

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-28804-014-RC-22	25th July 2022 - 24th January 2023	Specialist investigation to support a highly sensitive medical disciplinary case.	Ibex Gale	£5k-£25k	The quality of the investigation and the understanding of matters underpinned by experience legal backgrounds will be critical should the HB pursue disciplinary action and become involved in legal proceedings.	Ibex Gale provides full package of services required and some interviews will be needed and this supplier is based in Btistol. A previous attempt to source a provider through a competitive exercise was not successful.	First
Maxillofacial laboratory	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-015-JRC-22	29th July 2022 - 28th July 2026	Software licenses for digital planning of medical devices for cancer and non cancer patients.	ESM Digital Solutions	£5k-£25k	Without these licence, the service would be unable to design and provide medical devices to the Oral & Maxillofacial clinic and therefore, appropriate treatment for patients	This software is proprietary in nature & designed support specific hardware, therefore to use another supplier additional replacement hardware would need to be purchased.	First
Capital Planning	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-016-PJ-22	March 2020 - August 2022	Storage Units	Wernick Hire Ltd	£5k-£25k	There was no alternative supplier and this additional storage was required at extremely short notice	Hire started during the Covid pandemic. Limited options were available for hire at this time. Expediency of procurement was key to respond to the pandemic. It makes no sense to contemplate changing provider at this stage for both financial & practical reasons	Repeat
Finance	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-017-JB-22	13th October 2022 - 14th October 2022	HFMA Finance Conference 2022	Healthcare Financial Management Association (HFMA)	£5k-£25k	Finance teams in all Health Boards and NHS Trusts across Wales participate and attend this annual conference. It is an excellent opportunity to meet, identify and share areas of good practice.	The professional body for Finance staff working in healthcare. One of the key events in the Finance calendar is the Annual HFMA Conference held in the autumn each year. Only the HFMA can arrange this conference.	Repeat
Tonna Hospital	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-018-AT-22	September 2022 - September 2025	Royal College of Psychiatrists Accreditation for MBU	Royal College of Psychiatrists	£5k-£25k	Professional membership allows continuous development through training events, special interest days, annual forum, knowledge hub, professional publications, networking and the opportunity to submit data for the Patient Outcome & Evaluation Measures (POEM) and to receive a generated report.	There is no other supplier that can provide professional accreditation. 10% discount obtained as paying for 3 years rather than annually.	Repeat
PC	Local Quotation Threshold over £5,000.00	Cluster Funding	SBU-SQA-28804-019-JW-22	19th July 2022 - 19th January 2023	Alcohol Service Advisory Support Project - Alcohol services advisory worker	Barod	£5k-£25k	The role of this worker is to support Practices in identifying patients, undertake home visits and carry out ACE III assessments. If the service were to cease, patients would not get the necessary support they are currently receiving within the project.	Procurement advertised through the MultiQuote System. Only 1 bid received from Barod. Extension of the service recommended under the SQA process for continuity. This will be the subject of a further market test exercise in future.	First
EMRTS	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-020-JW-22	1st April 2022 - 31st December 2023	Mobile data terminal and navigation system support and connection charges for helicopter and rapid response vehicles.	Terrafox Ltd	£5k-£25k	Ongoing support and telecoms costs for 33 months to 31st dec 23 (end of current aircraft contract)	Terrafox Ltd are the systems provider to the Welsh Ambulance Services NHS Trust. As such, Terrafox Ltd is the only supplier able to support this system and provide the necessary interface with existing systems.	First
