as circulated by Democratic Services.

Appendix 2: Call In Flow Chart



NORTH EAST COMBINED AUTHORITY

Call-In Request Form

This form should be submitted to the NECA Monitoring Officer by no later than 5pm on the fifth working day after the decision publication date. The signed form should be submitted by email (to peter.judge@northeastca.gov.uk) or as an original hard copy.

The call-in process is not designed to act as a brake, but as a check and balance within the decision making process. Members will wish to make measured use of the call-in function, whilst ensuring that the day to day business and implementation of decisions can be carried out efficiently and effectively.

A call-in request can be made by any four members of the NECA Overview and Scrutiny Committee.

Call in requests cannot be made in respect of:

- Decisions already called-in
- Urgent decisions (as defined under the Overview and Scrutiny Committee Rules of Procedure at Part 4.3 of the NECA Constitution)

The call-in procedure should not be used:

- To deal with individual complaints or concerns
- As a means of requesting information
- In respect of decisions made by external bodies

Title of decision:		
Date of decision:		
Decision maker:		
On what basis is the decision challenged:	Insert ✓	Principles of Decision Making (as set out in the NECA Constitution)
		Proportionality: The action is disproportionate to the desired outcome
		Absence or lack of consideration of professional advice.
		Inadequate consultation relating to the decision
		Absence or lack of consideration of legal and/or financial implications

		Decision making process has not been open and transparent.
		Viable alternatives have not been considered
		Adequate consideration has not been given to: <ul style="list-style-type: none"> • Respect for human rights • Promotion of equality • Prevention of crime and disorder • Environment and sustainability • Risk management
		Other, please specify:

What desired outcome/alternative course of action is sought:

Reasons for the call-in (provide supporting information under each heading outlining the grounds for the call-in, which explains why you believe the decision making process was flawed. Please limit this summary to no more than 1,000 words. Additional documents can be submitted if necessary):

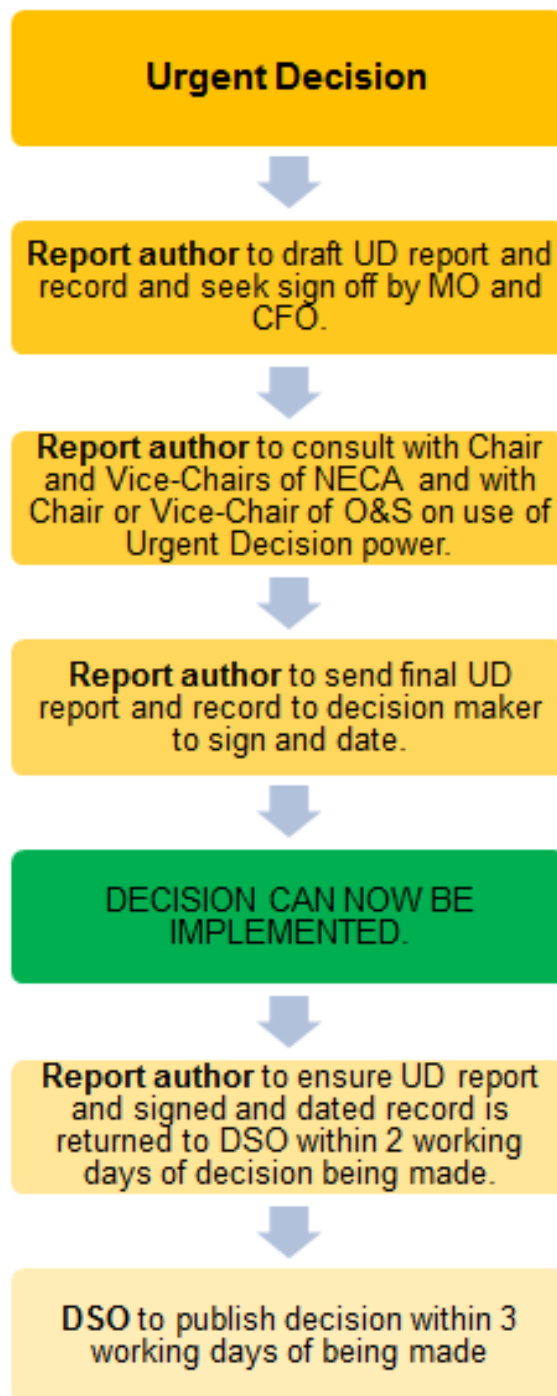
SIGNATORIES:

