



**PWYLLGOR ARCHWILIO A SICRWYDD RISG  
AUDIT AND RISK ASSURANCE COMMITTEE**

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	23 June 2020
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Annual Summary of Single Tender Actions
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Huw Thomas, Director of Finance
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Huw Thomas, Director of Finance

**Pwrpas yr Adroddiad (dewiswch fel yn addas)**

**Purpose of the Report (select as appropriate)**

Ar Gyfer Trafodaeth/For Discussion

**ADRODDIAD SCAA  
SBAR REPORT**

**Sefyllfa / Situation**

The Audit & Risk Assurance Committee (ARAC) requires assurance on a number of financial areas, including the details around the numbers and values of Single Tenders awarded.

**Cefndir / Background**

The Standing Orders require that ARAC provides assurance to the Board that the University Health Board's assurance processes are operating effectively. Critical to this is Financial Assurance, which cannot be measured only by the UHB's main finance report, and requires further information in order to assess the control environment in place; the risk assessment and management process; and the control activities.

Single Tender information is provided to ARAC through the Financial Assurance report; along with this, on an annual basis, the Committee will be presented with a list of all Single Tenders awarded within the financial year.

**Asesiad / Assessment**

This report provides a summary of all Single Tenders awarded in the financial year 2019-20, outlined in Appendix 1.

During 2019-20, a total number of 55 Single Tenders were awarded with the total value of £2.2m, as compared to 2018-19 where £4.4m worth of Single Tenders were awarded.

**Argymhelliad / Recommendation**

The Audit & Risk Assurance Committee is asked to note the report.

<b>Amcanion: (rhaid cwblhau)</b> <b>Objectives: (must be completed)</b>	
Committee ToR Reference Cyfeirnod Cylch Gorchwyl y Pwyllgor	4.4 The Committee's principle duties encompass the following: 4.4.2 Seek assurance that the systems for financial reporting to Board, including those of budgetary control, are effective, and that financial systems processes and controls are operating. 5.13 Approve the writing off of losses or the making of special payments within delegated limits. 5.15 Receive a report on all Single Tender Actions and extensions of contracts.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	BAF S09-PR20 BAF SO10-PR33
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability 7. Staff and Resources
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: <a href="#">Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019</a>	9. All HDdUHB Well-being Objectives apply

<b>Gwybodaeth Ychwanegol:</b> <b>Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	Monitoring returns to Welsh Government based on the Health Board's financial reporting system. Activity recorded in the AR and AP modules of the Oracle business system, activity recorded in the procurement Bravo system.
Rhestr Termiau: Glossary of Terms:	Included within the body of the report.
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Archwilio a Sicrwydd Risg: Parties / Committees consulted prior to Audit and Risk Assurance Committee:	UHB's Finance Team UHB's Management Team Executive Team Finance Committee

<b>Effaith: (rhaid cwblhau)</b> <b>Impact: (must be completed)</b>	
<b>Ariannol / Gwerth am Arian:</b> <b>Financial / Service:</b>	Financial implications are inherent within the report

<b>Ansawdd / Gofal Claf: Quality / Patient Care:</b>	Risk to our financial position affects our ability to discharge timely and effective care to patients.
<b>Gweithlu: Workforce:</b>	Overpayments are reported within this report.
<b>Risg: Risk:</b>	Financial risks are detailed in the report.
<b>Cyfreithiol: Legal:</b>	The UHB has a legal duty to deliver a breakeven financial position over a rolling three-year basis and an administrative requirement to operate within its budget within any given financial year.
<b>Enw Da: Reputational:</b>	Adverse variance against the UHB's financial plan will affect our reputation with Welsh Government, the Wales Audit Office, and with external stakeholders.
<b>Gyfrinachedd: Privacy:</b>	Not Applicable
<b>Cydraddoldeb: Equality:</b>	Not Applicable

