

Exceptional Activity in Accordance with Standing Financial Instructions e.g., Single Quotation or Tender Actions, Contract Change Notes, Execution of an Extension, Award of Further Business etc.

| Division/Department/ DU | SFI Competition Threshold | Capital/ Revenue | Contract Ref: | Period of Agreement/ Delivery Date | Agreement Title/Description | Supplier | Cost banding | Reason/Circumstance | Compliance Comment | First or Repeat Submission |
|-----------------------------------|--|---------------------|---------------------------------|---|--|--|-----------------|---|--|----------------------------------|
| Workforce & OD | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA- 28804-055- SM-21 | 24 th December 2021 – 23 rd December 2024 | Crate hire charges - Continuation of storage facility services for Workforce. | Britannia Robbins | £5k-£25k | Ongoing need for storage. Without this service, there is a potential risk of security & inadequate data protection of personal information | This requirement is to be included in the Wider Health Board review of storage requirements in future | Repeat |
| Digital Services | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA- 28804-056- JI-21 | 16 th March – 31 st March 2022 | Change Management Qualifications at USW | University of South Wales, USW Commercial Services LTD | £5k-£25k | Change Management Qualifications for members of staff in the Digital Team Addressing additional training identified through PADR process | Benefits realisation – including cash releasing savings – from Digital implications is predicated on effective change management. This award is to ensure continuity in training and the approach provided to staff to achieve highly approved accredited qualification recognised by the Association of Project Management Group (APMG) | First |
| Support Services | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA- 28804-057- JB-21 | 15 th December 2021 – 14 th December 2022 | Renewal of Emergency Mass notification service licence/support | F_24 | £5k-£25k | The F24 system is used make rapid contact with HB responders in the event of a Major Incident, and significantly improves the speed of the HB response. Without this service, there would be a risk of delayed response to emergency callouts. | This service is proprietary in nature, no alternative but to use this supplier. Current system has been in situ for several years and the support costs have been under £5,000, the increase in this year's cost is in line with inflation and represents value for money. | First |
| Finance Strategy & Development | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA- 28804-058- JB-21 | 25 th February 2022 | Annual membership to NHS Benchmarking Network 2022-23 | NHS North of England CSU | £5k-£25k | Without the membership, the Health Board would not be able to participate in benchmarking to compare with the wider NHS and identify opportunities for savings and areas of best practice. | This is the only organisation that provides a benchmarking service for the NHS in England and Wales. | Repeat |

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| South Wales Trauma Network | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-060-SU-21 | 27 th March 2022 | Provision of the Trauma Care After Resuscitation (TCAR) Course and Paediatric Care After Resuscitation (PCAR) Course | Visoinem | £5k-£25k | This course is bespoke and has been specifically created to meet the learning needs of Inpatient Trauma Nurses | Only company able to provide this training package which compliments training and education needs and recognised by the National Trauma Network as appropriate for NHS Wales. | First |
| Pharmacy | Local Quotation Threshold over £5,000.00 | HEIW Funding | SBU-SQA-28804-61-SM-21 | 24 th March 2022-December 2023 | Science Manufacturing Technician Level 3 (wsc.ac.uk) | West Suffolk College | £5k-£25k | Unique SMT course for Pharmacy Student training launched in England in February 2021 and now open to Welsh students, as part of the initial pilot for 30 students. Essential requirement for WG TrAMS project. | Sole supplier for the SMT course, which is being paid for by HEIW. West Suffolk College are the sole supplier of this certification. | First |
| Corporate Nursing | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-62-SM-21 | 1 st April 2022 – 31 st March 2023 | Essential Training Liberty Protection Safeguards (LPS) training. | University of South Wales, Swansea | £5k-£25k | Enhances existing training to prepare for the introduction of Liberty Protection Safeguards (LPS), which is expected to be introduced in early 2023. Feedback from training previously provided is that it is of a quality that meets the needs of the legal requirements on the Health Board. | The University of Swansea has provided this training historically and for consistency of the approach and to ensure the training meets WG requirements. SQA approval is appropriate. Any future requirements must be subject to a competitive exercise however, to ensure appropriateness of waver going forward. | First |
| MH & LD | Local Quotation Threshold over £5,000.00 | Capital | SBU-SQA-28804-087-JW-21 | 1 st April 2022 – 31 st March 2023 | A unified communications solution for Microsoft Teams This is trial programme for All-Wales development | Conversant Technologies Ltd | £5k-£25k | This is a 1-year trial. If successful, the 111 All-Wales team are planning to procure a contract, which will be subject to a competitive process on an All-Wales basis | AW Procurement exercise to be undertaken following the trial for a new contract in 2023. | First |
| Transformation | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-053-RC-21 | 1 st January 2022 – 31 st March 2022 | Extension to Hire of Venue for delivery of Covid-19 Immunisation Programme – 3-month occupancy agreement | Gorseinon Development Trust | £5k-£25k | Extension to Hire of Venue for delivery of Covid-19 Immunisation Programme. To attempt to find an alternative venue at this time would have a significant impact of delivery of the vaccine programme. | At this stage, it would be impractical to re-locate the Vaccination Centre to another site. Cumulative spend is being monitored to ensure it does not breach WG reporting thresholds. | Repeat |

