



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>	Ben Still, 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>	Transforming Travel Centres	
Date decision taken	11 September 2020	
Details of the decision (including any consultation carried out)	<p>To approve that:</p> <ul style="list-style-type: none"> • The change request to the Transforming Travel Centre project, to increase the development costs by £51,000, bringing the total development costs to £101,000, to continue the scheme's progression to decision point 2 of the Combined Authority's assurance process, is approved. The scheme is funded through the LTP. 	
Reasons for the decision	<p>To enable development work to continue on the scheme which aims to deliver remodelled travel centres in Bradford, Huddersfield and Pontefract bus stations, bringing them in line with banks and other retailers by increasing the number of self-service machines and providing a balance of face to face counter service and self-service, thus reducing customer queueing time.</p>	
Any alternative option(s) considered and rejected	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, provide details:

FORM WRoD1 (1 January 2019 v1)

<p>Is this a Key Decision?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>If yes, date notice of the Key Decision was published / whether an exception was relied on:</p>	
<p>Is the decision eligible for call-in by Scrutiny?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>If yes, start of call-in period (date of publication)</p>	
		<p>If yes, end of call-in period:</p>	
<p>If the decision is not eligible for call-in by Scrutiny but is a Key Decision, state why the decision is urgent</p>		<p>N/A</p>	
<p>Appendices attached to this written record <i>(List and identify any which contain confidential or exempt information)</i></p>		<p>None</p>	
<p>Background documents to be published with the written record <i>(List and identify any which contain confidential or exempt information)</i></p>		<p>N/A</p>	
<p>Name of any Member who declared a conflict of interest in relation to the decision</p>	<p>N/A</p>		
<p>Contact Officer <i>(for members of the public)</i></p>	<p>Name: Gina Dickson</p>		
	<p>Post-title: Project Manager</p>		
	<p>Telephone number: 0113 348 1929</p>		
	<p>E-mail gina.dickson@westyorks-ca.gov.uk</p>		
<p>Authority for Decision</p>			
<p>The decision-maker was authorised to make the decision by:</p> <ul style="list-style-type: none"> • the Combined Authority or a committee resolution, OR • the Officer Delegation Scheme, OR • the Officer Sub-Delegation Scheme 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		