



Agenda Item

**Sustainable development and carbon reduction (Commissioners contract)
Quarterly report – October 2012**

Report of	Bob Higginbotham Head of facilities
Paper prepared by	C J Noble Facilities performance and quality development manager in conjunction with all subject leads as detailed on separate reports
Subject/Title	Sustainable development and carbon reduction - Quarterly report
Background papers (if relevant)	Commissioners contract, previous commissioner and performance reports
Purpose of Paper	The commissioners' contract and the management board require a quarterly report with regard to NHS sustainability and progress of objectives and targets. In addition the paper satisfies aims given within the NHS sustainable development unit guidance on sustainable development management plans (SDMP)
Action/Decision require	Acknowledgement of current position
Link to: ➤ NHS strategies and policy	NHS estates energy/carbon efficiency documents
Link to: ➤ Trust's Strategic Direction ➤ Corporate objectives	Core Principle 9: Protect the environment and enhance our local community Corporate objective 1.8: Protecting and enhance the environment and local community Component objective B: Further developing and implementing green travel plans Component objective C: Ensuring that our carbon emissions fall within the lower half of NHS organisations in annual national benchmarking
Resource impact	
You are reminded not to use acronyms or abbreviations wherever possible. However, if they appear in the attached paper, please list them in the adjacent box.	SDMP - Sustainable development management plans SDU - Sustainable development unit CRC - Carbon reduction commitment BREEAM

Sustainable development and carbon reduction - Quarterly report

1. Introduction

The government has a commitment to sustainability and to carbon reduction which the trust has embraced within the existing strategic and corporate objectives.

The purpose of this report is to satisfy the contract in place with the commissioners, to provide information on a quarterly basis. The report is formulated in line with all of the elements detailed within the NHS sustainable development unit guidance on sustainable development management plans (SDMP).

A new sustainable development committee has been set up to clarify all of the related objectives as a whole and monitor progress and performance. Continual assessment to indicate and measure performance is made from a number of measures including BREAAAM, the good corporate citizenship assessment tool, monitoring and reporting on carbon (CRC government carbon reduction commitment process).

The trust sustainable services are continually reviewed and enforced. This and previous reports demonstrate continuing progress made to address sustainability and provide clear evidence of the trust commitment.

The NHS SDU dashboard process is now in its second year where a number of inputs and a series of questions have been completed. Output has provided a series of graphs and comparison charts for waste, energy, water and sustainable travel. These are now subject to review and available to view.

2. Sustainable development management

The NHS SDMP guidance addresses relevant legislation, regulatory requirements, associated risks, mitigation and adaption of the trust strategies.

The following areas are all progressed via the sustainable development committee and used as a method to assist the trust to monitor carbon reduction targets and sustainability:-

- 3.1 Energy and carbon management
- 3.2 Waste
- 3.3 Low carbon travel, transport and access
- 3.4 Water
- 3.5 Designing the built environment
- 3.6 Procurement
- 3.7 Organisational and workforce development
- 3.8 Role of partnerships and networks
- 3.9 Finance
- 3.10 Governance and Corporate citizenship
 - Travel
 - Procurement
 - Facilities management
 - Workforce
 - Community engagement
 - Buildings

The commissioners and trust board are requested to acknowledge the current position with regard to trust current approach to the NHS sustainable development plan, the progress of the trust targets and the future direction particularly regarding accountability.

The following reports give a brief synopsis of the trust progress against the areas detailed above, their current status, future actions and developments to be considered.

