

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>	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>	Appointment of Consultants to provide business case support for the Transforming Cities Fund Programme
Date Decision Taken	17 January 2020
Details of the decision <i>(including any consultation carried out)</i>	To enter into a contract with WSP as the consultant to provide business case support following a procurement exercise with the tender reference CA1170. The contract is for a value of up to £1.3m for a duration of 6 months. It is envisaged that the contract will commence on 27 January 2020 and terminate on 31 July 2020.
Reasons for the decision	<p>To provide early development support for the TCF programme utilising some of the £3m funding approved by the CA at its meeting in August 2019. Consultancy support is required for programme development and management, as well as providing additional resource and support to Partners for scheme development where gaps in capacity and skills and expertise have been identified.</p> <p>To date, much of the development work undertaken to compile the programme SOBC has been undertaken by partners existing resources along with support provided by the CA through it's consultants in place for the Inclusive Growth Corridor work. This has meant that resources have been diverted from existing programmes of work such as the Transport Fund resulting in delays to delivery of those projects and programmes. This will be addressed by the appointment of a dedicated Strategic Development Partner for the TCF programme.</p> <p>A compliant Procurement Exercise was undertaken through the Combined Authority's Dynamic Purchasing System to tender for a preferred supplier.</p>

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, date notice of the Key Decision was published / whether an exception was relied on:	
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input 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 <i>(List and identify any which contain confidential or exempt information.)</i>		N/A	
Background documents to be published with the written record		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: Fiona Limb Post-title: Programme Manager Telephone number: 0113 348 1135 E-mail: Fiona.limb@westyorks-ca.gov.uk		
Authority for Decision			
The decision-maker was authorised to make the decision by: <ul style="list-style-type: none"> • the Combined Authority or a committee resolution, OR • the Officer Delegation Scheme, OR • the Officer Sub-Delegation Scheme • other 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (CA Meeting of 1 st August 2019) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No		