# REPORT SUMMARY SHEET

<table>
<thead>
<tr>
<th>Meeting:</th>
<th>Trust Board meeting 26th March 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td></td>
</tr>
<tr>
<td>Title:</td>
<td>Trust Procurement Annual Report for the year ended 31 March 2014</td>
</tr>
<tr>
<td>Lead Director:</td>
<td>Director of Finance &amp; Procurement</td>
</tr>
<tr>
<td>Corporate Objective:</td>
<td>Best Use of Resources</td>
</tr>
<tr>
<td>Purpose:</td>
<td>Approval</td>
</tr>
</tbody>
</table>

## Summary of Key Issues for Trust Board

### High level context:
The requirement to review and monitor performance for procurement and contract management is documented both in the revised draft Standing Financial Instructions of the Trust and the Controls Assurance Standard for the Management of Purchasing at criterion 12: “Key indicators capable of showing improvements in management of purchasing and/or providing early warning of risk are used at all levels of the organisation, including the board, and the efficacy and usefulness of the indicators is reviewed regularly.” A Trust Annual Report is given as an example of evidencing fulfilment of this criterion.

### Key issues/risks for discussion:
This is a report on activity undertaken during 2013/14

### Summary of SMT challenge/discussion:

### Internal/External engagement:
This document was discussed at the Trust’s Procurement Board which contains membership from PALS in January 2015. It was also discussed at SMT on 11th March 2015.

### Human Rights/Equality:
Not applicable
INTRODUCTION

The Trust Procurement Board is chaired by the Director of Finance and Procurement who has responsibility for procurement within the Trust. The Trust Procurement Board reports through the Senior Management Team and the purpose of this report is to advise on the work undertaken in the year ended 31 March 2014. This is the first time an annual report has been prepared but is included within the Terms of Reference of the Trust Procurement Board and within the revised Standing Financial Instructions of the Trust.

TERMS OF REFERENCE

The Trust Procurement Board Terms of Reference were written in 2008 and are as follows:

- Operate within the existing Public Sector Procurement Policy framework, and in support of the HSC Procurement Strategy.
- Develop and approve an annual Procurement Action Plan for the Trust, covering all areas of non-pay spend, and oversee the implementation of the Action Plan.
- Maximise the level of spend procured through Centres of Procurement Expertise.
- Monitor compliance to procurement policy, the HSC Procurement Strategy and relevant controls assurances standards.
- Obtain full commitment to regional contracts from within the Trust, and monitor uptake.
- Review of local contracting activity (including capital) to inform procurement processes and timetables.
- Share information freely with other Trust Procurement Boards.
- Support regional initiative to deliver best practice as agreed by the Regional Procurement Board, through collaborative project work and adoption of best practice outputs.
- Communication within the Trust on procurement issues.

MEMBERSHIP AND MEETINGS

The membership of the Trust Procurement Board will be appointed by the Senior Management Team and will consist of not less than three Trust representatives. A quorum will be two Trust members.

Membership of the Trust Procurement Board during 2013/14 was as follows:
Stephen McNally (Chair) - Director of Finance and Procurement
Alan Metcalfe - Assistant Director of Estates Services
Tracey Boyce - Director of Pharmacy
Anita Carroll - Assistant Director of Functional Support Services
Alison Rutherford - Assistant Director of Financial Services
Charlene Stoops - Assistant Director of Corporate Planning
Lesley Leeman - Assistant Director of Performance & Improvement
Mary McGeough - Head of ATICS
Jim Crozier - Head of Purchasing & Supply

Procurement and Logistics Service (PaLS)

Peter Wilson - Asst Director – Procurement and Logistics Services
Jonathon Semple - Head of Logistics and Community Support Services
Linda O'Hare - Head of Non – clinical Procurement
Orla Donaghy - Head of Social Care Procurement
Gerard Kearney - Senior Procurement Manager

The Trust Procurement Board met 4 times during 2013/14 and minutes of these meetings are available.