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)	
Subject:	3.1 Energy and carbon management	
Overall status:	<p>The trust 10% target is not continually being attained and the trust may not be in a position to achieve its aim of falling within the lower half of NHS organisations in annual benchmarking. The calculation of the 10% target has been reviewed and changes in site footprint incorporated to give an accurate reflection of target related performance.</p> <p>A program of work is being undertaken for energy saving solutions, where the trust is likely to save considerable carbon and manage energy more efficiently.</p>	
Progress summary:	<p>Approval for the energy performance contract with Schneider has now been given by the board of directors. The contract guarantees savings in energy consumption through a multi-faceted approach to upgrading and optimising the existing energy infrastructure This will be financed by the reduction in bottom line energy procurement costs.</p> <p>The CRC process is now complete for 2011/2012 following the surrender of carbon credits for the trust carbon dioxide emissions.</p> <p>The scheme to increase pipe insulation within the service ducts and plant room areas are now in progress with noticeable changes within the highlighted problem areas, this will save energy and improve environment for patients and staff.</p>	
Planned activities:	<p>The Schneider energy performance contract implementation (phase two) is now being programmed and should take around 12 months to complete, a second stage of the contract offering further savings is being developed</p> <p>The annual assessment for the new Display Energy Certificate (DEC) is planned to take place in the coming months and should show an overall improvement on last year.</p> <p>The investigation into a short term operational reserve (STOR) programme has now been completed. There is a potential of 700 to 800KW of electricity which could be utilised at peak times to reduce grid demand. The scheme promises to financially benefit participants and will not reduce our operational effectiveness.</p>	
Key risks:	<p>The Trust energy centre is running at maximum capacity due to site expansion, this will need to be addressed with a long term plan if future developments are to be incorporated within the existing system. Investigation is underway to look at the impact.</p> <p>The integration of the NHS and contractors terms and conditions to a compatible form will need to be completed before any partnership can take place. Procurement has advised that external solicitors need to be satisfied due to the standard terms and conditions not being compatible.</p>	
Mitigation:	A partnership agreement where both the trust and the Schneider energy have the same aim will ultimately reduce any risk of not obtaining return on any investment over an agreed time.	
Monitoring:	<p>Performance continues to be measured via carbon - see energy graphs within monthly performance report.</p> <p>A number of statistical energy related graphs are provided by the trust energy provider on a monthly basis; available to be reviewed.</p>	
Assurance:	<p>Schneider Energy run energy performance contracts with other NHS trusts.</p> <p>CRC – Consultants who have been employed to guide the trust with regard to the CRC, over a three year period are actively in contact.</p> <p>Visitors to the trust can review the annual Energy certificate (DEC) the certificate shows current and the previous Energy Performance Operational Rating along with Total CO2 Emissions.</p>	
Communication:	An article was issued in the quarterly publication Chinwag in April, the article received a good response and more such articles are planned in the future. A poster campaign is ongoing and new departmental Energy Champions are being sought.	
Additional information:	NHS SDU dashboard output available	
Prepared by:	Alex Tighe	Date: 05.10.2012
Job title:	Energy Manager in conjunction with Christopher Noble - Performance and Quality Development manager	

Quarterly report	Sustainable development and carbon reduction (Commissioners contract)		
Subject:	3.2 Waste		
Overall status:	<p>An updated waste policy which introduces new applications for legislative segregation "cradle to grave" has been approved, ratified and issued. Full implementation, via the introduction of new contracts, will be January 2013. Recycling costs to be assessed with new suppliers. The trust target for food waste is a continual challenge; proposals for a cook/freeze system are under review to aid targets and CIP.</p> <p>Food waste digesters are to be installed that will break food waste down into grey water using enzymes, reducing current water and electricity usage. System is designed to meet proposed changes to legislation (i.e. not to discharge food waste directly down the drains)</p>		
Progress summary:	<p>Key performance indicators (KPI's) for waste Targets for 2012 / 2013 now include site and patient activity measures.</p> <p>The procurement tender process initiated for waste management solutions. Programme for tender returns 22.10.2012. Following procurement compliance, contract award 16.11.2012. Improved waste storage capacity agreed for the MAU and Ward 4 as part of the new Brachytherapy capital project. Pathology issues remain and will be implemented when estate rationalisation improvements allow.</p> <p>The trust performance board has requested a full breakdown of costing for a cook/freeze system, prior to any significant detailed project work being undertaken</p> <p>Quotations are being sought for two food waste digesters.</p>		
Planned activities:	<p>The new waste contract will provide new waste segregation colour coding systems cost savings, consolidated invoicing, real time reporting systems/web portal data systems, improved legislative compliance, training, single point of contact reduced carbon footprint. A full waste audit will follow implementation</p> <p>Initial waste procedures manual which introduces applications of segregation will be reviewed to ensure it meets NHSLA requirements and addresses processes rather than unique area controls</p> <p>A full breakdown of costing for a cook/freeze system to be presented for the trust performance board</p>		
Key risks:	<p>Non achievement of the trust reduction targets and therefore risk of cost increase.</p> <p>Increased costs for waste due to patient activity and increase of site square meterage. Non achievement of "Excellent" on any BREEAM assessment for new buildings.</p> <p>Staff not operating to the new waste streaming controls</p> <p>Government year on year increase landfill tax charges 14% from £56.00 to £64.00 (14% £64.00 to £73.00 2013/2014) per tonne, for general and domestic waste.</p> <p>New contracts for clinical waste and compactor waste (general and domestic) not in place.</p>		
Mitigation:	Controls updated to ensure compliance with legislation.		
Monitoring:	<p>The trust yearly target of 5% waste/carbon savings is made based on the government target to reduce waste. See monthly performance report</p> <p>Waste recycled and food waste indicators within the facilities scorecard demonstrate that the trust is embracing recycling and sustainability.</p> <p>The site and patient activity changes, along with waste related activity and cost, are all embraced.</p>		
Assurance:	<p>Assurance is monitored via an independent organisation.</p> <p>Health and Safety Committee monitor waste activity and compliance</p>		
Communication:	<p>All departments are being trained, via a communication and awareness program to process the new waste streams and comply with colour coding/legislation.</p> <p>Quarterly initiatives are communicated via the intranet (and chinwag when applicable)</p>		
Additional information:	NHS SDU dashboard output available		
Prepared by:	Gary Hollingworth - Environment Officer,	Date:	04.10.2012
Job title:	in conjunction with Christopher Noble - Performance and Quality Development manager		

