



## 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> <i>(post title of the officer with authority to take the decision)</i>	Combined Authority Managing Director		
<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>	East Leeds Demand Responsive Transport (DRT)		
<b>Date decision taken</b>	18 December 2020		
<b>Details of the decision</b> (including any consultation carried out)	To approve that the change request to the East Leeds DRT project to increase development costs by £0.600 million to £0.900 million is approved, to allow for a 50% deposit to be placed for the order of 7 electric vehicles to operate the East Leeds DRT service		
<b>Reasons for the decision</b>	To ensure funding, from the Leeds Public Transport Investment Programme, is in place to allow for a 50% deposit to be placed for the order of 7 electric vehicles to operate the East Leeds DRT service, which is being developed in response to gaps in the core bus network, particularly in some of the more deprived areas of the city where unreliable and inconsistent bus services result in low overall bus patronage.		
<b>Any alternative option(s) considered and rejected</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>If yes, provide details:</b>	
<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 type="checkbox"/> No	If yes, <b>start of call-in period</b> (date of publication)	22/12/20

**FORM WRoD1 (1 January 2019 v1)**

		If yes, <b>end of call-in period:</b> 31/12/20
<b>If the decision is not eligible for call-in by Scrutiny but is a Key Decision, state why the decision is urgent</b>		
<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>	N/A	
<b>Name of any Member who declared a conflict of interest in relation to the decision</b>		
<b>Contact Officer</b> <i>(for members of the public)</i>	<b>Name:</b> Helen Ellerton	
	<b>Post-title:</b> Head of Bus Policy	
	<b>Telephone number:</b> 0113 348 1769	
	<b>E-mail:</b> helen.ellerton@westyorks-ca.gov.uk	
<b>Authority for Decision</b>		
The decision-maker was authorised to make the decision by:		
<ul style="list-style-type: none"> <li>• the <b>Combined Authority or a committee resolution, OR</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>• the <b>Officer Delegation Scheme, OR</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>• the <b>Officer Sub-Delegation Scheme</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</li> </ul>		