1.	Signature: Print name:
2.	Signature: Print name:
3.	Signature: Print name:
4.	Signature: Print name:

OFFICE USE:

Received on behalf of Monitoring Officer by: Name: Date and time received:
--

Appendix 4 – Urgent Decision Flow Chart



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Overview and Scrutiny Committee

Date: 5 February 2018

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 the proposals for a revised and updated Work Programme for 2017/18, following discussions held at the workshop on the 11th January 2018.

Recommendations

The Overview and Scrutiny Committee is recommended to:

1. Consider the Forward Plan and provide any comments on the proposals for the updated Work Programme for 2017/18;

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 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.
- 1.2 Details of each decision are included on the Forward Plan 28 days before the report is considered and any decision is taken. There are special procedures for circumstances where publication 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.

2. Role of Overview and Scrutiny

- 2.1 The Overview and Scrutiny Committee examine any decision 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.
- 2.2 One of the main functions of this Committee is the review and scrutiny of decisions 'Key Decisions' made by the North East Leadership Board (NELB), the Transport North East Committee (TNEC), Transport North East (Tyne and Wear) Sub-Committee (TWSC) and Officers. The relevant regulations set out a test for what should be considered a Key Decision – being those which are most significant in financial or other terms.
- 2.3 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 decision being made
- 2.4 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>.

3. Annual Work Programme

- 3.1 The work programme has been compiled to allow the Overview and Scrutiny Committee to have 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

Overview and Scrutiny Committee

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.

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

- a) Items submitted by Members of the Committee (and including items referred by other members of the Combined Authority);
- b) Suggestions from the Scrutiny Officer or NECA Chief Officers;
- c) The Budget and Policy Framework;
- d) The Forward Plan;
- e) The three Thematic Leads; or,
- f) Evidence for any policy review work.

3.3 The Annual Work Programme is developed by the Chair, Vice Chair, both working with the Policy and Scrutiny Officer, and following the discussion with members at the workshop on the 11th January 2018.

The Annual Work Programme is attached as Appendix 2.

4. Reasons for the Proposals

4.1 The report proposes to provide Members with an opportunity to consider the items on the Forward Plan for the current 28 day period and the updated Annual Work Programme for 2017/18.

5. Alternative Options Available

5.1 Committee members are asked to input on any additional items as part of continued planning for the Work Programme for 2017/18. The preferred option is for members to consider the Forward Plan and the updated Work Programme for 2017/18.

6. Next Steps and Timetable for Implementation

Next steps:

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

Overview and Scrutiny Committee

6.2 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.

6.3 The work programme will be refreshed and updated at each meeting of the Committee throughout the year.

Update from the Scrutiny Members Workshop - 11 January 2018:

6.4 Following discussions at the Committee held in December 2017, members agreed to a workshop planning meeting to:

- 1) discuss the work programme for the forthcoming year; including the implications of a North of Tyne Devolution deal
- 2) Discuss the proposals for a Decision Making Protocol

6.5 Members agreed that the Overview and Scrutiny Committee is to be kept up to date regarding North of Tyne devolution and any implications this has on NECA, including the discussion around the joint transport committee and the governance arrangements required regarding a potential joint Scrutiny Committee.

6.6 Members also noted that a special meeting or further workshop to discuss North Tyne could be held at the appropriate time.

6.7 Proposals for a Decision Making Protocol has been discussed with Members and a report will be shared at the February Committee.

6.8 Members also discussed future planning of the work programme and agreed:

1. The Policy and Scrutiny Officer is to explore a visit to other Scrutiny Committees in other Mayoral or Non-Mayoral Combined Authorities; it is proposed that this would allow for greater horizon planning and consider issues at a regional level that could be explored further.
2. Members considered and agreed that Forward Planning discussions would be based around the planning around NECA and implications of North of Tyne; to ensure any focus within this area.

7. Potential Impact on Objectives

7.1 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.