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)		
Subject:	3.3 Low carbon travel, transport and access		
Overall status:	<p>The travel plan, in conjunction with the sustainable travel policy, outlines the corporate position on improving travel choices for staff, patients and visitors. Instigation is paramount to planning consent for all new hospital buildings. A sustainable car park strategy has been instigated with additional resources including a new transport strategy management officer to meet stakeholder requirements.</p> <p>SWOT analysis (Strengths, weaknesses, opportunities and threats) and PEST analysis (Political, economic, social, and technological) carried out.</p> <p>Business cases must now reflect the objectives of the sustainable travel policy in being onerous on project managers, to ensure they operate within the policy and deliver the travel plan targets i.e. reducing demand for on-road parking for any additional projects.</p> <p>New graphical monitors will be implemented following agreement on which areas to monitor and the targets to achieve. A business mileage target is also required, due to an increase reported in 2012 compared to 2011.</p> <p>Stakeholder engagement includes Transport for Greater Manchester (TfGM), the Neighbourhood Forum and Trust governors</p> <p>Funding has been set aside for on street car parking (section 106).</p>		
Progress summary:	<p>A sustainable travel action plan is in progress. The aim of this plan is to produce a travel strategy for the future development of the trust with a green travel bias.</p> <p>Additional sustainability sections, added to the business case pro forma, must be addressed prior to sign off. For sustainable travel this must also address additional financial consequences regarding car parking and sustainable travel requirements</p> <p>The independent Picker Institute have carried out the sustainable travel survey as part of the staff survey to ensure a fair, consistent, representative measured result. This was carried out as part of the annual staff survey. Results will be compared to the previous year. Dedicated sustainable travel trust website is under development.</p> <p>Street parking surveys show a stress level of 59.2%. improved from 62%</p> <p>Staff skill ratio has been produced and will be crossed referenced with postcode analysis.</p>		
Planned activities:	<p>Further street surveys to be conducted six monthly will determine progress of the new travel strategy.</p> <p>The trust is meeting with Transport for Greater Manchester (TfGM) to discuss the provision of a number of cycling support packages to encourage staff to cycle to work. Research by TfGM identified a number of key issues, as barriers for adult novice cyclists or those returning to cycling to commute by bike to and from work or local transport interchanges. The support will include, adult cycle training, bike maintenance courses, bike user groups, loan bikes, led rides, events, workplace challenges, grants / match funding for cycle facilities such as cycle storage and lockers TfGM will also advise on how the trust can further promote public transport links to the trust e.g. Metrolink in the near future</p> <p>The trust need to address business mileage target due to increase reported.</p> <p>Continued engagement with stakeholders including TfGM and Neighbourhood Forum</p>		
Key risks:	<p>Achievement of the new modal shift target and agreed targets such as street parking</p> <p>Inadequate funding of sustainable travel initiatives. Consequence on the ability to acquire building permission without demonstration of trust commitment to sustainable travel.</p> <p>Increased transport related emissions, traffic congestion and ultimately damage to the environment associated with the Christie site</p> <p>Facilities inadequate to encourage higher BREAAAM scores</p> <p>Increase in business related travel and therefore reputation to the trust</p>		
Mitigation:	<p>Implementation and active promotion of the new policies to increase travel choices and reduce reliance on single occupancy car travel.</p> <p>Implementation and progress of the new action plan.</p>		
Monitoring:	<p>Staff annual survey reviewed by external organisation, Picker Institute.</p> <p>Street parking survey - baseline in place (Summer and winter surveys), via external body.</p> <p>NHS corporate citizenship targets and SDU dashboard requirements</p>		
Assurance:	Manchester City Council (MCC) and planning authorities (who have specific expectations).		
Communication:	Sustainable travel initiatives/events will be communicated in the trust staff magazine chinwag issued quarterly. Updates and events will be promoted on the trust intranet.		
Additional information:	Dedicated sustainable travel, trust website needs to be developed and implemented. NHS SDU dashboard output available		
Prepared by:	Will Blair - Travel strategy officer , in conjunction with	Date:	02.10.2012
Job title:	Christopher Noble - Performance and Quality Development manager		