Pharmacy - Morriston	Local Quotation Threshold over £5,000.00	WG - Health & Social Care Climate Emergency National Programme Funding	SBU-SQA-28804-021-JM-22	15th September 2022 - 14th September 2023	Inhaler Recycling Scheme	Grundon Waste Management Ltd	£5k-£25k	This is a pilot scheme which has the full support of Welsh Government. SBUHB will be the first in Wales to undertake a recycling scheme of this kind. The pilot will be used to assess the feasibility of implementing the recycling scheme on an All Wales basis. Savings may also accrue.	Grundon Waste Management are the only supplier in the UK that offers to recycle the HFA gases within the inhalers.	First
Corporate PMO	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-022-RC-22	July/August 2022	Extension of existing consultancy to support PMO	Sunny Adeusi	£5k-£25k	To assist PMO with dedicated support to review the effective functioning of the Health Board's savings Programme.	This is to further develop the initial work undertaken by Sunny Adeusi and to re-engage ensures continuity and the relevant skill-set.	Repeat
CMHT Drug & Alcohol Team	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-023-AM-22	1st November 2022 - 31st October 2023	CDAT Staff parking near to Barod Buildings Swansea	NCP - National Car Parks	£5k-£25k	9 x annual car parking permits for the NCP Kingsway for nursing staff working in CDAT Swansea.	The NCP facility is the only car park provider in close proximity to the Barod buildings, where the staff are based. This is essential as staff are often out several times a day fulfilling their duties. This is most effective and efficient way to facilitate the service provision.	Repeat
HSDU Sterile Services	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-024-SP-22	8th February 2022 - 10th February 2022	Provision of accreditation to 13485:2016 & MDD 93/42EEC for HSDU	SGS United Kingdom Ltd	£5k-£25k	HSDU is a manufacturer of medical devices and is required to conform to the regulatory and legislative requirements and is audited annually by its notified body and re-accredited on a three year cycle. Without this service, HSDU would lose its accreditation and would not be able to provide a service to stakeholders.	SGS United Kingdom Ltd are the Health Board's notified body and as such there is no competition available.	Repeat
Estates	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-025-SM-22	1st April 2022 - 31st November 2023	ISO Accreditation Audits (ISO 14001 Environmental Management)	SGS United Kingdom Ltd	£5k-£25k	Wales Government requires all Health Boards in Wales to be accredited to the ISO 14001 Environmental Management System. The System encompasses all of the activities, products and services undertaken by SBUHB. Without this service the Health Board would lose its ISO accreditation.	SQA approved, however, the stakeholder has been advised that a formal tender process is required to ensure true market engagement, value for money and compliance.	Repeat
Wales Fertility Institute	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28804-026-SU-22	14th October 2022 -	To headhunt a consultant for Wales Fertility Institute	Fertility Talent	£5k-£25k	The service requires external help to identify and contact current IVF clinicians who may be interested in a consultants post with WFI. Without this post, the service will be lacking experience, skill & clinical leadership to fulfil the agreed goals of the service.	This is the only specialist recruitment company in the UK specialising in the Fertility sector. Medacs were approached, but could not fulfil the requirements.	First
Estates	Local Tender Threshold over £25,000.00	Revenue	SBU-SQA-28892-028-PJ-22	1st August 2022 - 31st July 2025	Subscription for Zetacafe renewal of the asset management system including support and upgrades.	Zeta Services	£25k-£50k	Zetacafe is an asset management system which has been adopted to ensure statutory compliance in adhering to water management legislation for the Health Board.	Zeta Services are the sole supplier, the software is proprietary in nature and therefore, no other supplier can provide the support or upgrade path.	Repeat
Transformation	Local Tender Threshold over £25,000.00	Revenue	SBU-SQA-28892-029-JB-22	1st September 2022 - 31st August 2025	InTouch Flow Manager software - "Room & Resource" Module.	InTouch with Health	Over PCR	The Health Board uses the InTouch with Health Flow Manager software. This product provides optimised patient flow by providing self-check-in facilities, patient coting screens and electronic outcome forms integrated into WPAS. The new module will mean that the digitisation of processes will reduce administrative time taken to coordinate room bookings, as well as standardising processes.	The software is proprietary in nature, no other supplier can provide the additional module.	First
