

REPORT TO: Policy and Resources Committee - 31 October 2011
REPORT ON: Supply of I.T. Equipment
REPORT BY: Head of Information Technology
REPORT NO: 455-2011

1.0 PURPOSE OF REPORT

1.1 Report for information to Committee. The I.T. Equipment purchased under the Buying Solutions and Procurement Scotland Framework Agreements.

2.0 RECOMMENDATIONS

2.1 The Committee is recommended to:

- i) Note the I.T. purchases amounting to £ 647,007 detailed in appendix 1. This covers the period 1 April to 30 September of financial year 2011/2012.
- ii) Approve ongoing engineering maintenance costs of £ 31,113 per annum for the above purchases.

3.0 FINANCIAL IMPLICATIONS

3.1 The Director of Finance has confirmed that equipment with a capital value of £ 197,795 has been funded through the current year's allowance of £ 905,000 for the purpose of Computer Equipment in the Chief Executive Department's Capital Plan.

3.2 The Director of Finance has confirmed that equipment with a capital value of £ 412,955 has been funded through the current year's allowance of £ 645,000 for the purposes of Computer purchases in the Education Departments Capital Plan.

3.3 Equipment with a value of £ 36,257 has been funded through existing departmental budgets.

3.4 The annual recurring engineering maintenance costs of £ 31,113 will be met from the 2011/2012 Revenue expenditure for the I.T. Division.

4.0 MAIN TEXT

4.1 The Policy and Resources Committee (900-2002) of 16 December 2002 approved the OGC Catalist Procurement Scheme (now known as Buying Solutions) as a permanent means of purchasing I.T. equipment.

4.2 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.

4.3 Procurement Scotland Framework Agreements have also been used to ensure best value is obtained in I.T. purchases.

4.4 Appendix 1 details the purchases made from 1 April 2011 until 30 September 2011.

5.0 POLICY IMPLICATIONS

5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Assessment. The major issues identified are:

- i) 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.
- ii) 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.

6.0 CONSULTATIONS

6.1 The Chief Executive, Depute Chief Executive (Support Services), and Director of Finance have been consulted.

7.0 BACKGROUND PAPERS

7.1 None

Mr. Ged Bell. Head of Information Technology

Date: 12 October 2011

APPENDIX 1**Details of I.T. Equipment purchased.****1 April 2011 until 30 September 2011**

Name of Company	Value of procurement	Equipment types
Hewlett Packard	£ 400,943	Desktops / Monitors
Insight	£ 131,326	Peripherals
Civica	£ 53,210	Servers / I.T. Managed Services
Misco	£ 28,059	Peripherals
Ergo	£ 24,523	Networks
AVM Education	£ 8,946	Interactive Whiteboards
Total	£ 647,007	