The Terms of Reference of the committee will be considered for review by Trust Procurement Board in 2014/15 to ensure they are still appropriate, fit of purpose, and aligned to the revised Standing Financial Instructions of the Trust.

REGIONAL PROCUREMENT BOARD

The Regional Procurement Board continued to meet regularly during 2013/14. Membership from the Southern HSC Trust is, Stephen McNally, Director of Finance & Procurement. All Trusts have established their own Procurement Boards and link into this forum. Feedback from the Regional Procurement Board is given as necessary to the Southern Trust Procurement Board by the Director of Finance & Procurement.

CONTROLS ASSURANCE STANDARD

The Trust’s reported compliance was 75% for 2013/14 in relation to the Management of Purchasing Controls Assurance Standard. The Trust’s self assessment was subject to review by Internal Audit who confirmed substantive compliance was achieved. An action plan was developed for those individual criteria where less than substantive compliance was noted. This action plan is monitored by the Trust Procurement Board for progress during the year. The main areas where the Trust did not achieve substantive compliance were:
• All expenditure on externally sourced works, equipment, goods, supplies, services and personnel is subject to best procurement practice;

• The purchase of all works, products and services conforms to an appropriate method of procurement, as defined in a documented purchasing procedures manual.

PURCHASING RETURNS

The Trust Procurement Board ensured the completion of a number of DHSSPS annual procurement returns.
- EU Statistics on Public Procurement
- Annual return on Single Tender Action/Direct Contract Awards

PAYMENT TO SUPPLIERS

The Prompt Payment Policy Performance was 88.9 % for 2013/14 and the Trust achieved 57.3% against the 10 day prompt payment good practice target.

AUDIT REPORTS

All audit reports relating to procurement/contract management are reported to the Trust Procurement Board and during the year the following reports were discussed:

• Procurement and management of Pharmacy contracts (Limited assurance)
• Ordering & receipting on FPL EProcurement (Satisfactory)
• Independent & Voluntary sector - management of contracts (Satisfactory but Limited for procurement of social care services)
• Estates procurement & contract management (Unacceptable)
• External audit procurement findings

Progress on the implementation of audit recommendations is reviewed by the Trust Procurement Board at its meetings but formally monitored by the Trust’s Audit Committee.

In 2013/14, the Governance statement of the Trust reflected some of these audit findings and noted the significant challenges faced in resolving resource and capacity issues both within COPEs and the
Trust to ensure proper procurement and contract management arrangements are in place. In a period of financial constraints these issues would be difficult to fully address.

PROCUREMENT GUIDANCE

During the year the Trust Procurement Board reviewed and noted the following guidance:

- HSC (F) 60/2013 – PGN 01/13 – integrating social consideration into contracts
- HSC (F) 62/2013 – the involvement of incumbent suppliers in preparation for procurement competitions
- HSC (F) 5/2014 – update to procurement guidance note 03/11 – award of contracts without competition
- HSC (F) 6/2014 – revision of procurement guidance note 02/09 – procedures and principles for the evaluation of tenders – consistency alignment and minor revision
- HSC(F) 8/2014 – EU procurement thresholds from 1 January 2014

The Trust also considered and commented upon guidance issued in draft by DHSSPS concerning:

- Draft DHSSPS Procurement Strategy
- Revision of STA Guidance
- Revision of definition of COPE Influence

These documents were not issued by the DHSSPS formally during 2013/14.

KEY PERFORMANCE INDICATORS

A range of key performance indicators are monitored at Trust Procurement Board. These include:

PALS Activity:

- Volume & value of operational activity
- Local contracting update
- Regional contracting update
- Level of STA/DAC usage
- PALS Prioritisation list
LOCAL ACTIVITY

Goods and Services procurement for the Trust is undertaken by BSO Procurement and Logistics Service (PaLS). PaLS is a Centre of Procurement Expertise under the terms of the N.I. Public Procurement Policy 2002 and in addition to providing operational services also acts as the Trust’s advisor on procurement and logistics matters. Each year the Trust signs a service level agreement with BSO concerning the service offering from PALS, the cost of these services were £900k in 2013/14.

