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26th April 2016

Email:

Dear

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI/16/03/32.

You requested the following information:

Can you provide as a Freedom of Information request:

1. A current list of the make/models and number of lease cars in the Trust, if possible by locality and also by directorate please, with all associated costs.

Please see the attached spreadsheet which shows this information. Please see the information on costs below taken from the Trust's Lease Car Policy.

8. Trust Contribution

The Trust will make a contribution to the vehicle lease costs as set out below.

Chief Executive and Directors (Defined as those subject to VSM arrangements)		£5,500 per annum
Senior Managers (Band 8 or above)		£3,500 per annum
Other employees		£3,100 per annum

At each level, the annual lease value available to the employee shall be increased by £50 for each complete 1000 miles above 5,000 business miles per annum. Thus, for example, an employee with standard lease value £3,500 who travels 9000 business miles per year, would have an adjusted lease value entitlement of £3,700 (i.e. £3,500 plus £200).

2. A list of the make/ models and number of lease cars arriving in the Trust from 1st September 2015 , if possible by locality and directorate please.

Please see the attached spreadsheet which shows this information.

3. A list of the make/models and number of Director lease cars in the Trust and a separate list of all those arriving in the Trust from 1st September 2015, if possible by locality and directorate please.

This information is within the full list on the attached spreadsheet.

4. Details of how blue light user lease cars are audited to ensure they comply with HMRC guidance on blue light use cars.

The lease car application outlines how people who are eligible for blue light use can apply. Secondly the line manager & director responsible for that individual must sign off the blue lights in relation to function within the organisation.

Operations use and deployment of these individuals is tracked by the emergency dispatch centre. Vehicles are installed with permanently fitted blue lights and communications equipment which allows for automated vehicle tracking. The Operations management team oversee the individuals performance and deployment of staff.

The Finance team fulfil the requirement for P11D reporting and Payroll/Fleet jointly administer reimbursement of mileage claims for business and blue light mileage returns.

5. I understand the Trust has a number of ford fiestas for lease cars. Please can you provide the total cost break down for one of these individual vehicles to the Trust.

There is only one Ford Fiesta used as a lease car. We cannot advise which part of the table above this user is in as this could provide potentially identifiable information.

6. Can you provide the make /model of the highest cost lease vehicle to the Trust, the directorate that it sits in and the banding of the manager.

Please see the table in question 1 above.

7. Please can you provide the cost of fitting blue lights to lease cars in this financial year and a list of all lease car make/models that are blue light enabled in the Trust.

Please see the attached spreadsheet which shows the information on blue light enabled cars.

A lot of the blue lights are recycled – they are taken off the person's old lease car and then installed on their new one. The cost of fitting a lease car with blue lights is currently £1,570 plus VAT.

I hope you find this information helpful.

If, for whatever reason you are unhappy with our response, you are entitled to pursue any dissatisfaction through South East Coast Ambulance NHS Foundation Trust's (SECamb) Internal Review Procedure at:

South East Coast Ambulance Service NHS Foundation Trust
40-42 Friars Walk
Lewes
East Sussex
BN7 2XW
Email:complaints@secamb.nhs.uk

Should you remain unhappy with the outcome of any such internal review , you may request a decision from the Information Commissioner at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

If I can be of further assistance to you, please do not hesitate to contact me, quoting the above reference number.

Yours sincerely

Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust