



Ref: FOIA Reference 2019/20-460

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

Date: 21<sup>st</sup> November 2019

Email [foi@uhn.nhs.uk](mailto:foi@uhn.nhs.uk)

Dear

I am writing in response to your email dated 5<sup>th</sup> November 2019 requesting information under the Freedom of Information Act (2000) regarding business miles.

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 How many business miles have been travelled by Trust employees using their own car (greyfleet) in the last 12 months?**

A1 492,334 miles

**Q2 How much money has been reimbursed back to employees for those business miles for greyfleet in the last 12 months?**

A2 £254,520

**Q3 How much does the Trust reimburse its employees per mile?**

A3 Please see below:  
Car (all types of fuel Inc Hybrid and electric cars)

Standard rate - Annual mileage up to 3,500 miles	56 pence per mile
Standard rate - Annual mileage over 3,500 miles	20 pence per mile
Reserve rate	28 pence per mile
Passenger allowance	5 pence per mile
Carrying heavy or bulky equipment	3 pence per mile
Motor Cycle	28 pence per mile
Pedal Cycle	20 pence per mile

For lease cars and salary sacrifice cars, the fuel reimbursement rate staff will receive is the HMRC Advisory Fuel Rate. This is because the car is classed as a company car and not a private vehicle. In order to view the current advisory fuel rates, please see below taken from the HMRC website:

Rates are set out below:

Engine size	Petrol - amount per mile	LPG - amount per mile
1400cc or less	11 pence	7 pence
1401cc to 2000cc	14 pence	9 pence
Over 2000cc	21 pence	14 pence

Engine size	Diesel - amount per mile
1600cc or less	9 pence
1601cc to 2000cc	11 pence
Over 2000cc	13 pence

**Q4 How many miles did Trust employees drive in the last 12 months in any type of vehicle e.g. greyfleet, Trust owned, car rental, car club etc.?**

A4 This information is not held by the Trust

**Q5 Does the Trust have an employee travel policy for business travel, which may include other additional modes of transport such as train, car rental etc.?**

A5 At UHNM there is a Policy which includes additional modes of transport

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

***UHNM NHS Trust is a public sector body and governed by EU law. FOI requestors should note that any new Trust requirements over the EU threshold will be subject to these regulations and will be advertised for open competition accordingly.***

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

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

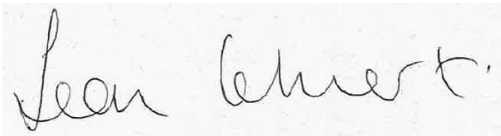
still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

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,



Jean Lehnert  
**Information Governance Manager**