### Executive Summary

The current managed print service provided by Danwood expires on the 31st August 2016 and the replacement contract is currently out to competitive tender closing on the 24th June 2016.

Existing Contract Value is circa £570,000 per annum. Term of contract is 5 years with option to extend for a further 12 months.

There are 5 potential providers. Tenders will be evaluated in July 2016 and an award recommendation report will be issued to the board for approval to start the award process in order for a new contract to be put into place.

As there are no scheduled board meetings in July and August if an award decision cannot be approved until September there will be a substantial delay in the award and a prolonged extension period to the existing contract will be needed.

There is already a need for a short term extension on the existing contract to cover the implementation process as all machines will require replacement however this extension will depend on the winning provider and their implementation plan they will submit as part of the tender.

In order to minimise the required extension period I seek authorisation to delegate authority to award of this replacement contract to the Sustainability Committee meeting held on the 26th July 2016.

This will ensure that any savings achieved from the tender are realised earlier and that a new more efficient/reliable fleet is delivered to the Trust in a timely manner.

### Strategic Priorities

1. **Quality and Safety**
   - Reduce harm, deliver best clinical outcomes and improve patient experience.
   - Address the existing capacity shortfall and process issues to consistently deliver national healthcare standards.
   - Develop a clinical strategy that ensures the safety and short term sustainability of our clinical services pending the outcome of the Future Fit Programme.
   - To undertake a review of all current services at specialty level to inform future service and business decisions.

2. **People**
   - Develop a sustainable long term clinical services strategy for the Trust to deliver our vision of future healthcare services through our Future Fit Programme.
   - Through our People Strategy develop, support and engage with our workforce to make our organisation a great place to work.

3. **Innovation**
   - Support service transformation and increased productivity through technology and continuous improvement strategies.

4. **Community and Partnership**
   - Develop the principle of ‘agency’ in our community to support a prevention agenda and improve the health and well-being of the population.
5 Financial Strength: Sustainable Future

- Embed a customer focussed approach and improve relationships through our stakeholder engagement strategies
- Develop a transition plan that ensures financial sustainability and addresses liquidity issues pending the outcome of the Future Fit Programme

Board Assurance Framework (BAF) Risks

- If we do not deliver safe care then patients may suffer avoidable harm and poor clinical outcomes and experience
- If we do not work with our partners to reduce the number of patients on the Delayed Transfer of Care (DTOC) lists, and streamline our internal processes we will not improve our ‘simple’ discharges.
- Risk to sustainability of clinical services due to potential shortages of key clinical staff
- If we do not achieve safe and efficient patient flow and improve our processes and capacity and demand planning then we will fail the national quality and performance standards
- If we do not get good levels of staff engagement to get a culture of continuous improvement then staff morale and patient outcomes may not improve
- If we do not have a clear clinical service vision then we may not deliver the best services to patients
- If we are unable to resolve our (historic) shortfall in liquidity and the structural imbalance in the Trust’s Income & Expenditure position then we will not be able to fulfil our financial duties and address the modernisation of our ageing estate and equipment

Care Quality Commission (CQC) Domains

- Safe
- Effective
- Caring
- Responsive
- Well led

Board to delegate authority to award this contract to the Sustainability Committee at their meeting on 26th July 2016.