

## Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	Director of City Development		
<b>Contact person:</b>	Rachael Elliott, Team Leader Influencing Travel Behaviour Team	Telephone number: 0113 3787306	
<b>Subject<sup>2</sup>:</b>	West Yorkshire Liftshare Agreement		
<b>Decision details<sup>3</sup>:</b>	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Chief Officer, Highways and Transportation:</p> <ul style="list-style-type: none"> <li>a) Noted the contents of this report; and</li> <li>b) Approved withdrawal from the Agreement with Liftshare.com Ltd</li> </ul> <p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>In 2011, West Yorkshire Combined Authority entered into an agreement with Liftshare.com Ltd for the provision of journey matching and journey sharing services to the public and member districts.</p> <p>Discussions between Combined Authority Travel Plan Network officers, policy officers and district officers have indicated that the current agreement is not offering the benefits and value for money that it was originally set up to achieve. The Combined Authority have therefore asked districts if they would like to continue with an agreement in the future.</p> <p>The consensus within Council's Influencing Travel Behaviour team is to withdraw from the agreement and Leeds City Council officers will continue to promote ride sharing as part of a hierarchy of sustainable travel modes by raising awareness of</p>		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.


	<p>the range of platforms that are now available.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The Combined Authority through the TPN and their policy officers, have consulted with district officers to identify if an agreement is required and to consider the implications of withdrawing from the agreement. Two options were presented to ditricks: to withdraw or re-tender.</p>
<b>Affected wards:</b>	City wide scheme
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member – Councillor Helen Hayden 09/06/22 & 04/07/22
	Ward Councillors
	Chief Digital and Information Officer <sup>5</sup>
	Chief Asset Management and Regeneration Officer <sup>6</sup>
	Others
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <ul style="list-style-type: none"> <li>• Rachael Elliott, Team Leader, Influencing Travel Behaviour Team.</li> <li>• The Combined Authority will advise Liftshare.com Ltd about the decision no later than 1st July 2022 to allow for a 30-day notice period to be served prior to the renewal date of 31st July 2022.</li> </ul>
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- n/a
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision

<sup>4</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

<sup>5</sup> See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

<sup>6</sup> See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

<sup>7</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval	
	Signature	Date
<b>Publication of report<sup>8</sup></b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval	
	Signature	Date
<b>Call In</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>10</sup>	
	Gary Bartlett, Chief Officer, Highways and Transportation	
	Signature	Date: 29/06/22
		

<sup>8</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>9</sup> See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

<sup>10</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.