

Capital Services

Bringing capital projects in on time and to budget



Saint Mary's Hospital, Part of Central Manchester University Hospitals NHS Foundation Trust

delivering value to the NHS

NHS Shared Business Services Capital Services

The best possible prices for equipment and consumables, on-target project delivery and workable lead times are all essential in the cost effective delivery of capital projects within the NHS.

As part of its Commercial Procurement Solutions portfolio, NHS Shared Business Services (NHS SBS) offers capital purchasing and project management expertise to support NHS and private healthcare clients in meeting these objectives.

A complete service customised to meet your needs

From GP Commissioners and Primary Care Trusts to private health organisations and other public bodies, organisations can opt for the full range of NHS SBS Capital Services or tailor the support to their individual requirements:

- **Project Initiation.** Working closely with project managers we agree the commissioning plan and establish key success factors and deliverables such as project timescales and budgets.
- **Sourcing Strategy Support.** Through consultation with project managers, clinicians and medical engineering we agree the appropriate purchasing methodology for the various types of equipment. Taking account of the value, complexity and lead times we advise on the most appropriate commercial procurement strategy.
- **Budgetary Control Mechanisms.** We provide an estimated budget, establish funding mechanisms, develop final cost schedules and determine priority purchases. Budget reports are regularly provided showing commitment to date thus enabling accurate profiling of expenditure.
- **Equipment Consolidation.** Schedules for all rooms within the scheme are produced which classify equipment groups, costs and quantities, consolidate equipment requirements and forecast equipment costs. The result is the



Lancashire Women & Newborn Centre

production of an equipment buying schedule which can be procured locally or by utilising the procurement expertise of the NHS SBS Capital Team.

- **Equipment Transfer.** Equipment transfer criteria are proposed, agreed and an audit undertaken against this criteria. Overall capital costs are reduced by identifying equipment which can be reused. Costs associated with the equipment to transfer are assimilated into the overall budget schedule.
- **Source Equipment.** We prepare the necessary documentation to benchmark costs, produce loaded drawings, manage the procurement process and support evaluation trials if required.
- **Evaluate Equipment.** Through the assessment of whole life costs and maintenance implications we determine the preferred supplier(s) providing robust recommendation reports that demonstrate how value for money has been achieved.

- **Order Equipment.** With your approval and in adherence to your organisation's Standing Financial Instructions and Project Commissioning Plans we place equipment orders using your systems which can be accessed on site or remotely as appropriate.
- **Equipment Receipt & Distribution.** We receive, distribute and commission new equipment within the facility thereby ensuring all equipment is delivered on time, to the correct place and is ready for operation. If staff training in the use of equipment is required we are ideally placed to organise this for you.
- **Removals.** We tender for and manage removal contracts and the transfer of specialist equipment.
- **Project Completion.** Upon project completion we provide a comprehensive handover document that includes an asset register, warranty details, service and maintenance agreements and project benefit reporting.

Delivering Value

The Capital team utilises NHS SBS Framework Agreements for the vast majority of its capital procurements, including major radiology equipment, medical equipment and furniture. Where possible, we aggregate demand for products across projects, performing mini competitions which lead to fast OJEU-compliant procurement routes and further reductions in costs.

With over 20 years project experience working within diverse and high pressured commercial environments, organisations can expect a quality service that caters for all capital and commissioning requirements. Whether it is the construction and fitting out of a new hospital or health centre or the purchase of major capital equipment, NHS SBS professionals work alongside you, from the production of an outline business case right through to the commissioning of the project, to deliver real value to your organisation and the wider NHS.



Glossop Primary Care Centre

Evidence of our Success

Glossop Primary Care Centre – June 2010.

NHS SBS worked with Glossop Primary Care Centre to provide appropriate furniture, clinical, medical & IT equipment for a wide range of clinical services in its two-storey, 1322m² Primary Care Centre.

The NHS SBS Capital Team worked closely with the Local Improvement Finance Trust project manager to provide a complete capital procurement service that included gaining agreement on colour choices and specification of equipment with individual services alongside maintaining an overall high quality building standard suitable for all clients. All furniture and equipment was procured on time within budget and in accordance with OJEU legislation. The logistics manager from the NHS SBS Capital Team managed the receipt, distribution and commissioning of all new equipment and was even responsible for managing access to the new building during the commissioning stage.



Glossop Primary Care Centre

Lancashire Women & Newborn Centre – November 2010

NHS SBS Capital Services was responsible for the on-time procurement and delivery of all furniture and equipment for a new standalone unit at Burnley General Hospital. The project involved moving services from Royal Blackburn Hospital to Burnley General Hospital and was delivered within an extremely challenging budget. In addition to providing furniture and equipment the NHS SBS team managed the appointment and on-going management of the removals contractors and oversaw the receipt and re-distribution of all transferred equipment.

The Christie Clinical Research Development

NHS SBS supported the purchasing of furniture and equipment for the prestigious new Clinical Research Development at The Christie in Manchester. The team was initially appointed to assist with the processing of requisitions for the project, but the role developed with NHS SBS appointed to provide all furniture and equipment for the private patient facilities within the development.

Due to the project's success the team became involved in assisting with the procurement and delivery of furniture and equipment for two new high-tech theatres at The Christie which provide specialist services for the treatment of cancer patients.

Find out more

*We are committed to working with forward thinking organisations that recognise the importance of commercial expertise when undertaking capital projects. If you want to find out more about how we can support you to obtain best value from your capital budgets please contact us on **0161 212 3701** or **cps@sbs.nhs.uk***

About NHS Shared Business Services

NHS Shared Business Services (NHS SBS) is the market leader in business support services for the NHS. It is a unique joint venture between the Department of Health and Steria, and currently provides Finance & Accounting, Payroll & HR, Family Health Services and Commercial Procurement Solutions to all types of NHS organisations. More than 27 million people in England have NHS healthcare delivered by NHS SBS clients.

NHS SBS provides a range of value added services to enable NHS trusts to focus on strategic decision making and business

improvement activities, whilst benefiting from operational efficiencies and real cost savings of between 20% and 40%. With over 1,400 people employed, NHS SBS recovers more than £12 billion of debt, pays 200,000 NHS employees and processes £36 billion of payments per annum for its NHS clients.

NHS SBS works with over 40% of NHS organisations to deliver operational efficiencies, cost savings and improved service quality, and is on target to deliver £224 million of cost savings to NHS trusts and organisations.

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