Singleton Hosp. Oncology, Cancer Services Division	Local Tender Threshold over £25,000.00	Charitable Funds	SBU-SQA-28892-030-AM-22	5th September 2022 - 7th October 2022	To provide 10 Days Training for 200 Delegates & 3 Days for 60 Delegates - Compassion fatigue training for medical & Nursing Colleagues	EF Training	£25k-£50k	EF training is a bespoke compassion fatigue training course which will be offered to both the medical team (Consultants & Registrars) and the nursing team. This training provides a positive impact on staff & wellbeing, recruitment and retention in staff related sickness is evidence based and has been reviewed and approved. Macmillan will fund half £17,422.80 & the remaining half to be paid by endowment Charitable funds.	EF Training has been verified to be the only supplier in the market that offers short courses in Compassion Fatigue Training. The supplier is recognised through the Royal College of Nursing website.	First
Corporate Nursing	OJEU - £138,760.00	Revenue	SBU-SQA-28892-031-SP-22	1st September 2022 - 31st August 2023	Accommodation for International Nurses	Student Roost Accommodation	Over PCR	This preferred supplier is situated within one base location with 30 x single occupancy en suite rooms for nurses whilst they undertake training for their OSCE programme. Requirements are met by 24 hour/7 day per week managed facility and is also inclusive of turnover arrangements in between exit of one cohort to another arriving. Competitive rates and accessible to local services and bus routes.	The preferred supplier Student Roost has experience with providing a similar service in Belfast. The other supplier has been ruled out as a consequence of on-going building work and they could only offer high standard accommodation at premium rates, unsuitable for our purpose. The Health Board's incumbent contractor for accommodation services - CTM, could not facilitate the service requirements.	First
Integrated surgical services Morriston	Local Quotation Threshold over £5,000.00	Revenue	SBU-SQA-28892-032-JRC-22	25th August 2022 - 31st March 2023	The Insides System is a CE marked ISO 13485 medical device developed for effective chyme reinfusion treatment of enteroatmospheric fistulas and high output enterostomies to achieve improved nutritional therapy.	GBUK Enteral	£5k-£25k	Use of The Insides System in appropriate patients will reduce/negate the requirement for parenteral nutrition support (and associated costs) and reduce related hospital readmissions for PN related complications (eg: line infections, renal/hepatic dysfunction) Patients can plausibly easily self-manage with minimal training, reducing the cost of nursing support both for PN training and day to day management, allowing them to be discharged significantly sooner, and continue therapy out in the community. Chyme reinfusion reduces/negates the need for anti-motility medication and reduces the dosage required for other medications, it allows the patient to resume normal oral nutrition and therefore allows for use of oral medications rather than IV Drugs.	Information validated and supported by signed NHS Wales policy document for 'Making Decisions on Individual Patient Funding Requests'	First
Oncology	OJEU - £138,760.00	Revenue	SBU-SQA-28892-033-DS-22	1st October 2022 - 31st March 2023	Locum Consultant Medical Oncologist, extended for an additional 6 months whilst permanent recruitment is sought	MedTeam Recruitment Services Ltd	Over PCR	Unfilled post following long term sickness and departure of the post-holder. Failure to continue with the existing arrangements will mean waiting time for new patients will increase and targets for SCP will not be met.	Medacs unable to fulfil the requirement due to the niche nature of the post. No Agency Framework provider was able to assist as there is a national shortage of UK trained consultant Oncologists. MedTeam fulfilled the post and this is a further extension to the arrangement, whilst recruitment for the permanent post continues.	Repeat
Corporate	Local Tender Threshold over £25,000.00	Revenue	SBU-SQA-28892-034-SP-22	1st April 2022 - 31st March 2023	Subscription to Welsh NHS Confederation	The Welsh NHS Confederation	OJEU - £138,760.00	The Welsh NHS Confederation represents the seven LHBs, three NHS Trusts, Health education and Improvement Wales and Digital Health & Care Wales. It acts as a driving force for positive change through strong representation, facilitating system leadership and a proactive policy, influencing communications, events and engagement work.	Sole supplier, no other body can provide this subscription service.	Repeat