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| Rehabilitation | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-089-JRC-22 | 1 st March 2022 – 30 th June 2022 | Training and support in virtual group clinics and webinars. | Georgina Craig Associates | £5k-£25k | To provide further development for long covid pathway virtual group clinics and development of webinars for Swansea Bay population regarding long covid advice. The process will be able to be utilised across services as an example of good practice on how to deliver virtual consultations. This is a time sensitive programme with regards to short term funding for the Adferiad programme for long covid from Welsh Government. | Previously worked with company free of charge, as part of Welsh government scheme, to set up first virtual group consultations with Team GP and patients suffering with long covid. SQA approved based upon previous engagement with this supplier through the WG initiative | First |
| Cardiac Services | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-090-JRC-22 | 1 st April 2022 – 31 st March 2024 | Annual subscription to benchmarking service for cardiac centres | National Cardiac Benchmarking Collaborative | £5k-£25k | Continuation of this subscription is essential for maintaining and improving patient care for cardiac patients within SBUHB. Failure to renew would result in a loss of profile and service provision, which could adversely affect service efficiency and impact on patient care. | The NCBC are the only national benchmarking organisation in the UK. | Repeat |
| Caswell Clinic | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-091-AT-21 | 1 st July 2022 – 30 th June 2025 | Annual membership for Royal College of Psychiatry Quality Network Standards for Forensic Mental Health | Royal College of Psychiatrists Quality Network | £5k-£25k | Annual membership for Royal College of Psychiatry Quality Network Standards for Forensic Mental Health for Caswell Clinic & Taith Newydd Services. Failure to renew would result in a loss of vital annual audits. | Sole Supplier, there is no alternative supplier in the market. | Repeat |
| MH/A&E | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-092-DS-21 | April 1 st 2022 – 31 st March 2023 | Participation in Trauma Audit & Research Network | University of Manchester | £5k-£25k | The Network are an independent monitor of trauma care in England & Wales. Feedback from the Trauma Network enables improvement in care through national comparative clinical audit data. Without participation, monitoring of Trauma Care would cease, which would have a detrimental impact on patient care. | The University of Manchester offer the only way to participate in all England/Wales audit and research programme. | Repeat |
| Cardiac Services | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-093-RC-21 | 30 th March 2022 | Purchase of software to support Inherited Cardiac Condition Service | Progeny Europe | £5k-£25k | Digital solution to allow co-ordinated and efficient working, real time sharing of information to avoid duplication & waste within the ICC Team. | SQA approved given the obvious service benefits, but competition will need to be sought going forward. | First |

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| EMRTS | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-094-SP-21 | 1 st April 2022 – 31 st March 2023 | Renewal of Insurance Policy for Air Ambulance Service | James Hallam | £5k-£25k | Provision of insurance for employee personal accident cover, which is essential for provision of the service. | This is the recommended Insurer of the UK Air Ambulance Association, due to the unique requirements of the Air Ambulance Service, other The cost reflects high risk nature of work and number of staff, wage-roll, missions attended and type (road/air). Procurement Services previously tested the market by channelling the requirement through the All Wales Broker, but due to the niche nature of the cover, alternative proposals received could not meet the requirements and were cost prohibited. | Repeat |
| Learning & OD | Local Quotation Threshold over £5,000.00 | Revenue | SBU-SQA-28804-095-SP-21 | 29 th March 2022 | Engagement Workshop to review the concept values/behaviours images with a stakeholder group with the Health Board | Scarlet Design Limited | £5k-£25k | This workshop will involve a range of people who can bring different perspectives with the aim to create hand drawn images, which look at how the organisation's culture will affect service users. These will be developed by Stakeholders in the organisation and can be used to provide learning and development resources for the Just Culture programme. | Sole accredited supplier in the UK for this service. Images used are subject to copyright. No viable alternative in the marketplace. | First |
| MEMS | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-074-SP-21 | 1 st April 2022 – 31 st March 2027 | Document management system renewal and additional licence upgrade | Genial Compliance Systems Ltd | £25k-£50k | A number of departments use iPassport to underpin their ISO accreditation (iso9001 or 13485). This order will expand on the system and roll out to other departments who are establishing a quality management and or a document management system. | In 2019 the Health Board went out to tender for document management software. Genial Compliance Ltd won the tender with the iPassport system by virtue of it meeting the specification in full and being the lowest cost. The initial tender exercise demonstrated VFM - The 5-year licences will save £6,823 + Vat (10.4%). | First |

