



Ref: FOIA Reference 2018/239

**Royal Stoke University Hospital**  
**Quality, Safety and Compliance Department**  
Newcastle Road  
Stoke-on-Trent  
Staffordshire  
ST4 6QG

Date: 26<sup>th</sup> July 2018

Tel: 01782 676474  
Email [FOI@uhn.nhs.uk](mailto:FOI@uhn.nhs.uk)

Dear

I am writing in response to your email dated 23<sup>rd</sup> July 2018 requesting information under the Freedom of Information Act (2000) regarding IT equipment.

As of 1<sup>st</sup> November 2014 University Hospitals of North Midlands NHS Trust (UHNM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

**Q1 Under the Freedom of Information Act, please forward to the relevant department/s (probably IT) to provide answers the following questions regarding disposal/recycling old IT equipment. I look forward to receiving your response within the 20 days legal timeframe under the Act.**

**How does your Trust dispose of old IT equipment such as desktop computers, laptops, peripherals, tablets etc.?**

A1 At the Trust the old hardware is collected by a 3rd party.

**Q2 Do you recycle old IT equipment such as desktop computers, laptops, peripherals, tablets etc.?**

A2 The Trust will reuse old IT equipment where possible, but we do not recycle.

**Q3 What is the volume of old IT equipment such as desktop computers, laptops, peripherals, tablets etc. disposed of or recycled in the last year? (If exact number unknown, an estimate would be acceptable)**

A3 Across the Trust there were 1336 items (old IT equipment such as desktop computers, laptops, peripherals, tablets etc.) which were disposed of in the last year.

**Q4 What is the Trust spend in the last year on disposal/recycling of old IT equipment such computers, peripherals, tablets etc.?**

A4 The Trust is not charged for equipment disposed of through IM&T

**Q5 Which company does the Trust use to recycle old IT equipment such as desktop computers, laptops, peripherals, tablets etc.?**

A5 RecoverIT

**Q6 Is there a contract in place with this company?**

A6 No

**Q7 What is included in the contract (such as collection?)**

A7 Not applicable

**Q8 When is the contract end date?**

A8 Not applicable

**Q9 What standards/certifications/requirements/assurances does the Trust ensure before selecting a company to recycle its old IT equipment?**

A9 The Company is required to provide assurance of WEEE Cat3 compliance, certificates of destruction and hazardous waste notices as required. Processes are agreed for hardware and data handling, there was also an Auditing visit carried out on the 3rd party site.

**Q10 Please provide the name and contact details for the person in your organisation responsible for old IT equipment disposal/recycling?**

A10 Simon Beardmore; Team Leader Desktop Support.  
Email: [simon.beardmore@uhnm.nhs.uk](mailto:simon.beardmore@uhnm.nhs.uk)

\*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

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This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.


Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via [www.ico.org.uk](http://www.ico.org.uk).

If following review of the responses I can be of any further assistance please contact my secretary on 01782 676474.

Yours,



Leah Carlisle  
**Deputy Head of Quality, Safety & Compliance**