

Our Ref: LW/Imw/FOI.112.23
Date: 9th May 2023

Laurie Wrench
Deputy Director of Governance
North Staffordshire Combined Healthcare NHS Trust
Lawton House
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Dear

Freedom of Information Act Request

I am writing in response to your e-mail of the 8th April 2023. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

Requested information:

1. Over the past five years, broken down by year –
 - a) how many staff members used the Cycle to Work scheme? **2**
 - b) what percentage of staff was this? **0.1%**
 - c) what was the average value of the vouchers claimed on the scheme? **£713**
 - d) what was the number of those who took up the scheme, who then failed to complete, leaving the ~~Council~~ Trust with costs? **None**
2. What tools does the organisation use to encourage cycling for their staff
 - a) on a work basis - **The organisation uses Vivup's Cycle to Work Scheme and advertises benefits of cycling to health etc We utilise their promotion materials both online and hard copy**
 - b) on a leisure basis - **The organisation uses Vivup's Cycle to Work Scheme and advertises benefits of cycling to health etc We utilise their promotion materials both online and hard copy**
3. With regards to staff, does the organisation
 - a) have any monitoring for what modes of transport staff use – **We are aware of staff who have lease or salary sacrifice cars and those who use their own cars/vehicles for work purposes.**
 - I. for their journey to work **No**
 - II. for journeys during work time **Yes through expenses claimed**

- b) and if this data is recorded, I request a copy of such data as detailed as it can be reasonably given, while still protecting personal data rights. **Please see Appendix 1 attached which is a summary of claims, job titles and mileage claimed.**

4. How many of the following does the organisation have available for staff use

- a) pedal cycles **0**
- b) electric bikes **0**
- c) motorbikes **0**
- d) internal combustion cars **0**
- e) electric or hybrid cars **0**
- f) internal combustion vans **0**
- g) electric or hybrid vans **0**
- h) heavy trucks **0**

5. Does the organisation mileage scheme clearly state the claim rate for cycling
Yes held within the Expenses Policy

6. How many cycling miles have been claimed by the organisation's staff in the past five years **None**

7. Regarding your current cycle to work scheme –

- a) what scheme is currently in place **Vivip staff salary sacrifice scheme**
- b) what is the maximum limit on the cost of a bike, if a limit is currently in place
£5,000

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Dr Buki Adeyemo, Interim Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



Laurie Wrench
Deputy Director of Governance



Chairman: David Rogers
Chief Executive: Dr Buki Adeyemo
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