8. Financial and Other Resources Implications

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- 8.1 No financial or other resource implications are identified at this stage.
- 9. Legal Implications**
- 9.1 There are no specific legal implications arising from these recommendations.
- 10. Key Risks**
- 10.1 There are no key risks associated with the recommendations made in this report.
- 11. Equality and Diversity**
- 11.1 Not applicable.
- 12. Crime and Disorder**
- 12.1 Not applicable.
- 13. Consultation/Engagement**
- 13.1 On-going consultation takes place with Officers and Scrutiny Members across the NECA in regards to the items for the Annual Work Programme as Appendix 2.
- 13.2 Members also engaged in a workshop planning meeting on the 11 January 2018.
- 14. Other Impact of the Proposals**
- 14.1 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 have an overview of all performance, decision making and developments across NECA.
- 15. Appendices**
- 15.1 Appendix 1 – Forward Plan
- 15.2 Appendix 2 – Annual Work Programme
- 16. Background Papers**
- 16.1 None
- 17. Contact Officers**

Overview and Scrutiny Committee

- 17.1 Peter Judge, Monitoring Officer
Email: peter.judge@northeastca.gov.uk
Telephone Number: 07342069371
- 17.2 Nicola Laverick, Policy and Scrutiny Officer
Email: nicola.laverick@northeastca.gov.uk
Telephone Number: 07342 069 369

18. Sign off

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

19. Glossary

NECA - North East Combined Authority

NELB - North East Leadership Board

North East LEP - North East Local Enterprise Partnership



Forward Plan of Decisions

Published 26 January 2018 *

The Forward Plan for the North East Combined Authority (NECA) is prepared and published by the Monitoring Officer for the purpose of giving the 28 days' notice of decisions that are planned to be taken by the NECA, its committees or a Chief Officer, which impact on the key areas of the NECA, namely Transport, Economic Development, Regeneration, Skills and Inclusion.

