



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>	Approval of a Strategic Development Partner Framework for project development and Business Case Support for the TCF and other Programmes
Date decision taken	19 November 2021
Details of the decision (including any consultation carried out)	<p>To approve the set-up of a Professional Services Consultancy Framework to provide business case support for projects within the TCF and other Combined Authority Transport programmes following a procurement exercise with the tender reference CA1550</p> <p>The framework is for a value of up to £20m with an initial two year term with two 12 month optional extensions to be applied annually up to a maximum contract term of four years. It is envisaged the Framework contracts will commence on or after the 30 November 2021.</p> <p>The individual call-off contracts may be subject to key decision notices through the Combined Authority's project assurance and approvals processes.</p>

FORM WRoD1 (1 January 2019 v1)

Reasons for the decision	<p>To provide a framework of professional services consultants for the TCF Programme across a number of workstreams to progress schemes through to completion of the Full Business Case and beyond.</p> <p>The previous two procurement exercises for business case support up to Outline Business Case have been for a single supplier with the contract sitting with the Combined Authority but with support being utilised by Partners for their schemes throughout this contract.</p> <p>Due to various requirements needed for the detail at Full Business Case and beyond and also capacity/technical requirements needed for the next stages of the TCF projects it was felt a multi supplier framework would better meet the requirements of the 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 type="checkbox"/> Yes <input checked="" 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 type="checkbox"/> Yes <input checked="" 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 <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	None		
Contact Officer <i>(for members of the public)</i>	Name: Fiona Limb		
	Post-title: TCF Implementation Lead		
	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:

- the **Combined Authority or a committee resolution, OR**
- the **Officer Delegation Scheme, OR**
- the **Officer Sub-Delegation Scheme**

Yes No

Yes No

Yes No