

Information Governance Department

Wrightington Hospital
Hall Lane
Appley Bridge
Lancashire
WN6 9EP

Tel: 01257 256335
Email: foi@wwl.nhs.uk
Web: www.wwl.nhs.uk

Ref: FOI2014/2304
Date Received: 2nd October 2014
Response Due: 30th October 2014

13th October 2014

Dear ,

INFORMATION REQUEST UNDER THE FREEDOM OF INFORMATION ACT 2000

We are now pleased to respond to your request for information under the Freedom of Information Act.

You asked:

Which IT disposal company does the organisation currently use to dispose of redundant IT equipment?

Concept Management Consulting Limited

How long is the IT disposal contract for and when does it expire?

Concept are used under a framework agreement via NHS Shared Business Services. The current framework expires 7th December 14

Who is the best contact to speak to responsible for IT disposal and WEEE recycling in the organisation?

Waste Control and Minimisation Officer, Sarah Catterall

What is important to the organisation when choosing an IT disposal supplier?

Compliance with waste legislation and regulations, Information Governance credentials, security, distance, convenience of service, availability of full asset reports, on site destruction service

What type of security accreditations does the organisation take into consideration when choosing an IT disposal supplier?

IG toolkit, ADISA Certification.

Chairman: Les Higgins
Chief Executive: Andrew Foster CBE

How often does the organisation dispose of redundant IT equipment?

Ad-hoc disposal approximately every 4 – 6 months per site.

How many sites does the organisation require collections from?

5

On average how much equipment is collected on a normal collection?

Approximately 500kg

What type of documentation does the organisation require back for auditing purposes?

Waste transfer notes and consignment notes and returns, asset list, weights, certificates of destruction (where applicable)

Do you receive a financial return from your current IT disposal partner?

Yes

Do you require onsite data destruction services?

Yes

How many client devices is your IT estate made up of?


3000

Do you have any current or upcoming projects that'll result in redundant IT equipment?

No

I hope you find this information useful, however if you are not entirely satisfied with this response please do not hesitate to contact the Information Governance Department on 01257 256335. If we do not hear from you within 28 days we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Silas Nicholls
Deputy Chief Executive and Director of Strategy

Chairman: Les Higgins

Chief Executive: Andrew Foster CBE

PLEASE NOTE:

The information supplied to you continues to be protected by the Copyright, Designs and Patents Act 1988. You are free to use it for your own purposes, including any non-commercial research you are doing and for the purposes of news reporting. Any other reuse, for example commercial publication, would require the permission of the copyright holder. You must ensure you gain their permission before reproducing any third party information.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Wrightington Hospital, Hall Lane, Appley Bridge, Wigan, WN6 9EP

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision. Generally the ICO cannot make a decision unless you have exhausted the complaints procedure at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF