

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked:

We are researching ethical procurement strategies, with regards to electronics and ICT in the UK, in order to work towards the transformation of practices within the electronics industry. Please answer the questions listed below in as much detail as possible. Could you please supply us with an answer to the following questions and any information requested:

Please specify the total amount your organisation has spent on ICT products, by which we mean computers, screens, keyboards – if easier these items could be put together in single PC units, unless they were bought separately, laptops, printers, mobile phones, ipads or other tablets in the years 2010, 2011 and 2012 and the total amount was spent on these products? Ideally split this response by product, or if that takes too long, please lump it into one sum per year.

ANSWER:

	JAN - DEC 2010		JAN - DEC 2011		JAN - DEC 2012	
	QTY	PRICE	QTY	PRICE	QTY	PRICE
SEPARATE KEYB	107	£4,983.25	89	£2,017.84	46	£1,403.60
MONITORS	157	£23,757.91	407	£45,329.90	299	£32,691.98
PRINTERS	81	£26,423.43	68	£18,375.62	21	£3,770.88
PC	867	£293,028.47	1216	£340,320.82	674	£225,823.05
LAPTOPS	236	£139,519.65	157	£72,385.19	73	£31,406.11
TABLETS	95	£104,176.86	234	£258,058.98	52	£41,185.73
MOBILE HARDWARE		£64,834.00		£26,362.00		£50,283.00
TOTALS	1543	£656,723.57	2171	£762,850.35	1165	£386,564.35

Who are your 5 biggest ICT suppliers in the last 3 years and what proportion of your spend went to each supplier?

The Figures in table below are based on the products in question 1.

TOP 5 SUPPLIERS	JAN - DEC 2010	JAN-DEC 2011	JAN -DEC 2012
SUPPLIER	Percentage	Percentage	PERCENTAGE
SCC	0.52%		
CDEC	0.57%		
XMA LTD	0.71%	1.58%	0.75%
MISCO	5.41%	1.57%	2.10%
ISC NETWORKS	92.79%	64.05%	
INSIGHT		0.64%	0.47%
KELWAY		32.16%	96.47%
Filtrona C&SP Ltd t/a Payne Security			0.21%

Do you have an ethical procurement policy that deals with labour rights issues, ideally solely or as part of a broader policy? Please provide a URL link or attachment with the policy.

The policy can be found by following the below link.

<http://www.leicester.gov.uk/your-council-services/ep/the-environment/environmental-policies-action/sustainable-procurement/>

For your information this letter constitutes a refusal notice under Section 17.1 of the Freedom of Information Act 2000 because an exemption under Section 21 of the Act is being applied, namely the information is accessible by other means, Leicester City Council website.

Do you have staff with ethical or sustainable procurement expertise employed internally – we'd particularly like to know about whether you have a Procurement Manager with this remit, or a Sustainability Manager. What is/are their name/s and email address(es)?

All members of staff that have the MCIPS accreditation and are members of the Chartered Institute of Purchasing and Supply, have a duty to undertake to work to and exceed expectations of the Personal Ethical Code of the Institute. The principles of this code is outlaid below.

A link is also available to the document itself http://cips.org/Documents/CIPS_Code_of_Ethics.pdf

Members shall always seek to uphold and enhance the standing of the purchasing and supply profession and will always act professionally and selflessly by:

(a) maintaining the highest possible standard of integrity in all their business relationships

- (b) rejecting any business practice which might reasonably be deemed improper and never using their authority for personal gain
- (c) enhancing the proficiency and stature of the profession by acquiring and maintaining current technical knowledge and the highest standards of ethical behaviour
- (d) fostering the highest possible standards of professional competence amongst those for whom they are responsible
- (e) optimising the use of resources which they influence and for which they are responsible to provide the maximum benefit to their employing organisation

There are several Managers and staff members in the procurement teams within LCC that have this accreditation.

Leicester City Council does not give out personal details of members of staff below Head of Service level. We are withholding that information since we consider that to be an absolute exemption under section 40(2) (personal data), and this therefore constitutes a refusal under section 17 of the Freedom of information Act 2000.

Does your organisation procure its own ICT products?

Yes we do procure our own.

If so what proportion of your spend in the last 3 years was done through setting up your own ICT contracts with suppliers?

All ICT products are procured through the ICT procurement department.

Or does your organisation procure ICT products through a purchasing consortium. If so which is it/are they? If so what proportion of your spend in the last 3 years was done through this purchasing consortium?

No

Or do you procure ICT products by using framework contracts you share with others. If so what proportion of your spend in the last 3 years was done through framework contracts? Which contract did you use?

Frameworks are set up that anyone can use them if they so choose from any public sector.

All our ICT Hardware procurement is done through Framework agreements, either ESPO (Eastern Shires Purchasing Organisation) or GPS (Government procurement Services). The appropriate framework is identified based on the requirements and then all suppliers on that are contacted directly to be able to bid.

Our ICT System contracts are done using a framework where possible (again determined as above) however there are instances that based on our

requirements it is not possible to select a framework, and thus those are advertised and made open to anyone to bid on.

If your process of ordering ICT products is through central government purchases, what proportion of your spend in the last 3 years was done through central government procurement? Which contract did you use?

We do not purchase through central government.

The legislation allows you to use the information supplied for your own personal use. Please be aware that any commercial or other use, for example publication, sale, or redistribution may be a breach of copyright under the Copyright, Designs and Patents Act 1988 as amended unless you obtain the copyright holder's prior permission.

Not all the information that is supplied which is covered by copyright will be the Council's copyright, for example it may be the copyright of a government department or another Council. You should seek either the Council's consent or their consent as appropriate. The Council is willing to advise you of any such potential issues on request. In order to make a request to re-use the information please contact the Information Governance Manager using the details below.

If you are dissatisfied with the handling of your request please write to:

Information Governance Manager
Information and Support
Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG
e-mail: FOIA@leicester.gov.uk

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow SK9 5AF
Telephone: 01625 545 700
www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner