

REPORT TO: CITY GOVERNANCE COMMITTEE - 18 AUGUST 2025

REPORT ON: IT NETWORK HARDWARE PURCHASE

REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES

REPORT NO: 219-2025

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to summarise the sourcing strategy for the purchase of network hardware and to seek authority to complete this purchase.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Committee: -
- a) approves the procurement in respect of the purchase described in this report and detailed in Appendix 1.
 - b) delegates authority to the Head of Digital and Customer Services to complete the purchase through the NHS Digital Workplace Solutions framework in compliance with the Public Contracts (Scotland) Regulations of 2015.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The total cost of the purchase is £140,000 for the IT network hardware and will be met from the IT capital budget for 2025/2026.

4.0 BACKGROUND

- 4.1 This report supports the Council's IT Strategy which was approved at the City Governance Committee on 4 March 2024 (Article VIII of the minute of meeting of the Committee refers). The Council's IT strategy sets out to deliver secure, robust, and affordable IT platforms. Helping to enable digital services, mobile and flexibly accessible services with best value technology products and a cloud first approach.
- 4.2 The Council network covers 140 buildings across the city, including schools, offices, libraries, community centres and sports centres. All computers, Wi-Fi access points and printers connect to this network through hardware installed in each building. There are over 500 separate pieces of hardware that makes up the network. These are installed, configured and managed by IT staff.
- 4.3 Some of the network hardware is now more than 10 years old and needs to be replaced. New hardware will help to reduce support costs and service outages due to hardware failures. It will also allow us to take advantage of new features and security standards built into the new hardware. The new management functions will streamline support and enhance the monitoring of the hardware for errors. It will provide improved security functions and deliver a more robust service.
- 4.4 The new hardware will help simplify management and provide increased capacity to support the expansion of Wi-Fi across the Council. It will also improve the ongoing maintenance of the network and allow IT staff to better support the increased number of devices in schools.

- 4.5 A procurement exercise will be carried out on the NHS Digital Workplace Solutions framework to procure the best value solution for the Council.

5.0 POLICY IMPLICATIONS

- 5.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate senior manager has reviewed and agreed with this assessment.

6.0 RISK ANALYSIS

- 6.1 There are four standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge:

Key Risks			
Description of Risk	Probability (L/M/H)	Impact on DCC (L/M/H)	Actions required to manage Risk
Commercial Risk - That either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Low	Low	Benchmarked costs and requirements are known from market evaluation and previous purchases.
Technical Risk - This concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low	Low	Industry standard hardware is being purchased, backed by manufacturer lifetime warranty. The market is large and has provided similar hardware previously.
Performance Risk - This concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low	Low	The use of a framework ensures suppliers are capable and the manufacturer partner status provides reassurance that they have delivered the hardware previously.
Contractual Risk - Being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	Low	Low	No technical services are being purchased, supply of hardware only. Suppliers on the framework are all experienced at delivering this kind of contract.
Procurement Risk - where a procurement is found unsound in law, through the public procurement rules.	Low	Low	Existing framework in place with multiple suppliers.

7.0 CONSULTATIONS

- 7.1 The Council Leadership Team were consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

8.1 None.

**PAUL THOMSON
EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

23 JULY 2025

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APPENDIX 1

SOURCING STRATEGY	Purchase of Network hardware and software to replace the old hardware.
PROJECT INFORMATION	The purchase NHS Digital Workplace Solutions framework to procure the best value solution for the Council.
PROPOSED CONTRACT DURATION	2025/2026 one off purchase.
RECOMMENDATION	It is recommended that the Committee: approves the commencement of a procurement exercise in respect of the purchase described, and delegates to the Head of Digital and Customer Services to make the purchase based on the sourcing strategy.
FINANCIAL IMPLICATIONS	The total cost of the purchase is £140,000 for all hardware and software. This cost will be met from IT capital budget for 2025/2026.
POLICY IMPLICATIONS	There are no issues.
BACKGROUND PAPERS	None.

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