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| MEMS | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-075-SP-21 | 1 st March 2022 | RFID tags to track medical devices | Stanley Security Solutions | £25k-£50k | The Health Board has standardised on the Mobileview RFID Tagging System to track the location and use of medical equipment across Health Board sites. Without these tags there is a potential for loss of assets incurring cost for replacement | Only Stanley Aeroscout Tags will work on the existing system. There are currently over 3,000 already installed. Stanley have provided discounts of between 15 and 32% on the products that make up the package. This is in line with previous volume discounts that have been applied. | First |
| EMRTS | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-078-SP-21 | 2 nd December 2021 – 30 th April 2022 | Lease of a quantity of 2 x 21 registration plate MAN TGE low floor modular box body ambulance | St John Ambulance | £50k – PCR (£138,760) | Due to manufacturing problems of new vehicles being delivered following a tender exercise - a lease from St John Ambulance has been agreed to facilitate this interim solution | The lease will ensure a suitable platform to establish and develop the new ACCTS service, support training of new personnel and facilitate a seamless transition to permanent vehicles upon delivery | First |
| Pathology | Local Tender Threshold over £25,000.00 | Capital | SBU-STA-28892-079-PB-21 | 1 st March 2022 – 28 th February 2029 | Tissue-Tek Smart Connect, Automated Transfer System | Sakura Finetek UK Ltd | £25k-£50k | The existing Tissue Processors are being replaced as they are end of life and creating a risk to patient samples. The robotic arm (transfer system) is necessary to realise the full potential of the Processors. | Sakura Finetek UK Ltd are the only supplier who can provide this level of robotic automation for this purpose. | First |
| Health & Safety | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-080-PB-21 | 9 th March 2022 | FFP3 valve masks – AJ-Pro | Digital2000 Ltd | £25k-£50k | During the pandemic and the global challenges of consistent supply of personal protective equipment and in particular respiratory protection equipment (RPE), namely FFP3 disposable masks. Swansea Bay UHB in conjunction with local procurement team successfully sourced and purchased the AJ Pro FFP3 Mask from Digital 2000. | SBUHB undertook significant investment in fit testing, with over 85% pass rate, so to move away from AJ-Pro to another mask would require further significant investment in fit testing, with no guarantee of a similar pass rate. | First |
| Health & Safety | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-081-PB-21 | 9 th March 2022 | FFP3 valve masks – AJ-Pro – Alternative Source of supply for AJ Pro Masks. | Agua Fabrics Ltd | £50k – PCR (£138,760) | During the pandemic and the global challenges of consistent supply of personal protective equipment and in particular respiratory protection equipment (RPE), namely FFP3 disposable masks. Swansea Bay UHB in conjunction with local procurement team successfully sourced and purchased the AJ Pro FFP3 Mask. | SBUHB undertook significant investment in fit testing, with over 85% pass rate, so to move away from AJ-Pro to another mask would require further significant investment in fit testing, with no guarantee of a similar pass rate. | First |

