

<b>Reporting to:</b>	<b>Trust Board – 30<sup>th</sup> June 2016</b>
<b>Title</b>	Replacement Managed Print Contract Award Report Authorisation
<b>Sponsoring Director</b>	Neil Nisbet, Finance Director and Deputy Chief Executive
<b>Author(s)</b>	Paul Adams, Senior Procurement Manager
<b>Previously considered by</b>	N/A
<b>Executive Summary</b>	<p>The current managed print service provided by Danwood expires on the 31<sup>st</sup> August 2016 and the replacement contract is currently out to competitive tender closing on the 24th June 2016.</p> <p>Existing Contract Value is circa £570,000 per annum. Term of contract is 5 years with option to extend for a further 12 months.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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 26<sup>th</sup> July 2016.</p> <p>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.</p>
<b>Strategic Priorities</b>	
1. Quality and Safety	<input checked="" type="checkbox"/> Reduce harm, deliver best clinical outcomes and improve patient experience. <input type="checkbox"/> Address the existing capacity shortfall and process issues to consistently deliver national healthcare standards <input type="checkbox"/> Develop a clinical strategy that ensures the safety and short term sustainability of our clinical services pending the outcome of the Future Fit Programme <input checked="" type="checkbox"/> To undertake a review of all current services at specialty level to inform future service and business decisions <input type="checkbox"/> Develop a sustainable long term clinical services strategy for the Trust to deliver our vision of future healthcare services through our Future Fit Programme
2. People	<input type="checkbox"/> Through our People Strategy develop, support and engage with our workforce to make our organisation a great place to work
3. Innovation	<input checked="" type="checkbox"/> Support service transformation and increased productivity through technology and continuous improvement strategies
4. Community and Partnership	<input type="checkbox"/> Develop the principle of 'agency' in our community to support a prevention agenda and improve the health and well-being of the population

<p>5 Financial Strength: Sustainable Future</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Embed a customer focussed approach and improve relationships through our stakeholder engagement strategies</li> <li><input type="checkbox"/> Develop a transition plan that ensures financial sustainability and addresses liquidity issues pending the outcome of the Future Fit Programme</li> </ul>
<p><b>Board Assurance Framework (BAF) Risks</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> If we do not deliver <b>safe care</b> then patients may suffer avoidable harm and poor clinical outcomes and experience</li> <li><input type="checkbox"/> If we do not work with our partners to reduce the number of patients on the <b>Delayed Transfer of Care (DTOC)</b> lists, and streamline our internal processes we will not improve our 'simple' discharges.</li> <li><input type="checkbox"/> Risk to <b>sustainability</b> of clinical services due to potential shortages of key clinical staff</li> <li><input type="checkbox"/> If we do not achieve safe and efficient <b>patient flow</b> and improve our processes and capacity and demand planning then we will fail the national quality and performance standards</li> <li><input checked="" type="checkbox"/> If we do not get good levels of <b>staff engagement</b> to get a culture of continuous improvement then staff morale and patient outcomes may not improve</li> <li><input type="checkbox"/> If we do not have a clear <b>clinical service vision</b> then we may not deliver the best services to patients</li> <li><input checked="" type="checkbox"/> If we are unable to resolve our (historic) shortfall in <b>liquidity</b> and the structural imbalance in the Trust's <b>Income &amp; Expenditure</b> position then we will not be able to fulfil our financial duties and address the modernisation of our ageing estate and equipment</li> </ul>
<p><b>Care Quality Commission (CQC) Domains</b></p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Safe</li> <li><input checked="" type="checkbox"/> Effective</li> <li><input type="checkbox"/> Caring</li> <li><input checked="" type="checkbox"/> Responsive</li> <li><input type="checkbox"/> Well led</li> </ul>
<p><input type="checkbox"/> Receive    <input checked="" type="checkbox"/> Review <input type="checkbox"/> Note        <input checked="" type="checkbox"/> Approve</p>	<p><b>Recommendation</b> Board to delegate authority to award this contract to the Sustainability Committee at their meeting on 26th July 2016.</p>