



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>	Angela Taylor, Combined Authority Director of Corporate Services		
Title <i>(For a Key Decision, this should be the same as the subject or title provided on the Key Decision Notice)</i>	Network Navigation (Leeds)		
Date decision taken	31 July 2020		
Details of the decision (including any consultation carried out)	To approve that: <ul style="list-style-type: none"> • The Network Navigation (Leeds) scheme proceeds through decision point 5 and work commences on activity 6 (Delivery). • Approval to the total project value of £1.8 million is given from the Leeds Public Transport Investment Programme fund. 		
Reasons for the decision	To enable work to commence on the scheme which will deliver a package of user friendly, highly visible materials to help customers identify and navigate the bus network in Leeds, improving transport accessibility and user experience by providing an accessible network map, linked to new colour coded bus stop flags and shelters.		
Any alternative option(s) considered and rejected	<input type="checkbox"/> Yes <input 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:	Key Decision Notice was published for Decision Point 3 approval on 2 February 2020
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)	5 August 2020

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		If yes, end of call-in period:	13 August 2020	
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>		None		
Background documents to be published with the written record <i>(List and identify any which contain confidential or exempt information)</i>		N/A		
Name of any Member who declared a conflict of interest in relation to the decision	N/A			
Contact Officer <i>(for members of the public)</i>	Name: Helen Ellerton			
	Post-title: Head of Bus Policy			
	Telephone number: 0113 348 1769			
	E-mail: helen.ellerton@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 	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<ul style="list-style-type: none"> • the Officer Delegation Scheme, OR 	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
<ul style="list-style-type: none"> • the Officer Sub-Delegation Scheme 	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No