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Ymddiriedolaeth GIG  
Prifysgol Felindre  
Velindre University  
NHS Trust



Pencadlys Ymddiriedolaeth GIG Prifysgol Felindre  
Velindre University NHS Trust Headquarters  
2 Cwrt Charnwood  
Heol Billingsley  
Parc Nantgarw  
Caerdydd/Cardiff  
CF15 7QZ  
Ffôn/Phone : (029) 20196161  
<https://velindre.nhs.wales>

Date: 10<sup>th</sup> April 2025  
Ref: CORP 25/26 - 001

Dear xxx

**Freedom of Information request: Digital Healthcare Initiatives (CORP 25/26 – 001)**

Thank you for your request for information which the Trust received on 1<sup>st</sup> April 2025

Your Request and our response can be found below.

I trust this answers your request for information, however, should you not be satisfied with the information supplied or the process of supplying it, you have a right to complain and request a review. Please note that you must submit a request for a review within 40 days of the date of this letter.

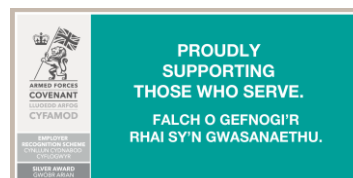
You should forward your complaint to:

Mr Ian Bevan via [FOI.VUNHST@wales.nhs.uk](mailto:FOI.VUNHST@wales.nhs.uk)  
Head of Information Governance  
Velindre University NHS Trust  
2, Charnwood Court  
Heol Billingsley  
Parc Nantgarw  
Cardiff  
CF15 7QZ

Should you wish to take your complaint further, if you are still unhappy with the decision after review, you can contact the:

Information Commissioner's Office - Wales  
2nd Floor  
Churchill House  
Churchill Way  
Cardiff  
CF10 2HH  
Telephone: 0330 414 6421  
email: [wales@ico.org.uk](mailto:wales@ico.org.uk)

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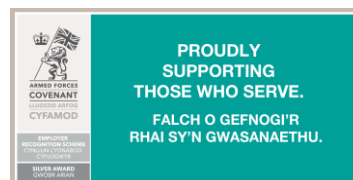


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Yours sincerely

**Non Gwilym**  
**Interim Director of Corporate Governance**  
Velindre University NHS Trust  
2 Charnwood Court  
Heol Billingsley  
Parc Nantgarw  
Cardiff  
CF15 7QZ

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Under the Freedom of Information Act, I would like to request the following information for the WELSH BLOOD SERVICE:

**1) Contracted Suppliers:**

**Please provide details of the companies contracted for the following services and equipment:**

- a. Photocopiers/Multi-Functional Devices (MFDs) b. Printers c. Print Room/Reprographics services d. Desktop Scanners - HP Apogee**

**2) Equipment Manufacturers:**

**If different from the suppliers in Q1, please list the manufacturers of the equipment used in the following areas:**

- a. Photocopiers/MFDs - HP  
b. Printers - HP  
c. Print Room/Reprographics – N/A  
d. Desktop Scanners – Epson Workforce and HP**

**3) Contract Details:**

**For each of the services and equipment listed in Q1 and Q2, please provide the following:**

- a. Length of contract(s) and end date(s) b. Any available extensions to the contracts – 5 year contract, December 2024 – November 2029.**

**4) Device Numbers:**

**Please provide the number of devices in use for each category listed:**

- a. Photocopiers/MFDs - 55  
b. Printers - 57  
c. Print Room/Reprographics services – N/A  
d. Desktop Scanners - 30**

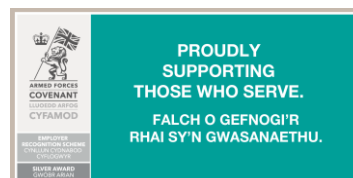
**5) Procurement Process:**

**Please confirm how the services and equipment were procured:**

- a. Were the services and equipment procured via a framework, direct award, or mini-competition?  
b. If via a framework, please specify which framework was used.**

Direct award via the NHS Commercial Solutions - Digital Document Solutions (DDS) delivered by NHS London Procurement Partnership

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**6) Print Management Software:**

**Does the Authority use any print management software (e.g., PaperCut, Equitrac)? If yes, please specify which software is in use. - Papercut**

**7) Hybrid/Digital Mail Service:**

**Does the Authority use a Hybrid or Digital Mail Service? - No**

**a. If so, who supplies this service?**

**b. What is the expiration date of the current contract?**

**8) Document/Content Management Systems:**

**Does the Authority utilize any Document or Content Management Systems? - Yes**

**a. If yes, please specify which systems are in use – Internal to NHS Wales document management system and QPULSE.**

**9) Sustainability Initiatives (if available):**

**a. Please provide information on any environmental or sustainability goals related to print management, digital transformation, or reducing the carbon footprint.**

Print Management Improvements:

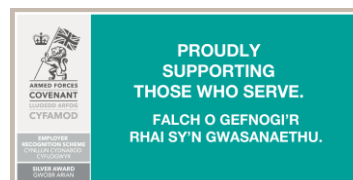
- **Reduction in Devices:** We have successfully reduced the number of print devices from 180 to 112, which significantly lowers our energy consumption and maintenance costs.
- **Papercut Implementation:** The entire trust is now using Papercut, a print management software that helps monitor and control print usage, reducing waste and promoting responsible printing practices
- **Fleet Monitoring:** We have enhanced our printer fleet monitoring capabilities and now generate monthly reports on usage and sustainability, ensuring continuous improvement and accountability
- **Environmental impact reports**

**b) How does the Authority measure the impact of these initiatives?**

Environmental impact reports are sent to the Digital team:

- **Trees Saved:** The number of trees saved by reducing paper usage.
- **Greenhouse Gases:** The amount of greenhouse gases not emitted due to reduced paper production.
- **Manufacturing Energy Saved:** The energy saved from not producing paper, represented as the energy consumed by a standard light bulb in hours.

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## 10) Digital Transformation Progress (if available):

**a. Please provide information on any ongoing or upcoming digital transformation projects that relate to document management or printing processes.**

- Current business case is being produced for the digitisation of medical records.
- Plans to consider Hybrid Mail.

**b. What progress has been made toward becoming "paper-light" or fully digital in document management? – Please see question 11.**

## 11) Future Procurement Plans (if applicable):

- a. Are there any upcoming procurements or tenders related to print management, digital transformation, or document management? - Yes**
- b. If so, what is the anticipated timeline for these processes?- Procurement within 2025/2026 financial year**

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