

**South Yorkshire Mayoral Combined Authority
 Officer Scheme of Delegation
 Record of Officer Decision Form**

(Regulation 7 of The Openness of Local Government Bodies Regulations 2014)

Please send this completed form to: SYMCAMeetings@southyorkshire-ca.gov.uk

Redacted version must be used when published due to commercial confidentiality.

1	Subject of decision/report title:	Bus tender advance payment
2	Decision Date:	10/05/2024
3	Background/reason for decision/purpose of report:	<p>Due to the exceptional circumstances [redacted].</p> <ul style="list-style-type: none"> • [redacted] <p>The payment, if approved, is an advance payment of £70k and will be recovered at £7k per period over the next 10 payment periods, netted off against their ordinary payments in arrears, so that it is completed this financial year. A letter issued from legal and signed by both parties agreeing to the advance payment and recovery method will be required before the payment is made.</p> <p>[redacted]</p>
4	Options considered:	<ol style="list-style-type: none"> 1. Do not provide the advance payment [redacted]. 2. RECOMMENDED - Provide both the advance bus service tender payment and the written support for the Traffic Commissioner. 3. [redacted] 4. Provide one of the requests only, noting the options above.
5	Decision:	Option 2 – this is an initial advance payment of £70k but will be fully recovered.
6	Background documents:	None
7	Type of decision Key/Non-Key:	Non-Key
8	Officer making decision: (Director or Statutory Officer)	Melanie Corcoran Executive Director of Transport
9	Contact details (telephone number or email):	melanie.corcoran@southyorkshire-ca.gov.uk

10	Does the decision maker have a conflict of interest?	No
11	Consultations (where appropriate):	N/A
	i. If a Key Decision have you consulted Portfolio Lead Member?	i. n/a
	ii. Other	ii. n/a
12	Any Legal, Financial, or Equality Implications considered:	Legal – provide an agreement/letter for the advance payment and recovery of the funding over an agreed period through adjustment to the tendered services BAU payment. Finance – advance payment and recovery as above but minimal work and agreed in principle.
13	Have Finance Team confirmed budget availability	Yes Budget code: REDACTED
14	Signature (Stat Officer or Director) and Date:	SIGNATURE REDACTED Melanie Corcoran Executive Director of Transport 10 May 2024

For Democratic Services Team use only:	
Date received by Governance Team:	11/05/2024
Processed by:	Sarah Pugh, Democratic Services Officer
Dem Services Ref No:	2024-045