

THE HIGHLAND COUNCIL
ICT PROCUREMENT WORKING GROUP

Minutes of Meeting of the ICT
Procurement Working Group held in
Council Headquarters, Glenurquhart
Road, Inverness on Wednesday 10
September, 2008 at 10.00 a.m.

PRESENT

Mrs C Wilson
Mr M Rattray
Mr W Fernie

Mr K MacLeod
Mr J Ford
Mrs P Munro

Officials in attendance:-

Ms M Morris, Assistant Chief Executive
Mr J Grieve, IS Client Manager, Chief Executive's Office
Mr D MacDonald, Principal Administrator, Chief Executive's Service

Mrs C Wilson in the Chair

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mrs M Davidson and Mr D Hendry.

2. Minutes

There had been circulated for information Minutes of meeting of the Working Group held on 15 August, 2008. The Group **NOTED** that these Minutes had been approved by the Resources Committee at its meeting held on 21 August, 2008.

3. Project Update

Mrs P Munro declared a financial interest in this item as a holder of occupational pensions from companies who had returned a PQQ but remained to participate in the discussion as the group was not to make a decision but a recommendation to the Resources Committee.

There had been circulated to Members only Report No ICTP/07/08 dated 4 September 2008 by the Assistant Chief Executive which summarised the work undertaken on the project since the last meeting, and updated Members on the Public Sector Comparator, the Council's ICT Strategy, the service extension discussions with Fujitsu and the Quality Assurance Process.

Following clarification of a number of points raised, the Group **NOTED** the information provided in the report and that of the six companies invited to submit outline solutions one, Cap Gemini, had withdrawn.

4. Future Meeting Dates

The Group **NOTED** the following future meeting dates:-

- Tuesday 21 October, 2008
- Thursday 27 November, 2008

and that both meetings would commence at 10.00 a.m. in Committee Room 1, Council Headquarters, Glenurquhart Road, Inverness. It was also **NOTED** that a forward schedule of meeting dates for 2009 was being finalised and would be circulated once confirmed.

The meeting ended at 11.10 a.m.