



West Yorkshire Combined Authority (the Authority) Written record of an officer decision

Please forward this form to **Angie Shearon, Governance Services Manager** when completed, as soon as possible, but at the latest:

- for **Key Decisions** which may be called-in, **to be received by midday on the second working day after the decision is made**, and
- for any **other decision**, **within 5 working days**.

Publish promptly - **you cannot implement any Key Decision open for call-in until midday on the 6th day after it has been published as a written record of officer decision.**

Decision-maker <i>(post title of the officer with authority to take the decision)</i>	Combined Authority Managing Director		
Title <i>(For a Key Decision, this should be the same as the subject or title provided on the Key Decision Notice)</i>	Leeds City Region Growth Service		
Date decision taken	10 May 2019		
Details of the decision (including any consultation carried out)	<p>To approve that the Leeds City Region Growth Service project proceeds through decision point five and work commences on activity six (Delivery).</p> <p>To give approval to the Combined Authority's contribution of £2,465,413 (£1,700,878 from the ERDF (European Regional Development Fund) and £764,535 from the BEIS (Business Energy and Industrial Strategy) fund towards a total project value of £3,401,756.</p>		
Reasons for the decision	To enable delivery of a dedicated, flexible business support service for the Leeds City Region's larger SMEs by a team of 19 SME Growth Managers providing information, diagnosis and brokerage function for their clients. This involves understanding the needs of the business and then linking them directly to the right support at the right time to meet their ongoing business needs.		
Any alternative option(s) considered and rejected	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, provide details:	
Is this a Key Decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, date notice of the Key Decision was published / whether an exception was relied on:	

FORM WRoD1 (1 January 2019 v1)

Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, start of call-in period (date of publication)	
		If yes, end of call-in period:	
If the decision is not eligible for call-in by Scrutiny but is a Key Decision, state why the decision is urgent	N/A		
Appendices attached to this written record	None		
Background documents to be published with the written record <i>(List and identify any which contain confidential or exempt information)</i>	None		
Name of any Member who declared a conflict of interest in relation to the decision	None		
Contact Officer <i>(for members of the public)</i>	Name: Melissa Liburd		
	Post-title: Service Manager		
	Telephone number: 07870 993009		
	E-mail: Melissa.liburd@westyorks-ca.gov.uk		
Authority for Decision			
The decision-maker was authorised to make the decision by:			
• the Combined Authority or a committee resolution , OR	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
• the Officer Delegation Scheme , OR	<input type="checkbox"/> Yes <input type="checkbox"/> No		
• the Officer Sub-Delegation Scheme	<input type="checkbox"/> Yes <input type="checkbox"/> No		