The pattern of PaLS procurement activity over the last 2 years for Southern HSC Trust is set out in the table below:

<table>
<thead>
<tr>
<th>Service Area</th>
<th>Trust (74) 2012/13</th>
<th>Trust (74) 2013/14</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Logistics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Value of Issues - £</td>
<td>6,305,483</td>
<td>6,182,829</td>
</tr>
<tr>
<td>Increase/Decrease on previous year - £</td>
<td>502,060</td>
<td>122,654</td>
</tr>
<tr>
<td>Lines Issued</td>
<td>210,182</td>
<td>193,833</td>
</tr>
<tr>
<td>Increase/Decrease on previous year</td>
<td>2,963</td>
<td>16349</td>
</tr>
<tr>
<td><strong>Average Service Level Achieved</strong></td>
<td>93.33%</td>
<td>97.3%</td>
</tr>
<tr>
<td><strong>Procurement</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Savings Achieved including CSR - £</td>
<td>762,806</td>
<td>786,772</td>
</tr>
<tr>
<td>Value of Requisitions - £</td>
<td>30,736,863</td>
<td>36,753,381</td>
</tr>
<tr>
<td>Increase/Decrease on previous year</td>
<td>486,790</td>
<td>6,016,518</td>
</tr>
<tr>
<td>Lines Requisitioned</td>
<td>114,273</td>
<td>157,104</td>
</tr>
<tr>
<td>Increase/Decrease on previous year</td>
<td>13,468</td>
<td>42,831</td>
</tr>
<tr>
<td><strong>Average Service Level Achieved</strong></td>
<td>4.73</td>
<td>3.5</td>
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</tbody>
</table>
The number of local tenders and quotes which were completed in 2013/14 are outlined in the table below in comparison with the previous year. This excludes Regional Tenders which were completed for multi Trust participation.

<table>
<thead>
<tr>
<th>Year of Award</th>
<th>No. of Quotations</th>
<th>No. of Non EU Tenders</th>
<th>No. of EU Tenders</th>
<th>Mini Competitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012/13</td>
<td>39</td>
<td>3</td>
<td>2</td>
<td>20</td>
</tr>
<tr>
<td>2013/14</td>
<td>16</td>
<td>6</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

With regards to Single Tender Actions/Direct Contract Awards in SHSCT, performance for 2013/14 was as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Volume of STAs approved locally</th>
<th>Volume of STAs reviewed by COPE but orders not raised through PALS</th>
<th>Volume of STAs reviewed and ordered by PALS</th>
<th>Volume of STAs with RAG status RED</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013/14</td>
<td>60*</td>
<td>62*</td>
<td>84</td>
<td>12 (6%)</td>
</tr>
</tbody>
</table>

*These relate to Estates and Pharmacy expenditure
PROCUREMENT AND LOGISTICS SERVICE – REGIONAL ACTIVITY

During 2013/14 BSO Procurement and Logistics Service faced a number of challenges in year:

- To undertake a major exercise to ensure achieved Centre of Procurement Expertise (CoPE) re-accreditation;
- To re-instate the warehouse service level agreement (SLA) target for deliveries to at least 95%;
- To instigate the transition from BSTP FPL project to business as usual (BAU) state;
- The increased threat of legal challenges from unsuccessful suppliers.

Key Achievements and Developments in 2013/14

In meeting those key challenges Procurement and Logistics Service had a number of significant achievements in year:

- Independent re-accreditation as a Centre of Procurement Expertise (CoPE);
- Re-instatement of the warehouse service level agreement (SLA) target which currently sits above its target (95%);
- Significant contracts awarded included haemodialysis contracts at BHSCT WHSCT and SEHSCT, which resulted in significant savings for each Trust and a new NI Regional framework for flexible endoscopes;
- The Food Team at PaLS Boucher were nominated for a Recognition Award for their work during the food labelling crisis in 2013;
- The Sustainability Team achieved the accolade of “Finalist” for a GO Award (Sustainability/Corporate Responsibility Initiative of the Year), for the Home Oxygen Therapy contract awarded on behalf of HSCB impacting clients in all Trust areas;
- Collaborative working with DFP Central Procurement Directorate (CPD) and other CoPEs to agree a standardised set of contract terms and conditions to be launched in 2014/15 and a procurement collaboration strategy for NI public sector;
- Voice picking technology was re-instated into Boucher warehouse in October 2013 and introduced into Campsie Warehouse in March 2014;
- Rationalisation and consolidation of the route planning and delivery schedules within logistics to enable PaLS to cope with increased distribution costs;
- PaLS worked with DHSSPS to develop the first draft of a procurement strategy for Health, which will be launched in 2014/15;