Breast Oncology	OJEU - £138,760.00	Revenue	SBU-STA-28892-036-DS-22	19th October 2022 - 21st March 2023	Locum consultant medical oncologist to support breast practice whilst permanent recruitment is sought (period 24 weeks)	MediTeam Recruitment Services Ltd	Over PCR	Unfilled post which is required to support the breast practice in the Health Board. This is an initial six months appointment, without it, waiting times for new patients will continue to increase and targets for SCP will not be met. Furthermore, patients may need to travel to other h&s for their treatment incurring additional cost for SBUHB.	Medacs unable to fulfil the requirement due to the niche nature of the post. No Agency Framework provider was able to assist as there is a national shortage of UK trained consultant Oncologists.	First
EMRTS	Local Tender Threshold over £25,000.00	Revenue	SBU-STA-28892-037-JB-22	1st October 2022 - 31st March 2023	Provision of Emergency Care Assistants to the ACCTS Service to provide resilience in service whilst recruitment is being undertaken.	Bristol Ambulance	£25k-£50k	ACCTS are already using Bristol Ambulance vehicles, therefore there will be a reduction in the training and induction time of staff members, enabling the contract to commence quickly. EMRTS has an internal staff bank, which is utilised as much as possible. However due to a recent staff vacancy and a further pending vacancy, there is a resilience risk to the service that EMRTS provides. The service is unable to sustain the use of bank staff to provide the 365-day service needed.	Due to the specialised nature of the service, EMRTS require drivers who are qualified and familiar with the service and vehicles used, therefore, exploring agency staff is not viable. Bristol Ambulance will provide service continuity and mitigate any risks during the recruitment for vacancies across EMRTS.	First
Oncology / Haematology	Local Tender Threshold over £25,000.00	Revenue	SBU-STA-28892-038-DS-22	5th October 2022	Recruitment of doctors for niche posts such as Oncology and Haematology through IMG Connect.	IMG Connect	Over PCR	To pay a finders fee for upto 10 posts. Fees range between £8k - £12k, dependant upon the grade. Hourly rate of the doctors is much lower than the existing agency locum rates, hence considerable saving can be made.	Several attempts to find NHS locum/substantive cover. Medacs cannot source due to the nature of the role and the national shortage of UK trained consultant Oncologists and Haematologists.	First
Estates	Local Tender Threshold over £25,000.00	Revenue	SBU-STA-28892-039-PJ-22	29th September 2021 - 31st August 2023	MRI Planet software and licence renewal including software hosting services	MRI Software EMEA Ltd	£25k-£50k	Planet FM Software is used by the Estates Helpdesk. The database and history allows for detailed reports on activity to the Estates Management Team. Without this software, the Estates Helpdesk and PPM programme would not function. Also the Health Board would be at risk of breaching its statutory obligation with regard to recording maintenance activity.	This a long-standing legacy system. STA has been approved on this occasion, however competitive quotes will need to be sought for the next renewal, as this opportunity now needs to be exposed to competition	Repeat
<b>Further Matters to be Brought to the Attention of the Audit Committee (Retrospective Action)</b>										
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
Morriston Hospital (Capital Planning)	Local Quotation Threshold over £5,000.00	Revenue & Capital	RA-012-SM-22	12th August 2022	Hire of Storage Units to support the COVID 19 response and subsequent recovery	Warrick Hire	£5k-£25k	There is still a requirement for storage on the Morriston site to support the Health Board's post COVID 19 recovery plans.	Commissioned as part of the initial COVID 19 response, but extended without recourse to Procurement. The service has been reminded of the importance of engaging with Procurement to ensure compliance with SFI's & SO's.	First