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| Laboratory Medicine | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-082-SP-21 | 11 th March 2022 | External audits undertaken by UKAS | United Kingdom Accreditation Services (UKAS) | £25k-£50k | All Pathology laboratories in Wales are mandated by the Welsh Government to attain & maintain accreditation against ISO 15189 | UKAS is the sole national accreditation body by the British government to assess the competence of organisations for compliance against ISO 15189. | Repeat |
| Support Services | OJEU - £122,976.00 | Revenue | SBU-STA-28892-084-SP-21 | 1 st April 2022 – 30 th April 2027 | MyPorter Task Management Software System & Licencing | Global View Systems Ltd | PCR (£138,760) - £500k | My Porter is a unique task management system that is compatible with the current communication infrastructure and can use both radio and wireless devices. It is essential for supporting the service with efficient and timely patient transfers and Portering tasks. | This product has unique features that will improve the efficiency of service delivery/ A compliant route through a framework is available for this system. However, a cost avoidance saving of £83,085 is available by purchasing direct. | First |
| Mental Health & Learning Disabilities | Local Tender Threshold over £25,000.00 | WG Funding | SBU-STA-28892-085-SM-21 | 1 st April 2022 – 31 st March 2023 | MHM Assessments | Mental Health Matters (Wales) | £50k – PCR (£138,760) | SBUHB currently has a contract in place with Mental Health Matters, for the Deprivation of Liberty (DOLS) Safeguard. WG have provided funding for Mental Health Matters to provide additional assessments to address the 250-case backlog in the Swansea Bay area. | STA approved as there is insufficient time to undertake a competitive exercise. No further extension of this requirement will be approved through an STA/SQA process. Competition must be sought for any future requirements | First |
| Strategy | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-087-SM-21 | 1 st May 2022 – 30 th April 2023 | Mental Health Services pilot commissioned by the Health Board in 2021. Services to support children & young people with their mental health as part of a multi-agency approach | Kooth Digital Health Limited | £50k – PCR (£138,760) | Continuation of existing Kooth Pilot scheme 2020/21 'SBU-STA-28892-048-RP-20' to fully assess the benefits of the service. | STA approved as this is a unique solution. Should multiple Health Boards decide to continue with this solution post trial, then a collaborative multi-organisational procurement exercise maybe beneficial. | Repeat |
| Estates | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-89-SM-21 | 25 th March 2022 | Support of the WBFGA, by enhancing the outdoor facilities within hospital grounds. | Botanical Garden of Wales | £50k – PCR (£138,760) | The HB has worked with Botanical Garden of Wales over the last 3 years, as part of the Biophilic Wales project. Recognised as market leaders in horticulture across Wales, they will work with Estates to provide a green environment for patients, staff & visitors. | Botanical Garden of Wales are positioned a to manage a niche project of this nature. However. Should there be a continuation of the service in future, a market test exercise is recommended. | First |
| Workforce & OD | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-090-SP-21 | 1 st March 2022 – 31 st March 2023 | Provision of a Cultural Intelligence and Inclusive Leadership workshop for SBUHB Executive Board | Above Difference Limited | £50k – PCR (£138,760) | Supplier to work with HB using a unique approach that combines inclusive leadership theory with cultural intelligence | The content of the programme is highly specialised and tailored to meet a specific | First |

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| | | | | | | | | to create a work programme that enables leaders to shift from managing diversity to leading for inclusion | need with the HB - supporting culturally inclusive leadership. Sole supplier in the UK accredited to deliver this work. | |
| Emergency Care and Hospital Operations | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-091-SP-21 | 1 st April 2022 – 31 st March 2023 | Temporary site storage facility | A2H Live | £25k-£50k | Continuation of original storage facility installed at height of pandemic. Repurposed for onsite storage to address potential H&S & fire safety risk. | Alternative solutions are being explored and this is a temporary continuation of an existing solution that is already in place | Repeat |
| Workforce & OD | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-092-SP-21 | March 2022 | Specialised Leadership Programme aimed specifically at developing leadership in women | Good Business Initiative | £25k-£50k | A highly specialised and tailored programme which meets the specific needs of the health board. | STA previously approved as this service is specialist in nature and tailored to meet the HB's requirements, however, an additional financial component was missed therefore, this combines all, supersedes and replaces the previous SQA. | Repeat |
| ARCH | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-094-SP-21 | 1 st April 2022 – 30 th November 2023 | ARCH Senior Leader Development Programme | Swansea University | £25k-£50k | The Programme has been specifically developed for Swansea Bay & Hywel Dda University Health Board Clinical Leaders, Business Unit Leaders and Executive Managers by the Chief Executive and Deputy Chief Operating Officer in conjunction with the University. | STA is wholly appropriate as the programme insights are drawn from the Intensive Learning Academy for Innovation, the Intensive Learning Academy for Value Based Health and AgorIP, all WG initiatives that can only be delivered by Swansea University | First |
| Morriston Medicine | Local Tender Threshold over £25,000.00 | Revenue | SBU-STA-28892-095-PB-21 | 12 th April 2022 | Provision of a Consultant Gastroenterologist | Supreme Locums Agency | £50k – PCR (£138,760) | Consultant Gastroenterologist for a three-month period only, to engage in 8 sessions per week. This will avoid the RTT position from deteriorating and prevent the length of stay of patients worsening. | This initiative proposed for a 3-month period to cover off gaps in rota coverage. Difficulties in recruiting and unable to seek a suitable locum through Framework Agencies. | First |

NB 1: All SQA/STAs are now incorporated into the Procurement Work Plan for review.