OTHER PROCUREMENT UPDATES

For those areas of procurement outside PALS, there is a standing agenda item at each Trust Procurement Board for an update. Progress in these areas in 2013/14 has been summarised as below:
SOCIAL CARE PROCUREMENT

Procurement of health and social care in Northern Ireland has been categorized as Part B – Residual Services, under the Public Contracts Regulations 2006. This will change on 01 April 2015.

In December 2013 the DHSSPS established the Task & Finish Group for Social Care Procurement, under the Regional Procurement Board’s Social Care Procurement Sub-Group to assess the readiness of the HSC for the impact of new EU Directive 2014/24/EU5. A key deliverable of this group is to bring forward an approach to social care procurement taking cognisance of the current legislation and policy framework for public procurement in NI whilst considering the pertinent factors within the operating environment for health and social care, including the market, the resources and skills available and the overriding desire of all stakeholders to reduce bureaucracy and establish a common sense approach to procurement in this sector. The work of the TFG has not yet concluded and there is currently no formal approach to the procurement of social care. As such procurement activities in this sector have been limited reflecting the lack of available resource.

In 2013/14 contracts staff at the SHSCT undertook a single procurement for social care services, with the support and direction of the Social Care Procurement Unit for Early Intervention Family Support Services. Social care key performance indicators are used quarterly and include the % contracts signed and number of procurements undertaken.

The Trust has a number of priority areas, associated with impending service change, which will prompt the need for social care procurement support in 2014/15.

PHARMACY PROCUREMENT SECTION

The Trust must use the Regional Pharmaceutical Procurement Unit, which is a shared service run by the NHSCT, in addition to BSO PaLS. The Regional Pharmaceutical Contracting Executive Group (RPCEG) is responsible for approving the award of all contracts that are awarded for pharmaceuticals and dressings across HSCNI.

During 2013/14 the Pharmacy procured £17,954k of goods, including pharmaceuticals, dressings, enteral feeds, medical gases and a small amount of related medical and surgical disposable items. Five contracts were awarded during 2013/14, using the regional pharmacy contracting process. These contracts covered a total of 371 lines. In addition 36 Single Tender Actions (STAs) were put in
place. Local pharmacy procurement key performance indicator reports were also developed during the year. In November 2013 Internal Audit reviewed the management of pharmacy contracts. The resulting report highlighted seven priority one and seven priority two recommendations. An action plan was developed to address those recommendations that are under local control. Several recommendations require regional action, including the timeliness of tender and contract administration. One local risk identified was the payment of invoices within 30 days. This has proved a challenge due to the current financial constraints upon the Trust, resulting in restrictions on the level of backfill for maternity leave amongst the pharmacy administration staff.

During 2014/15 we plan to develop service level agreements with the Regional Pharmaceutical Procurement Team and also implement a regional wholesaler framework agreement. This will give contract coverage for procurement of small value pharmaceutical items that are not covered by a regional contract.

ESTATES PROCUREMENT SECTION

The Trust must use the Estates Procurement Manual for all construction and design works undertaken locally, costing < £500k and above the Trust' delegated limit where approval has been given by the CPD’s Chief Estates Officer.

Compliance with the Estates Procurement Manual is monitored by CPD.