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)		
Subject:	3.4 Water		
Overall status:	Water efficiency is currently monitored via corporate citizenship toolkit (Score 6/9).		
Progress summary:	<p>Water consumption for 2011/12 has reduced against previous year 2010/11. Initiatives, such as water efficient fittings/cisterns, are in place and fitted as part of new developments wherever possible.</p> <p>The HTU/YOU and Brachytherapy capital schemes have the Kemper clean water systems incorporated into the design. This will ensure that water system risk is managed by the latest technology and best practice.</p> <p>The current water efficiency policy is now under review and will be submitted to division and the sustainable development group</p> <p>Leaks and faults are reported through the help desk system and monitored via the facilities scorecard.</p> <p>Improvements to the coding of faults allows for trend analysis.</p>		
Planned activities:	<p>Water saving awareness will be raised by means of a poster campaign and word of mouth via Energy champions.</p> <p>The energy project manager will progress, develop, and implement water strategies laid down in the efficient use of mains water policy particularly when refurbishing and during building developments at the design stage.</p> <p>Corporate citizenship objectives need consideration and application</p>		
Key risks:	Whilst a water efficiency policy is in place, measuring the performance and success of objectives is not currently taking place, other than using the corporate citizenship tool.		
Mitigation:	<p>The management of infection prevention and control protocols mean it is a challenge that requires careful consideration to reduce water use.</p> <p>There is a balance with water saving and management of water related infection (legionella).</p>		
Monitoring:	Overall performance is measured via corporate citizenship assessment toolkit targets.		
Assurance:	Health and safety committee oversee water implications in addition to the corporate citizenship group		
Communication:	<p>Awareness and promotion of water saving initiatives throughout the trust, will be updated on a quarterly basis.</p> <p>United utilities communication programs will be reviewed and embraced wherever applicable</p>		
Additional information:	<p>The energy manager will be raising communication issues accordingly in Chinwag</p> <p>Please also see "Waste" section relating to "waste 2 water" system designed to meet legislation and save water within the waste report</p> <p>NHS SDU dashboard output available</p>		
Prepared by:	Alex Tighe	Date:	05.10.2012
Job title:	Energy Manager in conjunction with Christopher Noble - Performance and Quality Development manager		

