Council of Governors: Summary Sheet

Title of Paper:	Governor Questions to Board

Presented By:	Jayne Brown OBE, Chair

Action Required:

For Information	x	For Ratification		For a decision	
For Feedback		Vote required		For Receipt	

To which duty does this refer:

Holding non-executive directors individually and collectively to account for the performance of the Board	x
Appointment, removal and deciding the terms of office of the Chair and non-executive directors	
Determining the remuneration of the Chair and non-executive directors	
Appointing or removing the Trust's auditor	
Approving or not the appointment of the Trust's chief executive	
Receiving the annual report and accounts and Auditor's report	
Representing the interests of members and the public	x
Approving or not increases to non-NHS income of more than 5% of total income	
Approving or not significant transactions including acquisitions, mergers, separations and dissolutions	
Jointly approving changes to the Trust's constitution with the Board	
Expressing a view on the Trust's operational (forward) plans	
Consideration on the use of income from the provision of goods and services from sources other than the NHS in England	
Monitoring the activities of the Trust to ensure that they are being conducted in a manner consistent with its terms of authorisation and the constitution	x
Monitoring the Trust's performance against its targets and strategic aims	x

How does this item support the functioning of the Council of Governors?

Putting questions to the Board allows governors an additional measure to hold the Trust to account for its performance and to ensure that the views of governors and members are heard and responded to at the highest level.

Author of Report:	Governors

Designation:	

Date:	October 2019

July 2019

Question from Toby Morgan, Service User Governor

I'm aware some (not all) NHS Trusts are merging with other Trusts. Is this something that SHSC might be considering?

Response from Clive Clarke Deputy Chief Executive and assured by Jayne Brown, Trust Chair

At this stage SHSC is not considering any merger, but will be working more collaboratively with neighbouring community trusts across the patch to lead and govern new development including perinatal (mother and baby services) and new models of care (NMC) in low and medium secure services, which were discussed at July's Council of Governors.

The Trust would have to believe that any such merger /collaborative working would have to have a benefit for service users, carers and staffing in relation to improving quality, safety and providing value for money.

August 2019

Question from Bradley Wass, Staff Governor (Central Support)

1. What is the financial cost to the Trust for the disposal of working or serviceable electrical equipment?
2. Why are so many working items of electrical equipment being put in to WEE (Recycling) skips and new items purchased to replace them. For example working monitors replaced with new larger screen monitors. Fans being disposed of after summer ends and cooler days approach.
3. Would it be possible for Procurement to have access to a spread sheet with the details of unwanted working electrical equipment?

If we reduced the supply of excess electrical equipment we would reduce the financial cost to the trust with the added benefit of reducing the impact on the environment.

Response from Phillip Easthope, Executive Director of Finance, assured by Richard Mills, Non-Executive Director

Thank you for your question to the Board of Directors.

Response to Question 1

As far as we are aware, the Trust only disposes of items that are no longer serviceable or have ceased to function and have been consigned to the Facilities Directorate on that basis.

We encourage people to put items on Warp-It Scheme so that they can be reused. We do get high amounts of WEEE waste which we are working on trying to reduce. The Trust's participation in the Warp-It Scheme has resulted in income generation for the Trust and further details are provided below.

WEEE waste at President Park was £2,917.50 for the last full year 18/19.

Response to Question 2

Replacement of items can be for various reasons efficiency, improved functionality, obsolescence, out of warranty etc.

The current disposal process for Waste Electrical & Electronic Equipment (WEEE) is co-ordinated through the Estates Department.

The IT Service Desk operates a separate process to bring back any redundant IT hardware and equipment into the IT Department, which is subsequently checked. This is then either stored for reissuing or recycled with Revive IT (our safe disposal contractor).

The IT Department periodically visits the WEEE storage room at Fulwood House to ensure nothing is being disposed of that can be reused/recycled.

From an end user perspective, the Trust has rolled out the replacement of smaller PC screens with larger screens, which helps the Trust meet the requirements of the DSE (Display Screen Equipment) Policy. These larger screens are better suited for staff who need to spend longer periods of time "on screen" as part of their job role, help with display of multiple documents simultaneously (improved efficiency/effectiveness) and are now the standard issue in the Trust. Wherever possible all efforts are made to reuse the smaller screens where appropriate.

With respect to your comment regarding the disposal of working fans, I have no knowledge of this so cannot comment, but if you wish to provide further detail, I will be pleased to look into this.

Response to Question 3

The Facilities Directorate routinely work with Procurement to identify any items (not just electrical equipment) that may become surplus to requirements, via the WARP-it reuse and recycling scheme the Trust subscribes to and which is open to all staff/services. Any items which are not required within the Trust are then made available to other WARP-it subscribers who are typically other public sector or 3rd (voluntary) sector organisations. This both reduces waste and provides "cost avoidance" as items do not have to be purchased new.

As mentioned earlier, the Trust participates in the Warp-It scheme, details of which were included in the 2018/19 Annual Report:

First anniversary of Warp-It
We celebrated one year of being subscribed to the Warp-It service; this is a redistribution network which we use to divert surplus items from the bin to reuse either within our services or to share with local public services or charitable communities. Warp-It is both a cost avoidance and sustainability approach supporting our values and NHS SDU values.

Warp-It savings (01 August 2017-31 March 2019)

Saved on purchase of internal trades	£50,669
Saved on purchases from external trades	£0
Saved on waste by external trades	£125
Saved on waste by internal trades	£584
Total savings	**£51,378.00**

Through the Warp-It service we were able to donate a computer to Roundabout, Sheffield's youth homeless charity. The charity provides shelter, support and life skills to young people between and ages of 16-24 who are homeless or at risk of being homeless. The computer was collected by a Tenancy Support Worker with the charity and taken straight to a young person who needed a computer to help them apply for jobs.

We held our first Stationery Amnesty. We invited staff based at headquarters to empty and de-clutter their drawers and cupboards so that all unused and surplus stationery could be redistributed for reuse within our other services. This not only provided an opportunity to save money by reducing unnecessary spend and procurement time but also helped us to reduce our use of resources and our environmental impact.

If you believe that working/serviceable equipment is being disposed of, then we would appreciate further detail in order to enable us to investigate.

September 2019

No questions

October 2019

Question from Adam Butcher, Service User Governor

"How can governors be assured that recommendations from national bodies such as the Healthcare Safety Investigation Branch are both implemented and embedded in the Trust?"

Response required by 18 November 2019