<b>Single Tender Action Processed in 2019-20</b>			
<b>Supplier</b>	<b>Description</b>	<b>Maintenance Value £</b>	<b>Other Value £</b>
Anne Philimore	Workforce Consultancy		£6,975.00
Advisory Board	Membership to the Advisory Board		£27,560.00
Systemex	Maintenance of Analysers	£34,416.36	
Summerside Computers	Maintenance of IBM Servers	£6,192.00	
SLIP Learning Services : Francis Health	Residential for 15 candidates		£68,100.00
Medled	Human Factors Training		£38,399.76
Leica Biosystems Ltd	Maintenance of Leica Bond Equipment	£22,679.18	
Mount International Services	X-Ray Tube		£11,994.00
Real Asset Management	Maintenance of RAM 4000	£6,451.20	
Orthofix	Maintenance of OSCAR cement removal system	£13,200.00	
Oxford Immunotec	Llwynhendy community screening		£7,000.00
Vertec Scientific Ltd	Replacement of HT Tank for Dexa Scanner		£22,713.12
Boston Scientific	Maintenance of Laser	£48,025.00	
GE Medical Ltd	Maintenance of Gamma Camera	£7,887.83	
Adam Weston	Staff Counselling Sessions		£7,000.00
Fiona Watts	Staff Counselling Sessions		£7,000.00
Val Allen	Staff Counselling sessions		£5,000.00
Beckman Coulter Ltd	Pathology Equipment	£172,198.18	
Carl Zeiss	Maintenance of Zeiss equipment	£34,768.06	
Ascribe Ltd	Maintenance of HICSS System	£7,136.69	
Cohort Ltd	OH Software System	£5,750.00	
Aerocom Ltd	Maintenance of Air Tube System	£18,520.00	
Sectra	Maintenance of Image Exchange Portal	£5,350.00	
Systemex Ltd	Maintenance of Systemex System	£10,472.14	
Oxford Diagnostics	TB Screening		£45,000.00
Allies Computing	Maintenance of Postcoder system	£8,244.00	£8,244.00
Getronics	Maintenance of Switchboards	£98,644.34	£98,644.34
Getronics	Maintenance of Switchboards	£118,373.20	£118,373.20
Pinpoint	Maintenance of Staff Attack Alarm System	£9,216.00	£9,216.00
Aquilant	Scopes Rental		£15,600.00
Healthedge Solutions	Track & Trace for Decontamination of medical devices		£282,814.81

## Appendix 1

RCGP	GMS Sustainability Support		£96,000.00
Oxford Immunotec	Pre Christmas TB screening		£20,171.00
Linked In	Social media professional recruitment		£23,990.00
Medical Imaging Systems Ltd	Samsung GC85 Ultrasound		£198,000.00
Medical Imaging Systems Ltd	Samsung GC85 Ultrasound		£198,000.00
Siemens Healthcare	Advia Service Contract	£78,091.27	
Vobis	Medical Recruitment		£28,000.00
SGS	Audit		£15,120.00
eConsult	Primary Care online consulting		£92,308.00
Auditdata Ltd	Maintenance of Audit base Software	£20,880.00	
Tyne & Wear NHS Trust	IAWN app and maintenance	£8,291.00	
B Braun	Software Licence for Infusion Pumps	£6,960.00	
Blackstone Recruitment	Recruitment of Specialist ASD Practitioner		£23,000.00
Newspaper Licensing Authority	Collective media copying consent		£5,785.65
RX info	Wales Define Licence Fee		£9,142.66
Oxford Immunotec	TB Screening		£12,142.18
CHG Meridian Ltd	Purchase of lease of Endoscopy Stack system		£73,989.00
Royal College of Physicians	JAG Accreditation		£14,400.00
Kronos	Kronos Bank & E rostering system	£20,785.02	
Curium Pharma	Tekcis 6		£42,096.00
Rotamap	E-Rota system and support	£17,862.26	
The Garden Studio	Printing of Workbooks		£9,889.20
Kate Malcomess Consultancy Ltd	Care Aims Framework		£16,234.32
Inspiration Healthcare	SCBU Baby Monitor		£17,134.80
		<b>£780,393.73</b>	<b>£1,440,559.50</b>

**Total Single Tenders awarded (including VAT) = £2,220,953.23**