HB Wide	Local Quotation Threshold over £5,000.00	Revenue	RA-017-SM-22	04 October 2022	Accreditation for ISO 14001:2015 - Environmental Management System Certification Surveillance Audit	SGS United Kingdom Ltd	£5k-£25k	Welsh Government requires all Health Boards in Wales to be accredited to the ISO 14001 Environmental Management System. The Environmental Management System encompasses all of the activities, products and services undertaken by the Health Board	The RA is required to cover outstanding invoices for audits undertaken in April 2022. The stakeholder has been advised to engage with procurement for future audits or accreditations related to SGS, so that a suitable solution can be implemented to avoid breaching the Health Boards' Standing Financial Instructions. The stakeholder has been advised that a formal tender process is required to ensure true market engagement, value for money and compliance. Procurement has worked closely with the stakeholder to agree milestones to begin the tender in January 2023, in readiness for a formal contract to begin in early 2024.	First
DoHs	Local Quotation Threshold over £5,000.00	Revenue	RA-015-RC-22	09 September 2022	ALN - fees for Legal Advice in relation to the interpretation of the Additional Learning Needs and Education Tribunal (Wales) Act 2018.	Watkins & Gunn	£5k-£25k	Reason for a single supplier is significant legal ambiguity regarding the interpretation of the Additional Learning Needs and Education Tribunal (Wales) Act 2018, and the need for consistent advice. Following discussion with Health Board legal colleagues (for both Swansea at and Hywel Dda UHBs) and after having received conflicting legal advice from two different providers, it was recommended that legal advice was sought from Watkins and Gunn. Following on from this initial advice (sub-£5k), additional work has been commissioned to strengthen the Health Board's position. It has been decided to seek this from the same source (i.e. Watkins & Gunn) to ensure consistency of guidance in a legally complex and ambiguous context.	The service was to be underpinned by an SQA with a justifiable reason for single sourcing. However despite the SQA being completed in a timely manner by the service, there were delays in the authorisation process. As a consequence this RA has been completed and the matter addressed with Corporate colleagues.	First
Morriston Hospital	Local Quotation Threshold over £5,000.00	WG Funded Project	RA-013-RC-22	26 July 2022	PROMS Services - Staff Consultancy and Support - Data Analysis of waiting list information	Pro-Mapp Ltd	£5k-£25k	The research project (Orthopaedic Waiting List Initiative - OWLI - for WOB) required a specific type of data capture and analysis to support waiting list management. Pro_Mapp Ltd were known to the project team having provided similar work of a high quality for a linked programme and commissioned to do the data collection system and programme work. The project is WG funded and done in conjunction with University of Oxford and Northumbria Healthcare NHS Foundation Trust.	This should have the subject of an SQA at the outset of the project. Pro-Mapp has been engaged throughout the HB to provide a PROMS service following a pilot phase. Pro-Mapp arrangements will be superseded by the All Wales Framework for PROMS provision later in 2022. The service have been reminded of their responsibility to engage with Procurement at the earliest opportunity to ensure compliance with SO/SFI's.	First
Singleton	Local Quotation Threshold over £5,000.00	Revenue	RA-016-SP-22	21 September 2022	Provision of accreditation through V3 Surveillance Audit	SGS United Kingdom Ltd	£5k-£25k	Delay in All Wales contract request to cover outstanding invoice for V3 Audit up until June 30th 2022	The RA is required to cover outstanding invoices for audits undertaken in February 2022. The stakeholder group have been advised to engage with procurement for any future audits or accreditations related to SGS, so that a suitable and timely solution can be implemented to avoid breach of the Health Boards' Standing Financial Instructions.	First
Singleton	Local Tender Threshold over £25,000.00	Revenue	RA-014-AM-22	10 August 2022	Respite Care	Ty Hafan Hospice	£25k-£50k	The services were received between 8th Feb 22 and 17th June 22. This relates to care arranged for continuing care patients, but no order was raised on Oracle system. This was an oversight due to staff retirement and was not actioned.	The service have been reminded of the importance of ensuring processes are adhered to and have been asked to ensure that an STA is raised for the future financial year spend.	First
<b>Summary</b>										
	No.	Value exc. VAT	Value inc. VAT							
	13	£172,689.75	£201,317.30							
	11	£944,835.76	£1,081,094.91							
	6	£75,949.01	£85,419.75							