

REPORT TO: Policy and Resources Committee - 10 December 2007

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

REPORT BY: Head of Information Technology

REPORT NO: 618-2007

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 IT. purchases amounting to £ 126,220 detailed in appendix 1. This covers the period 22 August to 20 November of financial year 2007/2008.
 - ii) Approve ongoing engineering maintenance costs of £ 9,853 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 £ 117,386 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 £ 8,834 has been funded through external funding sources.
- 3.4 The annual recurring engineering maintenance costs of £ 9,853 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 22 August 2007 until 20 November 2007.

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: 22 November 2007

APPENDIX 1

Details of OGC Catalist Supply of I.T. Equipment

22 August 2007 until 20 November 2007

Name of OGC Catalist Company	Value of procurement	Equipment types
Equanet	£ 60,044	Data Storage
Dell	£ 38,061	PCs / Notebooks
XMA	£ 21,509	Network Switches
Insight	£ 6,606	Monitors / Peripherals
Total	£ 126,220	