For other Estates expenditure relating to public supplies and service contracts, this must be procured under CoPE influence i.e. BSO PaLS. An update on activity in both areas is provided below:

**Estate Development and Capital Works**

1.0 Introduction

The Estate Development and Capital Works department is actively involved in the procurement of all construction/capital works contracts throughout the Trust. The team fulfil the role of an informed client on behalf of the Trust with respect to the management of Professional Works Consultants (design teams).

2.0 Achievements 2013/14
• Carrying out an analysis of capital project processes to quantify resources needed to effectively manage work and establish realistic timelines

• Recruiting manager for the Measured Term Contract (MTC)

• Putting in place and implementing the MTC for works up to £30k

• Completing the update of drawing database

• Reviewing existing systems and implementing new processes to remedy the financial carryovers which occurred the previous year

• Setting up electronic systems to promote ‘paperless office’

• The Department completed 48 Estate led work schemes to the value of £12.9 million, for example (i) Bluestone staff attack system, (ii) CAH Orthopaedic Ward, (iii) CAH Waste Transfer Station, (iv) Lurgan Hospital boiler house gas conversion works, (The Department worked in partnership with Trust Business and Planning and HEIG in HEIG led schemes to the value of £15.8 million.

• Process has been reviewed for projects up to £500K

3.0 Plans for 2014/15

Subject to resources the following works are planned:

• Continue to work in partnership with CPD Construction Division and other Trusts to implement the design team framework for minor works

• Work in partnership with CPD and Trust Planning regarding completion of design team framework for major works

• Review the implementation and on-going operation of the MTC

• Introduce a more robust system of post project evaluations

• Project manage delegated work schemes listed Appendix 1

• Provide support/stakeholder engagement to CPD led projects listed in appendix 1
• Deliver projects funded from MES and General Capital Allocation

• Implement tender award appointments and publishing results on the e-procurement system; when implemented the procurement process will be fully electronic

• Complete the process for signing of contracts that requires signature of Chief Executive

• Complete variation process for capital schemes

• Review, update as necessary and implement processes including
  o Storage of files
  o Preliminary client brief
  o Templates for pre-start & progress meetings
  o Templates for contractor appointment letters

• Action audit findings – implement and continue to develop improvement plans for addressing control systems and learning from audit findings

Management of Estate Services Contracts

Estates Services Contracts has implemented significant changes during 2013/14 in order to comply with Audit recommendations, DHSSPS guidance and to ensure that service and maintenance contracts are procured in accordance with the Procurement Guidance Notes and, where CoPE capacity allows, under the influence of a CoPE.

The small Estates team is responsible for the management of all the Estates Contracts Trust wide. These contracts range from fully comprehensive, planned preventative maintenance, to repair only contracts, ensuring equipment and facilities remain safe and operational throughout the equipment’s whole life cycle and to minimize disruptions to services.

The Estates contracts range from those linked and associated with highly complex critical systems, such as Theatre Equipment, Medical gas systems, Theatre ventilation plant and Electrical systems to
less critical but also important services such as maintaining Community Aids, Ground Maintenance and Warehouse Equipment.

The team includes a Specialist Estates Contracts Officer who utilises the assistance of Admin support staff and Estates Officers for procurement. This area of activity is the responsibility of the Head of Estates Specialist Services.

In 2013/14 Estates had 248 maintenance & service contracts in place which can be divided in 3 main categories:

- **120** Medical Equipment Contracts (approximate annual value of £1 million)
- **111** Non-Medical Equipment Contracts (approximate annual value of £1.5 million)
- **17** Decontamination Equipment Contracts (approximate annual value of £195k)

Estates continue to provide contractual and administration support in relation to the 32 X-ray Service and Maintenance Contracts. (approximate value of £1.0m).

**BSO/PaLs Estates Procurement**

Estates work in conjunction with BSO/PaLs, both locally and regionally, to procure some of its 248 Estates contracts. Whilst Estates provide admin support for 36 X-ray contracts the X-ray contracts are procured by PaLs. The quantum of the contracts procured by PaLs is as follows:

**Local PaLs Estates Activity**

- Locally PaLs manage 21 Estates contracts.

