REPORT TO: **Policy and Resources Committee - 24 March 2008**

REPORT ON: **Supply of I.T. Equipment - OGC Catalist**

REPORT BY: **Head of Information Technology**

REPORT NO: **199-2008**

1.0   PURPOSE OF REPORT

1.1   Report for information 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 I.T. purchases amounting to £ 306,977 detailed in appendix 1. This covers the period 21 November to 11 March of financial year 2007/2008.

    ii)   Approve ongoing engineering maintenance costs of £ 17,204 per annum for the above purchases.

3.0   FINANCIAL IMPLICATIONS

3.1   The Depute Chief Executive (Finance) and Head of Finance has confirmed that equipment with a capital value of £ 157,957 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 £ 149,020 has been funded through external funding sources, departmental budgets and devolved school budgets.

    i)   External Funding   £ 78, 478
    ii)   Departmental   £ 45, 591
    iii)   Devolved School   £ 24, 951

3.3   The annual recurring engineering maintenance costs of £ 17,204 will be met from the 2007/2008 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 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   Appendix 1 details the purchases made from 21 November 2007 until 11 March 2008.

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), Depute Chief Executive (Finance) and Head of Finance have been consulted.

7.0 BACKGROUND PAPERS

7.1   None

Mr. Ged Bell. Head of Information Technology   Date: 11 March 2008

Details of OGC Catalist Supply of I.T. Equipment

21 November 2007 until 11 March 2008

Name of OGC Catalist Company	Value of procurement	Equipment types
Dell	**£ 146,053**	**PCs / Notebooks**
Equanet	**£ 81,689**	**Storage / Software**
HP	**£ 28,520**	**Monitors**
Computacenter	**£ 24,843**	**Servers**
SCC	**£18,771**	**Network Switches**
Insight	**£7,101**	**Monitors**
Total	**£ 306,977**	