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.**

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
A. North East Leadership Board (Leadership Board)							
LB 13 (g)	20 March 2018 (Standing Item)	Leadership Board	Update reports on the following thematic lead areas: a) Economic Development and Regeneration; b) Employability and Inclusion; and c) Transport (and Digital Connectivity)	All	a) EDR: NECA Elected Members and officers; NELEP Members and officers b) To be confirmed c) To be confirmed	a) EDR: North East Strategic Economic Plan – More and Better Jobs b) Held by the Contact Officer c) Held by the Contact Officer	a) Sarah McMillan Corporate Lead Strategic Development 0191 424 7948 sarah.mcmillan@southtyneside.gov.uk b) Janice Rose Economic and Inclusion Policy Manager 01670 624747 Janice.rose@northumberland.gov.uk c) Tobyn Hughes Managing Director (Transport Operations) (0191) 2033246 Tobyn.hughes@nexus.org.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
B. Transport North East Committee (TNEC)							
TN 5 (a)	8 February 2018 (Standing Item)	TNEC	Capital Programme Monitoring Report This standing item provides the Transport North East Committee with a progress update in relation to delivery of the transport related capital programme. This is a requirement of the NECA constitution and is a function delegated to TNEC.	Corporate issue	Consultation on the capital programme with Treasurers and Chief Executives, and capital programme agreed in April 2016.	NECA Budget and Capital Programme	Katy Laing Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk
TN 5 (b)	8 February 2018 (Standing Item)	TNEC	Revenue Budget Monitoring Report This standing item provides the Transport North East Committee with a progress update in relation to how the transport related budgets for the delivery agencies are	Corporate issue	Consultation on the budget with Treasurers and Chief Executives, and budget agreed by Leadership Board.	NECA Budget and Capital Programme	Katy Laing Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			being managed. This is a requirement of the NECA constitution and is a function delegated to TNEC.				
TN 5 (c)	8 February 2018	TNEC	Developing a Shared Vision for Rail in the North East To inform the Transport North East Committee of the shared rail vision for the North East being developed jointly with NECA, Network Rail and Tees Valley Combined Authority.	Transport	Consultation has taken place with all NECA constituent authorities, Tees Valley Combined Authority and Network Rail.	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk
TN 5 (d) Updated	8 February 2018	TNEC	East Coast Main Line Update Members are asked to note details of a Network Rail consultation on the East Coast Route Study and the case for East Coast Main Line	Transport	Consultation has taken place with all NECA constituent authorities.	East Coast Main Line Route Study Railway Investment Choices Investing for Economic Growth ECMA	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			(ECML) investment, and to endorse the work of the collective interest groups in the ECML to lobby for investment.			Research 2016	
TN 5 (e)	8 February 2018	TNEC	DfT Roads Consultations Members are requested to receive an update on, and provide views in relation to, the current DfT consultations for the Roads Investment Strategy 2 (RIS2) and the Major Road Network (MRN)	Transport	Consultation has taken place with all NECA constituent authorities.	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk
TN 5 (f) NEW	8 February 2018	TNEC	Transport for the North Update The purpose of this report is to provide TNEC Members with an update on Transport for the North (TfN)	Transport	The report has been prepared through Nexus' internal reporting arrangements	None	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
TN 6 (a)	19 April 2018 (Standing Item)	TNEC	Transport Plan for the North East This standing item provides a regular update on progress in developing the NECA's Transport Plan	Transport	Wide public consultation will take place on the Transport Plan, in line with statutory guidance.	"Our Journey" – the NECA Transport Manifesto published at http://www.northeastca.gov.uk/sites/default/files/file_attachments/NECA%20Transport%20Manifesto_1.pdf	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@northeastca.org.uk
TN 6 (b)	19 April 2018 (Standing Item)	TNEC	Capital Programme Monitoring Report This standing item provides the Transport North East Committee with a progress update in relation to delivery of the transport related capital programme. This is a requirement of the NECA constitution and is a function delegated to TNEC.	Corporate issue	Consultation on the capital programme with Treasurers and Chief Executives, and capital programme agreed in April 2016.	NECA Budget and Capital Programme	Katy Laing Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
TN 6 (c)	19 April 2018 (Standing Item)	TNEC	Revenue Budget Monitoring Report This standing item provides the Transport North East Committee with a progress update in relation to how the transport related budgets for the delivery agencies are being managed. This is a requirement of the NECA constitution and is a function delegated to TNEC.	Corporate issue	Consultation on the budget with Treasurers and Chief Executives, and budget agreed by Leadership Board.	NECA Budget and Capital Programme	Katy Laing Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk
TN 6 (d)	19 April 2018 (Standing Item)	TNEC	Transport for the North This standing item is intended to provide a regular update on the programme to improve the transport network in Northern England and thereby promote economic growth	Transport	As required	The Northern Transport Strategy Spring 2016 report published at: http://www.transportforthenorth.com/pdfs/The-Northern-Transport-Strategy-	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
						Spring-2016-Report.PDF	
TN 6 (e)	19 April 2018 (Moved from 8 February 2018)	TNEC	NECA Cycling and Walking Strategy and Implementation Plan The Transport North East Committee are asked to endorse the proposals and recommend them to the Leadership Board for approval.	Transport	Consultation has taken place with all NECA constituent authorities and other relevant stakeholders	Department for Transport Cycling and Walking Investment Strategy: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/603527/cycling-walking-investment-strategy.pdf	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk
C. Transport North East (Tyne and Wear) Sub-Committee (TW)							
TW 9 (a) NEW	19 April 2018 (Standing Item)	TWSC	Tyne Tunnel Update (confidential report) The report will provide an update for Members on the operation and	Transport	To be confirmed	Held by the Contact Officer	Alastair Swan Principal Engineer 0191 211 5931 alastair.swan@newcastle.gov.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			management of the Tyne Tunnel.				
TW 9 (b) NEW	19 April 2018 (Standing Item)	TWSC	<p>Monitoring Nexus' Performance and Metro Performance Update 2017/18</p> <p>The purpose of these reports is to advise TWSC of Nexus' corporate performance in respect of service and project delivery such that the Sub-Committee exercises the monitoring and oversight functions in respect of Nexus activities delegated to it from the NECA Leadership Board.</p> <p>The report also reports on the measures in place to improve Metro performance.</p>	Transport	The report has been prepared through Nexus' internal reporting arrangements.	Held by the Contact Officer	<p>Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk</p>