**Regional PaLs Estates Activity**

- Regional PaLs manage 28 Estates contracts and 36 X-ray contracts, for the Southern Trust, these contracts are in the following areas:
  - X-ray equipment.
  - Utilities/fuel & energy.
  - Transport & vehicle maintenance.
  - Grounds maintenance.
Achievements and Initiatives Implemented in 2013/14

- Since January 2013, the Single Tender Action (STA) process has been employed where there is clear evidence confirming sole source status while still fulfilling DHSSPS guidance on the award of contracts without competition for terms from one to a maximum of 5 years.
- An STA database is established for reporting on approved STA’s for Service and Maintenance contracts and is presented to Estates Senior Management, PaLS and the Finance Department on a monthly basis. During 2013/14 some 38 Estates internally approved STA’s were processed with a contract value of almost £250k. In addition, there were 29 Non PaLS STAs approved by the COPE and awarded with a contract value of £1.24 million.
- Approx. 20% savings were achieved on Estates contracts procured during 2013/14. As the value of Estates contracts is approx. 2.8 million, this could demonstrate potential for further savings.
- Southern Trust Standard Terms and Conditions have been compiled for use with all Trust Service and Maintenance Contracts up to a value of £30k after approval from PaLS Legal Department.
- Estates have moved from a paper based procurement system to an electronic procurement system via BravoSolutions, E-Sourcing for contracts valued between 5k and 30k. This has allowed Estates to follow the CoPEs own procurement procedures.
- 8 tenders below £30k were directly procured and awarded by Estates during the 2013/14 period using e-sourcing.
- The amalgamation processed has continued for similar Service contracts which had previously existed separately in former legacy areas, into single Trust wide Contracts. This has helped to reduce the management and administration burden by reducing the overall number of Estates Maintenance and Service Contracts from 265 to 248.

Plans for 2014/15

- To achieve improved compliance with audit requirements and procurement regulations.
To extend its procurement activities in line with a Centrally Delivered Approach as detailed in BSO/PaLs proposal to HSCNI dated 30th June 2014. This would increase the number of contracts procured directly by Estates to include contracts valued between £5k and £111,676 (the proposed EU limit from 1st April 2015). This approach would require increased resource to enable Estates to procure, monitor/audit and manage approx. 33.5 Estates contracts annually. In addition Estates would continue to work in conjunction with Regional and local PaLs to procure contracts valued greater than £111,676.

Introduction and Implementation of a Contracts Module to the Estates Backtraq FM System to provide a more comprehensive mechanism for managing, monitoring and reporting on Trust Maintenance and Service Contracts.

Evaluate processes for monitoring monthly / annual expenditure of Service contracts in partnership with Finance.

Continue to populate contract information into the BackTraq FM system.

Implement procedures and training for contracts staff for the Procurement of Service and Maintenance Contracts with regard to the new E-Sourcing software due to be introduced in the forthcoming year.

Continued further amalgamation of Estates contracts.

Finalise and gain approval from the Directorate of Legal Services, approval to extend the use of the Trusts Terms and Conditions and Specification documentation for Maintenance and Service Contracts from £30k up to value of the EU limit.

Introduction and implementation of a Business Case Pro Forma to capture need for new and continual revenue spend.

Evaluate processes for monitoring and recording approval of Business cases prior to the commencement of any procurement exercises.

Monitor contract performance and conduct annual suppliers review meetings to ensure contractor performance is in line with contract specifications and review annual expenditure, dependent on resources available.
CONTRACT MONITORING IMPROVEMENT GROUP

During the period to 31 October 2013, the Contract Monitoring Improvement Group was in place. The work of this group in 13/14 included the establishment of a central list of Trust general contracts, identification and formalisation of Trust contract owners for all known general contracts and clarification on the responsibility of contract owners and associated training and awareness on these roles. The information on Trust contracts was then used to help inform the Trust’s procurement needs and prioritisation of same with PALS.

