

## 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 6<sup>th</sup> day after it has been published as a written record of officer decision.**

<b>Decision-maker</b>	Angela Taylor		
<b>Title</b> <i>(For a Key Decision, this should be the same as the subject or title provided on the Key Decision Notice)</i>	Contract award as part of the delivery of a project to deliver [digital / engineering and construction] training to adult career changers in Leeds City Region.		
<b>Date decision taken</b>	1 May 2019		
<b>Details of the decision</b> (including any consultation carried out)	<p>The Combined Authority has been successful in its application for European Social Funds (ESF) for a project entitled [re]boot which will deliver [digital / engineering and construction] training to adult career changers in Leeds City Region. Following a procurement exercise, this decision is to award and enter into two contracts with the West Yorkshire Consortium of Colleges to deliver the sub-contracted provision related to the project. It is envisaged that the contracts will commence on 29<sup>th</sup> April 2019 (following standstill) and terminate on 31 December 2021. The award will be made up of two Lots:</p> <ul style="list-style-type: none"> <li>• Contract/Lot 1 - Skills for the Digital Sector. This lot has a value of £1.5M.</li> <li>• Contract/Lot 2 - Skills for the Engineering and Construction Sector. This lot has a value of £500,000.</li> </ul>		
<b>Reasons for the decision</b>	The successful tenderer received the highest score against the criteria set out in the invitation to tender.		
<b>Any alternative option(s) considered and rejected</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>If yes, provide details:</b> Options appraisal carried out at project development stage identified procurement of a contractor as the most appropriate approach.	
<b>Is this a Key Decision?</b>	<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:	

<b>Is the decision eligible for call-in by Scrutiny?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, <b>start of call-in period</b> (date of publication)	<i>(Governance Services to insert)</i>
		If yes, <b>end of call-in period:</b>	<i>(Governance Services to insert)</i>
<b>If the decision is not eligible for call-in by Scrutiny but is a Key Decision, state why the decision is urgent</b>	N/A		
<b>Appendices</b> attached to this written record  <i>(List and identify any which contain confidential or exempt information)</i>	None		
<b>Background documents to be published with the written record</b>  <i>(List and identify any which contain confidential or exempt information)</i>	None		
<b>Name of any Member who declared a conflict of interest in relation to the decision</b>	N/A		
<b>Contact Officer</b> <i>(for members of the public)</i>	<b>Name:</b> Michelle Burton		
	<b>Post-title:</b> Head of Employment and Skills		
	<b>Telephone number:</b> 07890 311393		
	<b>E-mail:</b> <a href="mailto:michelle.burton@westyorks-ca.gov.uk">michelle.burton@westyorks-ca.gov.uk</a>		
<b>Authority for Decision</b>			
The decision-maker was authorised to make the decision by:			
• the <b>Combined Authority or a committee resolution</b> , OR	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
• the <b>Officer Delegation Scheme</b> , OR	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
• the <b>Officer Sub-Delegation Scheme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		