



OFFICER DECISION TITLE: Phone and Broadband connection for new offices
NAME OF OFFICER EXERCISING DELEGATED POWERS: Kim Sawyer, Monitoring Officer and Legal Counsel
DATE OF OFFICER DECISION:22/03/2018

Responsible Director:	<i>Kim Sawyer, Legal Counsel and Monitoring Officer</i>
Is this a public report? If a key decision, it will be a public report and will be published on the CA website.	NO
Does the report have any annex that contains exempt information?	NO

Decision taken	<p><i>Please provide an overview of the decision taken.</i></p> <p>The Monitoring Officer and Legal Counsel has authorised the expenditure of up to £7,408 to install a Cambridgeshire Public Services Network (CPSN) connection at the new Incubator 2 site. This work will be overseen by 3C IT on behalf of the Cambridgeshire and Peterborough Combined Authority.</p>
Authorisation (<i>delete as appropriate</i>)	General authorisation (those decisions delegated to officers as per the Constitution)
Background Information	<p>From April 1st, the Combined Authority and GCGP Local Enterprise Partnership will have a unified officer structure, taking the total number of staff over 40. Therefore, a new premises has been identified (Incubator 2) as the new home for the organisation. Although the building is currently under construction, it is anticipated that it will be ready for occupation in mid-March.</p> <p>As a result, there is a large programme of work underway to manage move and comply with tight timescales. The Incubator 2 site requires the CA to undertake key installation work for phone and broadband provision. The money allocated in this decision notice relates to the associated capital costs to prepare the site for 100mbps internet connection and therefore includes all routing equipment.</p>



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Alternative options considered.	The alternative to this decision would be to have a new building without phone and broadband connection. Had approval of the spend not been obtained, the project and move-in date would have been delayed.
Consultation	The Monitoring Officer, Finance Director and Project Manager for the move to Incubator 2.
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<i>None</i>
Supporting documentation	<i>None</i>

Officer signature	Kim Sawyer – approved via email (22.03.2018)	Date 22/03/2018
<i>Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register. If a public report, pass to Democratic Services and we will arrange publication.</i>		