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)		
Subject:	3.5 Capital - New Buildings		
Overall status:	<p>The Trust is to demonstrate that decisions on planning and design of new buildings and refurbishments contribute to a more sustainable NHS.</p> <p>The capital planning team continue to progress the capital programme whilst conforming to the guidelines of NHS Good Corporate Citizenship toolkit and guidance</p> <p>Current score: 30.88 The score has not increased over the last Quarter.</p>		
Progress summary:	<ul style="list-style-type: none"> ▪ Policy of Performance 68% achieved against target ▪ Planning 60% achieved against target ▪ Design 67% achieved against target ▪ Sustainable procurement 40% achieved against target ▪ Energy & carbon 56% achieved against target ▪ Green Space 47% achieved against target 		
Planned activities:	<ul style="list-style-type: none"> ▪ Policy of Performance - Continue to achieve BREEAM targets and look to work with other parts of the Trust for a more integrated approach to sustainability ▪ Planning - Continue to work with the local authority and local community to inform our planning/design decisions; prepare a strategic development framework for adoption by MCC planning executive ▪ Design - Continue to work with our design teams and end users to find economic, sustainable designs ▪ Sustainable procurement - To work with the Trust's procurement department on sustainable development clauses in framework & Procure21+ documents ▪ Energy & carbon - To target carbon reduction designs for the Trust's planned new buildings ▪ Green Space - Review design for Withington Green within the MCRC design and if any green space is achievable for the new YOU/HTU; pursue site-wide Green Infrastructure strategy 		
Key risks:	<p>Business cases do not include resource to meet with Corporate Citizenship requirements.</p> <p>General resources are not available to advance the score under this initiative.</p>		
Mitigation:	<p>CWP to check provision is made (where appropriate) in business cases going forward.</p> <p>A planned approach to maintain progress via department 'Champion' – Kate McBride.</p>		
Monitoring:	<p>Monitoring is achieved via the regular sustainable development meeting, CWP and quarterly reporting.</p> <p>Monitoring at department level is carried out by the department's "Champion".</p>		
Assurance:	<p>Assurance is achieved for various elements via third party BREEAM assessors, MCC Town Planning, Building Regulation compliance, design management and in house through the sustainable development review group.</p>		
Communication:	<p>Communication for new buildings is via public consultation during the design and planning phase and in house via Chinwag and the Intranet.</p> <p>Regular reports are also submitted to CWPG, Management Board, Governors Meetings and Trust Board of Directors meetings.</p>		
Additional information:			
Prepared by:	Tim Barber	Date:	03.10.2012
Job title:	Deputy Director of Planning		

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)		
Subject:	3.6 Procurement		
Overall status:	Improvement of performance scores against the corporate citizenship toolkit is ongoing.		
Progress summary:	<p>The trust continues to take steps to ensure that its procurement policies and procedures seek to incorporate appropriate sustainability practices.</p> <p>A sustainable procurement policy has been developed and this is currently being reviewed prior to ratification by the appropriate board/group. This policy will also incorporate a sustainable procurement action plan.</p>		
Planned activities:	Contact to be made with suppliers who have been awarded contracts to request that they provide evidence of their commitment to sustainability issues.		
Key risks:	Response to the request may be poor and or they may not be able to provide meaningful information.		
Mitigation:	Initial contact will be with those suppliers who have indicated that sustainability is a key priority for their organisation. The procurement manager will liaise with suppliers in order to advise them of the sort of information we require.		
Monitoring:	Progress is measured via the corporate citizenship toolkit and performance is reported to the sustainable development committee quarterly and monthly to the trust board via the performance report.		
Assurance:	Continual review is undertaken by the sustainable development committee. Progress is plotted on a graph and together with the other areas being monitored helping to indicate the trust position.		
Communication:	Developments are posted on the trust intranet site via the corporate citizenship pages.		
Additional information:			
Prepared by:	Diane Sinclair	Date:	02.10.2012
Job title:	Procurement Manager		

Quarterly report:	Sustainable development and carbon reduction (Commissioner's contract)		
Subject:	Organisational and workforce development		
Overall status:	The trust has an active communications strategy for every level of the organisation; this includes raising awareness of sustainability with the aim to include all staff, visitors and patients. Total scoring for sustainability (unrestricted is 49 out of 54)		
Progress summary:	A review of requirements for corporate citizenship has been carried out by HR; detailing comments backed by evidence where applicable. The score against this information has been reported via the sustainable development group. The focus is on those areas where gaps in scoring still exist, namely Policies/Performance and Childcare & Carer Support. The overall scoring remains at 49 out of 54 leaving the above two areas remaining for improvement. At present, to improve this score, two activities are being progressed.		
Planned activities:	<p>Current status and intended actions are presented to the sustainable development group on a quarterly basis.</p> <p>Actions are continually being discussed and developed both within the group and external to the group.</p> <p>Activities will continue to establish in the case of policies/performance that the sustainability objectives can be included within all medical and non medical job descriptions. The wording of the objectives will need to be agreed within the group before it can be incorporated into the template job descriptions.</p> <p>In addition, with regard to Childcare & Carer Support that the impact of this service can be measured by a local survey as opposed to the national survey which would prove costly. At present, the focus is on the staff survey, but a small survey is planned to follow this to measure this specific impact.</p>		
Key risks:	Non progress of the target scores i.e. lack of development of the outstanding items		
Mitigation:	91% achievement of the sustainability objective for workforce at present, i.e. the majority of items addressed, with a focus on achievement of the remainder		
Monitoring:	Regular review of progress within HR at least on a monthly basis		
Assurance:	Continual review by the sustainable development committee.		
Communication:	The trust board review monthly progress via the performance report, following release of the initial agreed score		
Additional information:			
Prepared by:	Natalie Marshall	Date:	02/10/12
Job title:	HR Manager		

