

REPORT TO: Policy and Resources Committee - 11 June 2012

REPORT ON: Supply of I.T. Equipment

REPORT BY: Head of Information Technology

REPORT NO: 193-2012

1.0 PURPOSE OF REPORT

- 1.1 Report for information to Committee. The I.T. Equipment purchased under the Government Procurement Service and Procurement Scotland Framework Agreements.

2.0 RECOMMENDATIONS

- 2.1 The Committee is recommended to:
- i) Note the I.T. purchases amounting to £ 696,886 detailed in appendix 1. This covers the period 1 October 2011 to 18 May 2012
 - ii) Approve ongoing engineering maintenance costs of £ 38,997 per annum for the above purchases.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The Director of Corporate Services has confirmed that equipment with a capital value of £ 198,927 has been funded through the 2011/12 allowance of £905,000 and the current year's allowance of £ 850,000 for the purpose of Computer Equipment in the Corporate Services Department's Capital Plan.
- 3.2 The Director of Corporate Services has confirmed that equipment with a capital value of £ 335,091 has been funded through the 2011/12 allowance of £645,000 and the current year's allowance of £ 570,000 for the purposes of Schools Computer purchases in the Corporate Services Capital Plan.
- 3.3 Equipment with a value of £ 162,868 has been funded through existing departmental budgets.
- 3.4 The annual recurring engineering maintenance costs of £ 38,997 will be met from the 2012/2013 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 the Government Procurement Service) 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 October 2011 until 18 May 2012.

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, Director of Corporate Services and Head of Democratic and Legal Services have been consulted.

7.0 BACKGROUND PAPERS

7.1 None

Mr. Ged Bell. Head of Information Technology

Date: 22 May 2012

APPENDIX 1**Details of I.T. Equipment purchased.****1 October 2011 until 18 May 2012**

Name of Company	Value of procurement	Equipment types
Hewlett Packard	£ 274,374	Desktops / Monitors
Insight	£ 133,743	Peripherals / Servers
AVM Education	£ 71,829	AV / Interactive Whiteboards
Misco	£ 58,356	Peripherals / Laptops
Software Box	£53,550	Software
Civica	£51,000	IT Managed Services
Dell	£ 49,999	Servers
XMA	£ 4,035	Netbooks
Total	£ 696,886	