



Ref: FOIA Reference 2022/23-016

Date: 13<sup>th</sup> April 2023

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

Dear

I am writing to acknowledge receipt of your email dated 11th April 2023 requesting information under the Freedom of Information Act (2000) and Environmental Information Regulations regarding cycles.

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 This is a data request both under the Freedom of Information Act and the Environmental Information Regulations.**

**In consideration of the climate crisis, I would like to request the following information about how the organisation is enabling staff to reduce their emissions through sustainable transport, and more specifically, cycling.**

- 1) over the past five years, broken down by year -**
  - a) how many staff members used the Cycle to Work scheme?**
  - b) what percentage of staff was this?**
  - c) what was the average value of the vouchers claimed on the scheme?**
  - d) what was the number of those who took up the scheme, who then failed to complete, leaving the Council with costs?**

A1 Not applicable to UHNM as we are a NHS Trust and not a Council

**Q2 What tools does the organisation use to encourage cycling for their staff -**

- a) on a work basis**
- b) on a leisure/health basis**

A2 As answer 1

**Q3 With regards to staff, does the organisation -**

- a) have any monitoring for what modes of transport staff use -**
  - i) for their journey to work**
  - ii) for journeys during work time**
- 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**

A3 As answer 1

**Q4 How many of the following does the organisation have available for staff use**  
a) pedal cycles  
b) electric bikes  
c) motorbikes  
d) internal combustion cars  
e) electric or hybrid cars  
f) internal combustion vans  
g) electric or hybrid vans  
h) heavy trucks

A4 As answer 1

**Q5 Does the organisation mileage scheme clearly state the claim rate for cycling?**

A5 As answer 1

**Q6 How many cycling miles have been claimed by the organisation's staff in the past five years?**

A6 As answer 1

**Q7 Regarding your current cycle to work scheme -**  
a) what scheme is currently in place  
b) what is the maximum limit on the cost of a bike, if a limit is currently in place

A7 As answer 1

\*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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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 671612.

Yours,



**Rachel Montinaro**  
Data Security and Protection Manager - Records