

REPORT TO: Policy and Resources Committee - 11 June 2007

REPORT ON: Supply of I.T. Equipment – OGC Catalist

REPORT BY: Head of Information Technology

REPORT NO: 311-2007

1.0 PURPOSE OF REPORT

1.1 To report to Committee the I.T. Equipment purchased under the OGC Catalist Government procurement scheme (Formerly know as GCAT)

2.0 RECOMMENDATIONS

2.1 The Committee is recommended to:

- i) Note the IT. purchases amounting to £ 388,565 detailed in appendix 1. This covers the period 5 April to 23 May of financial year 2007/2008.
- ii) Approve ongoing engineering maintenance costs of £ 12,911 per annum for the above purchases.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The Depute Chief Executive (Finance) has confirmed that equipment with a capital value of £ 16,571 has been funded through the current year's allowance of £ 600,000 for the purpose of Computer Equipment in the Chief Executive Department's Capital Plan.
- 3.2 Equipment with a capital value of £ 364,295 has been funded through the Education Department Capital Plan for 2006-2009.
- 3.3 Equipment with a capital value of £ 7,699 has been funded through external funding sources.
- 3.4 The annual recurring engineering maintenance costs of £ 12,911 will be met from the 2007/2008 Revenue expenditure for the I.T. Division.

4.0 SUSTAINABILITY POLICY IMPLICATIONS

- 4.1 For the operation and maintenance of a wide range of I.T. equipment and support systems, consideration will be given in support of all service developments in line with the **Purchasing and Procurement** principles of the Sustainability Policy.
- 4.2 The impact of this policy will have the combined effect of reducing energy costs, life cycle costs and ensure sustainable recycling of equipment at end of useful life.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 During the implementation of I.T. equipment and services, ongoing consideration will be given to the Council's Equal Opportunities Policies in the preparation of any resultant new Divisional practices affecting I.T. staff duties and opportunities.

6.0 BACKGROUND

- 6.1 The Policy and Resources Committee (900-2002) of 16 December 2002 approved the OGC Catalist Procurement Scheme as a permanent means of purchasing I.T. equipment.
- 6.2 The above report remitted the Head of Information Technology to report regularly to the Policy and Resources Committee on the I.T. purchases made through the above scheme.
- 6.3 Appendix 1 details the purchases made from 5 April 2007 until 23 May 2007.

7.0 CONSULTATIONS

- 7.1 The Chief Executive, Depute Chief Executive (Support Services) and the Depute Chief Executive (Finance) have been consulted.

8.0 BACKGROUND PAPERS

- 8.1 None.

Mr. David White. Head of Information Technology

Date: 25 May 2007

APPENDIX 1

Details of OGC Catalist Supply of I.T. Equipment

5 April 2007 until 23 May 2007

Name of OGC Catalist Company	Value of procurement	Equipment types
Dell	£ 353,388	PC's, Notebooks
HP	£ 35,177	Servers
Total	£ 388,565	