OVERALL REVIEW OF PERFORMANCE IN 2013/14

As noted in the updates provided above, 2013/14 was a year of significant challenge for the Trust where the resources required to fully comply with procurement and contract management guidance where neither present in the Trust nor in the CoPE across many areas of procurement. In order to manage this situation, the Trust worked on an ongoing basis with PaLS to prioritise procurements according to risk but the Trust’s requirements significantly exceeded the capacity available and this is reflected in the continuing high level of Single Tender Action or Direct Contract Awards used in 2013/14 and their use for longer periods of time.

Internal audit of procurement and contract management arrangements in the Trust also highlighted various weaknesses in Trust processes for which action plans were put in place but again resource constraints had impacted and will continue to impact what is possible in this area.

The Trust reflected these ongoing challenges in its Governance Statement for the year ended 31 March 2014.

TRUST PROCUREMENT BOARD WORKPLAN FOR 2014/15

Some of the key tasks to be undertaken in 2014/15 by the Trust Procurement Board will be:

- Review of Terms of Reference
- Preparation of Trust Procurement Strategy
- Progressing Estates procurement capacity issues with PALS
- Progressing action plan for Management of Purchasing controls assurance standard and self assessment for 2014/15
- Oversight of implementation of internal and external audit recommendations
- Review of transfer of accounts payable function to Shared Services Centre in Ballymena in September 2014.
- Participation in regional discussions on social care procurement and associated guidance

**CONCLUSION**

This report is submitted to the Trust’s Senior Management Team and subsequently Trust Board for information in accordance with the Terms of Reference of this committee and the revised Standing Financial Instructions of the Trust.

**Stephen McNally**

**Director of Finance & Procurement**
## TRUST ESTATE LED SCHEMES

<table>
<thead>
<tr>
<th>FUNDING TYPE</th>
<th>SCHEME DESCRIPTION</th>
<th>2013/2014 ALLOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE</td>
<td>DHH - ASSESSMENT / CLINICAL ROOM - MATERNITY</td>
<td>45,000.00</td>
</tr>
<tr>
<td>CE/GC</td>
<td>EDENDERRY DAY CENTRE</td>
<td>152,407.00</td>
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<tr>
<td>CE/GC</td>
<td>LONGSTONE HOSPITAL - MHS EATING DISORDER FACILITY</td>
<td>130,000.00</td>
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<tr>
<td>CE/GC</td>
<td>DHH - THEATRES RECONFIGURATION WORKS</td>
<td>1,068,466.00</td>
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<td>CE/REV</td>
<td>DHH - MINOR WORKS – including Hydrotherapy Pool Changing Facilities</td>
<td>152,825.00</td>
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<td>ERDF</td>
<td>MECHANICAL INFRASTRUCTURE/DHH THEATRES/CAH THEATRES/STH REMEDIAL WORKS</td>
<td>1,573,050.00</td>
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<tr>
<td>GC</td>
<td>A&amp;D MINOR WORKS</td>
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<td>GC</td>
<td>C&amp;B MINOR WORKS</td>
<td>86,058.00</td>
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<tr>
<td>GC</td>
<td>CAH - 1 WEST - ELECTIVE ADMISSIONS WARD (TYC)</td>
<td>47,072.00</td>
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<tr>
<td>GC</td>
<td>CAH - BLUESTONE STAFF ATTACK SYSTEM</td>
<td>468,247.00</td>
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<td>GC</td>
<td>CAH - NEUROLOGY O/P (TYC)</td>
<td>104,461.00</td>
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<td>CAH - ORTHOPAEDIC WARD (TYC)</td>
<td>481,648.00</td>
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<td>GC</td>
<td>CAH 2 WEST AMALGAMATION OF ANTENATAL &amp; POSTNATAL (TYC) / 2 WEST &amp; 1 EAST WORKS</td>
<td>226,155.00</td>
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<td>DHH - 4TH FLOOR - ELECTIVE ADMISSIONS WARD (TYC)</td>
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KEY:
CE IMPROVING THE CLINICAL ENVIRONMENT
RF RING FENCED
MES MAINTAINING EXISTING SERVICES
GC GENERAL CAPITAL
GC C/O SCHEMES COMMENCED 2012/2013