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
TW 9 (c) NEW	19 April 2018 (Standing Item)	TWSC	Update on NEXUS Corporate Risks 2017/18 The purpose of this report is to provide an update to TWSC of the strategic risks identified by Nexus for the year.	Transport	The report has been prepared through Nexus internal reporting arrangements.	Held by the Contact Officer	Tobyn Hughes Managing Director Transport Operations (0191) 2033246 Tobyn.hughes@nexus.org.uk
D. Governance Committee							
G 6 (a)	3 April 2018 (Standing Item)	Governance Committee	Internal Audit Progress Report Members are requested to note the internal audit activity to date.	Corporate issue	Head of Paid Service, Monitoring Officer and Chief Finance Officer	Final Internal Audit Reports & Internal Audit Plan	Philip Slater Audit, Risk and Insurance Service Manager 0191 2116511 Philip.slater@newcastle.gov.uk
G 6 (b)	3 April 2018 (Standing Item)	Governance Committee	External Audit Progress Update This report provides an update for information on the work of Mazars, the External Auditors	Corporate Issue	Consultation with statutory officers and Governance Committee chair.	None.	Jim Dafter External Audit Senior Manager, Mazars jim.dafter@mazars.co.uk Katy Laing

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			to the Combined Authority.				Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk
G 6 (c)	3 April 2018	Governance Committee	Accounting Policies 2017/18 The report will set out the accounting policies to be used in the preparation of the 2017/18 accounts, with an explanation of any changes which may have been introduced, and an update on changes to the Code of Practices on Local Authority Accounting. Governance Committee will be asked to approve the policies.	Corporate Issue	Consultation with statutory officers and Governance Committee Chair.	Code of Practice on Local Authority Accounting 2017/18	Paul Woods Chief Finance Officer 07446936840 paul.woods@northeastca.gov.uk Katy Laing Principal Accountant 0191 3387428 katherine.laing@northeastca.gov.uk
G 6 (d)	3 April 2018	Governance Committee	Strategic Risks and Opportunities Register The report is for Governance	Corporate Issue	Head of Paid Service, Monitoring Officer and	Risk Management Strategy	Philip Slater Audit, Risk and Insurance Service Manager

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
	(Standing Item)		Committee member's information		Chief Finance Officer		0191 2116511 Philip.slater@newcastle.gov.uk
E. Governance Sub-Committee							
There are no meetings currently scheduled.							
F. Overview and Scrutiny Committee (O and S)							
OS 8 (a)	5 February 2018 (Standing Item)	O and S	Forward Plan and Work Programme To receive the latest version of the Forward Plan and annual work programme	Corporate Issue	The Chair of the Committee	Held by the Contact Officers	Nicola Laverick Policy and Scrutiny Officer 07342069369 nicola.laverick@northeastca.gov.uk
OS 8 (b)	5 February 2018	O and S	Transport and Digital Connectivity Thematic Lead Update Report To provide Overview and Scrutiny Committee with an update in the thematic lead area of Transport	Transport	Consultation with Statutory Officers and submitted to Leadership Board on 16th January 2018	None	Tobyn Hughes Managing Director, Transport Operations (0191) 2033246 Tobyn.hughes@newcastle.gov.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			(and Digital Connectivity)				
OS 8 (c)	5 February 2018	O and S	NECA Decision Making Protocol Overview and Scrutiny Committee are asked to agree the principles around decision making, as discussed at a workshop held during January 2018.	Corporate	Consultation has taken place with NECA officers and the members of the Committee.	Local Democracy, Economic Development and Construction Act 2009 (Schedule 5A, (5))	Peter Judge Monitoring Officer 07342 069 371 Peter.judge@northeastca.gov.uk Nicola Laverick Policy and Scrutiny Officer 07342 069 369 Nicola.laverick@northeastca.gov.uk
OS 9 (a) NEW	15 March 2018 (Standing Item)	O and S	Forward Plan and Work Programme To receive the latest version of the Forward Plan and annual work programme	Corporate Issue	The Chair of the Committee	Held by the Contact Officers	Nicola Laverick Policy and Scrutiny Officer 07342069369 nicola.laverick@northeastca.gov.uk
OS 9 (b) Updated	15 March 2018 (Moved from 5 February 2018)	O and S	Tyne Pedestrian and Cyclist Tunnels This report provides an update on the refurbishment of the	Transport	To be confirmed	None	Alastair Swan Principal Engineer 0191 211 5931 alastair.swan@newcastle.gov.uk