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)	
Subject:	3.8 Community engagement	
Overall status:	<p>The Good Corporate Citizenship Assessment Model from the Sustainable Development Commission is used to measure our community engagement.</p> <p>Using this system our current score is 30 (out of 54).</p>	
Progress summary:	<p>Progress is measured against the following topics:</p> <ul style="list-style-type: none"> • Policy and performance • Local partnership and planning • Community participation • Healthy and sustainable food choices • Assets and resources • Communication <p>When first reviewed in January 2011 against the topics above, the overall score was 23.6. Discussion with colleagues in departments linked with these topics has highlighted activity which enabled the score to increase by 25% to 30.</p> <p>Progress with the topics was reviewed and reported to the corporate citizen committee in January 2012. Improving the scores would require additional focussed work which has not yet been agreed, as it has to be considered along with other Trust priorities.</p>	
Planned activities:	<p>Review of the corporate citizen committee in September 2012 has resulted in the terms of reference being revised. As a consequence the committee will be referred to as the sustainable development committee and its purpose will include the development of an annual plan to reflect sustainable development priorities and implementation of this plan. The annual plan could include topics which would, when given priority, improve the score.</p>	
Key risks:	<p>No improvement in the community engagement score could contribute to the trust failing to meet its obligations to be a good corporate citizen</p>	
Mitigation:	<p>Monitoring of the score and working with colleagues to identify evidence and activity which would improve the score</p>	
Monitoring:	<p>The scores are monitored by the sustainable development (corporate citizen) committee and are recorded in the performance report monthly and to the commissioners quarterly</p>	
Assurance:	<p>The sustainable development (corporate citizen) committee review and give assurance of satisfactory assurance</p>	
Communication:	<p>Key elements of the sustainable development (corporate citizen) work is highlighted on the Christie website</p>	
Additional information:		
Prepared by:	<p>Sue Mahjob PPI/PALS Manager</p>	<p>Date: 01.10.2012</p>
Job title:	<p>Rachel Daniel Head of Marketing and Membership</p>	

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)		
Subject:	3.9 Finance		
Overall status:	<p>The business case template has been updated to address sustainable issues, with a new section (17) to ensure project managers address related issues. In addition, this will enable the trust to demonstrate that carbon reduction is embedded within the financial mechanisms.</p> <p>It was agreed at the new sustainability committee meeting, the finance representative (temporarily the Capital Accountant) would review all business cases for compliance with the completion of the new section 17. This review will commence with submissions to CWPG in the quarter October to December 2012.</p>		
Progress summary:	<p>The CWPG has reviewed sustainability issues and requirements relating to future development, particularly at the initiation of a project i.e. the business case stage. This will set the foundations to implement sustainability moving forward in a structured manner. The sustainable development unit (SDU) guidance, regarding elements to consider in completing the new business case section, has been added as an appendix.</p> <p>In addressing the sustainability issues, prior to a business case approval, the CWPG will limit the risks on future development of the trust. It can also demonstrate to all stakeholders that the trust has reviewed sustainability in detail.</p> <p>Funding has been set aside for on street car parking (section 106). This was confirmed to the local neighbourhood forum.</p>		
Planned activities:	<p>The CWPG need to clarify the trusts objective on BREEAM levels i.e. where the ultimate target is "outstanding" and the NHS requirements state "Excellent". A minimum status may also be required for refurbishments.</p> <p>Please also see the procurement report</p>		
Key risks:	<p>Sustainable issues are not adequately considered and /or financed</p> <p>Project managers do not achieve BREAAM required levels</p> <p>New building and planning consent will not be achieved</p>		
Mitigation:	<p>All NHS trusts are required to ensure all new building achieve an "Excellent" rating under a BREAAM assessment. The target level are to be agreed following a presentation to the CWPG</p> <p>The CWPG, will receive information from the sustainable development committee and gain a better understanding of the relationship between sustainability and future funding of projects, particularly where planning requirements require particular resolutions</p>		
Monitoring:	<p>CWPG will need to monitor business cases prior to sign off to ensure sustainable elements are embraced fully</p>		
Assurance:	<p>BREAAM assessments are carried out independently</p> <p>The Planning authority, together with Manchester City Council, will require evidence and this will be reported accordingly</p> <p>Progress will be reported to the trust commissioners via this report and evidence provided if requested.</p>		
Communication:	<p>The new business case template, incorporating the sustainable section has been released on the intranet</p>		
Additional information:			
Prepared by:	Tony Slater - Capital Accountant	Date:	01.10.2012
Job title:	C J Noble - Performance and quality development manager in conjunction with and on behalf of Joanne Fitzpatrick - Deputy Director of Finance		

