

REPORT TO: CITY GOVERNANCE COMMITTEE - 3 MARCH 2025

REPORT ON: NETWORK AND WIFI HARDWARE FOR EAST END COMMUNITY CAMPUS

REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES

REPORT NO: 63-2025

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to summarise the sourcing strategy for the purchase of Network and Wi-Fi hardware to be installed in East End Community Campus.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Committee:
- (a) 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 detailed in Appendix 1. The procurement route is specified in Section 4.6.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The total cost of the purchase is £170,000 for all hardware. This cost will be met from the budget for the project, within the non-contract allowances.

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 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 purchase of hardware to provide IT network connections and Wi-Fi at the East End Community Campus is required. This hardware will provide the underlying IT Services for the whole building. This includes access to the internet for all web and cloud services, telephony, CCTV and building management systems.
- 4.3 It is essential to provide an IT network within the building. The school requires the IT network and Wi-Fi to support digital learning, provide access to cloud and other online services, as well as resources within the Council data centre. Wi-Fi is required throughout the building for public access and to ensure laptops, tablets and smartphones used within the school can be connected to the internet.
- 4.4 The telephone service within the building relies on this network hardware. The services operating within the building will require access to desk phones, which must be connected to the network. This allows the phones to connect to the Council phone system, which is located within the Council's data centre.
- 4.5 The hardware will be configured and tested by Council IT Officers and passed to the main contractor of the project for installation within the new building.
- 4.6 The purchase will be awarded through the Scottish Government framework agreement (SP-21-012) for Technology, Peripherals and Infrastructure, Lot 1. Computacenter (UK) Ltd are the single supplier on this framework. Procuring through this route ensures best value can be obtained from the discounts and pricing catalogue on the framework.

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 as similar hardware has been purchased for other Council buildings.
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	IT requirements have been identified and the required hardware specification is known.
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 supplier is a global leader in supply of IT hardware. The framework contract in place ensures they meet the requirements.
Contractual Risk - Being able to remedy the 's 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	Delivery of hardware will be managed by IT and procurement staff. Estimated delivery dates will be provided after the order is placed.
Procurement Risk - where a procurement is found unsound in law, through the public procurement rules.	Low	Low	Existing framework in place with a single supplier.

7.0 CONSULTATIONS

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

8.0 BACKGROUND PAPERS

- 8.1 None.

ROBERT EMMOTT
EXECUTIVE DIRECTOR OF CORPORATE SERVICES

3 MARCH 2025

APPENDIX 1

SOURCING STRATEGY	Purchase of Network and Wi-Fi hardware to be installed in East End Community Campus.
PROJECT NUMBER	
PROJECT INFORMATION	The purchase will be awarded through the Scottish Government framework agreement (SP-21-012) for Technology, Peripherals and Infrastructure, Lot 1.
PROPOSED CONTRACT DURATION	2024/2025 one off purchase.
RECOMMENDATION	(a) 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 detailed in Appendix 1.
FINANCIAL IMPLICATIONS	The total cost of the purchase is £170,000 for all hardware. This cost will be met from the budget for the project, within the non-contract allowances. There are no ongoing support costs for the hardware.
POLICY IMPLICATIONS	There are no issues.
BACKGROUND PAPERS	IT Strategy as approved by the City Governance committee on 4 March 2024 (Article VIII of the meeting of the committee refers).

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