NB 2: Where practicable, where competition cannot be sought, longer terms arrangements are sought for SQA/STA, to take advantage of preferential terms through longer term commitment and to negate the necessity for the submission of annual SQA/STA applications

Further Matters to be Brought to the Attention of the Audit Committee (Retrospective Action)

| Division/Department/DU | SFI Competition Threshold | Capital/Revenue | Contract Ref: | Period of Agreement/Delivery Date | Agreement Title/Description | Supplier | Cost banding | Reason/Circumstance | Compliance Comment | First or Repeat Submission |
|------------------------|--|-----------------|---------------|--|---|--|--------------|---|--|----------------------------|
| Morrison | Local Quotation Threshold over £5,000.00 | Revenue | RA -029-AT-21 | 1 st April 2021 – 31 st March 2022 | Annual subscription to benchmarking service for cardiac centres | NCBC National Cardiac Benchmarking Collaborative | £5k-£25k | Continuation of this subscription is essential for maintaining and improving patient care for cardiac patients within SBUHB. Failure to renew would result in a loss of profile and service provision, which could adversely affect service efficiency and impact on patient care. | The NCBC are the only national benchmarking organisation in the UK. This is an annual subscription which should have been the subject of an SQA/STA. The Service Has been reminded to engage earlier with Procurement to ensure timely renewal in accordance with procedure. | First |
| EMRTS | Local Tender Threshold over £25,000.00 | Revenue | RA-030-PJ-21 | 23 rd March 2022 | Cost for two MAN TGE Ambulances provided by St John England | ST Johns Ambulance | £25k-£50k | Due to manufacturing problems of new vehicles being delivered following a tender exercise - a lease from St John Ambulance has been agreed to facilitate this interim solution | Delay in receiving invoice/quote from St John England. Further discussion to separate payments into two lines (One for each vehicle). Delay in receiving SLA and updating STA accordingly. Two requisitions on Oracle. 10957465 & 10957595. SBU-STA-28892-078-SP-21 refers | First |
| Corporate | Local Tender Threshold over £25,000.00 | Revenue | RA-032-SP-21 | 4 th March 2022 | Remedial works to Margam Orangery | CGL Services | £25k-£50k | SBUHB had a tenancy at will with NPTC for Margam Orangery for use as an LVC which ended on the 31 st December 2021. Council had to carry out dilapidation works very quickly to ensure venue was ready for first wedding booked in. Council obtained 3 quotes and successful contractor appointed in agreement with Health Board. Council had to progress works immediately to meet deadlines, this unfortunately meant that the works had already been progressed/completed by time the STA was complete. | The activity undertaken would have been justifiable under an STA. As per the Health Boards standing orders all commitment of expenditure must be approved in advance of works commencing. | First |

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| Morrison Estates | Local Tender Threshold over £25,000.00 | Revenue | RA-035-JB-21 | 23 rd March 2022 | Hiring of portable air-con units | Andrew Sykes | £25k-£50k | During the Covid Pandemic and the hot weather, potable air con units were ordered and distributed throughout several clinical and non-clinical areas. Some remained on Ward J due to the limited ventilation in this area, making the donning of PPE in the working environment more manageable. | Approved. No explanation of why Health Board standing orders were not complied with in ordering this necessary equipment, although appreciate that this may be as a result of pandemic response. Any requirement for this equipment after the end of March 2022 will require a compliant procurement process | First |
| NPTH | Local Tender Threshold over £25,000.00 | Revenue | RA-037-SM-21 | December 1 st 2021 – 31 st March 2022 | Transport of medicines in accordance with MHRA MS license | Polarspeed | £25k-£50k | Competition sought previously but needs a repeat exercise, extension sought until repeat exercise is completed RA Form to cover payment of invoices for a courier service provided by Polarspeed from December 2021-March 2022. | An interim 6-month arrangement will be implemented through Multi Quote, to ensure continuation of service and compliance. The service has been advised that market testing needs to be explored for long term continuation of this service, as there has been no formal market engagement since 2018. Procurement and pharmacy colleagues are scheduled to meet 28/04/2022 to discuss competition options and timescales. | First |