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			Tyne Pedestrian and Cyclist Tunnels.				
G. Economic Development and Regeneration Advisory Board (EDRAB)							
ED 7 (a) NEW	27 March 2018 (Standing Item)	EDRAB	Economic Development and Regeneration – Progress Update 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 progress on the development of the regional Inward Investment function and Regional Investment Plan.	Economic Development and Regeneration	NECA Elected Members and officers; and NELEP Members and officers	North East Strategic Economic Plan - More and Better Jobs	Sarah McMillan Corporate Lead Economic Strategy and Skills 0191 424 7948 sarah.mcmillan@southtyneside.gov.uk
F. Officer Delegated Decisions							

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
DD 79	8 February 2018	Monitoring Officer	<p>Innovation project development fund – CESAM project application (confidential report)</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 CESAM project.</p>	Economic Development and Regeneration	<p>North East LEP Board, North East LEP Innovation Board Chair and Innovation Director, NECA Leadership Board</p>	<p>Confidential LEP Delegated Decision report</p> <p>Confidential project business case and supporting documents</p> <p>Confidential project appraisal report</p>	<p>James Davies Programme Manager 0191 3387430 James.davies@nel.ep.co.uk</p>
DD 80	8 February 2018	Monitoring Officer	<p>Innovation project development fund – IC3 project application (confidential report)</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</p>		<p>North East LEP Board, North East LEP Executive Director, North East LEP Innovation Board Chair and Innovation Director, NECA</p>	<p>Confidential LEP Delegated Decision report</p> <p>Confidential project business case and supporting documents</p> <p>Confidential project appraisal</p>	<p>James Davies Programme Manager 0191 3387430 James.davies@nel.ep.co.uk</p>

Reference Number	Date of Decision	Decision Maker	Topic	Thematic area	Consultees /Consultation Process	Background Documents	Contact Officer
			application relating to the IC3 project.		Leadership Board	report	

Overview and Scrutiny Work Programme 2017/18

Date	Items	Lead Officer	Informal Briefings / Development Days
Monday 10 th July 10.00 am Gateshead	Terms of Reference for the Overview and Scrutiny Committee, & Overview and Scrutiny Sub-Committee	Viv Geary	
	Forward Plan and Annual Work Programme 2017/18	Nicola Laverick	
	Transport Plan for the North East	Ian Coe	
Wednesday 13 th September 2.00 pm North Tyneside	2018/19 NECA Budget process and timeline	Eleanor Goodman	
	North East Strategic Economic Plan	Helen Golightly	
	Forward Plan and Work Programme	Nicola Laverick	
Thursday 14 th December 10.00 am South Tyneside	NECA Budget Consultation 2018/19	Paul Woods	
	Metro Futures New Fleet Procurement Update	Tobyn Hughes	
	Monitoring Nexus Performance	Tobyn Hughes	
	Health and Wealth: Closing the Gap in the North East - update	Sheena Ramsey	
	Forward Plan and Work Programme	Nicola Laverick	
Monday 5 th February 10.00 am Northumberland Council	Transport Thematic Lead Update	Councillor Nick Forbes, Lead Member	11 th January - Workshop
	Decision Making Protocol	Nicola Laverick/Peter Judge	
	Forward Plan and Work Programme	Nicola Laverick/Peter Judge	
Thursday 15 th March 10.00 am Durham	Economic Development and Regeneration Thematic Update	Councillor Iain Malcolm, Lead Member	
	Employability and Inclusion Thematic Update	Councillor Peter Jackson, Lead Member	
	North East England Chamber of Commerce – supporting the delivery of key activities and commissioning work of DIT	Ross Smith & Julie Underwood, International Trade Director - NEECC	
	Refurbishment of the Tyne Pedestrian Tunnel	Tobyn Hughes / Alastair Swan	
	Durham Youth Employment Initiative	Linda Bailey, Strategic Lead Progression and Learning	
	Forward Plan and Work Programme	Nicola Laverick	
In addition to the schedule items, the following items will be included in the work programme at the appropriate time			
	North of Tyne (implications for NECA)		
	Visits to other Combined Authorities to consider regional issues for the work programme		

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