Quarterly report:	Sustainable development and carbon reduction (Commissioners contract)		
Subject:	3.10 Governance and Corporate citizenship		
Overall status:	<p>NHS Sustainable Development Unit (SDU) objectives are embraced within the trust. The Trust continues to action good corporate citizen objectives, monitoring itself against the corporate citizenship assessment toolkit.</p> <p>The Trust has core principles with corporate and component objectives to protect and enhance the environment and local community.</p>		
Progress summary:	<p>In September, the terms of reference for a new Sustainable Development Committee (SDC) were drafted and are to be considered for approval at the Capital and Workforce Planning Committee (CWP) in October. The remit of the SDC encompasses much of the work of the Corporate Citizenship Group. The scores are submitted to this committee and are being progressed in all required areas, travel, procurement, facilities management, workforce, community engagement and new buildings, with leads for each element</p> <p>See monitoring graphs within the trust monthly performance report. All scores are backed with detailed evidence.</p> <p>The SDC oversees activity, progress of scoring and will send minutes of their meetings to the capital and workforce planning committee (CWP) for information. Each lead has been asked to write a report on current status and suggested actions, which would improve the score to the corporate citizenship group. The action within these reports will be considered by senior management to identify priorities.</p>		
Planned activities:	<p>Emphasis that business case approval is also subject to sustainable and corporate citizenship issues and related funding when applicable</p> <p>Formal declaration of scoring is still to be made by the trust. Following the declaration, the trust will then be in a position to benchmark itself against other NHS organisations.</p>		
Key risks:	<p>The trust may not be viewed as supporting its own trust objectives or regional.</p> <p>Lack of progress towards target scores.</p> <p>Without continual progress across all the areas planning applications may not progress, limiting future development. The recent travel plan being a prime example.</p>		
Mitigation:	<p>Existing trust objectives are clear evidence of the trust commitment.</p> <p>A contract is in place with the commissioners, to provide information on a quarterly basis, with regard to sustainable development and carbon reduction.</p> <p>This full report, along with previous reports, demonstrates that continuing progress is made to address all of the elements quoted within the NHS sustainable development unit guidance on sustainable development management plans (SDMP).</p>		
Monitoring:	<p>Performance continues to be measured via performance reports for all areas required by the NHS sustainable development unit. See monthly performance reports</p> <p>The trust board review monthly progress via the performance report.</p>		
Assurance:	<p>Bi-monthly reviews of progress and future activity by the corporate citizenship group.</p> <p>The NHS sustainability unit benchmarking, following the trust making a formal declaration of the scores.</p>		
Communication:	<p>Progress with sustainable development work is highlighted via the internet and intranet</p> <p>The trust staff magazine "Chinwag" issued quarterly regularly communicates updates, events promoting sustainability issues.</p>		
Additional information:			
Prepared by:	Jane Sykes , Deputy Director for Nursing and Quality in conjunction with	Date:	October 2012
Job title:	Christopher Noble - Performance and Quality Development manager		