

FOI 011/2023 Response

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

	2018-19	2019-20	2020-21	2021-22	2022-23
No. of Staff Using Scheme (Deductions made during the year)	32	21	30	35	31
% of Total Staff (Using 4000 as an average)	0.80%	0.53%	0.75%	0.88%	0.78%
Average Value of Vouchers Claimed	541.67	477.08	581.58	979.17	1180.55
No. of failed claims leaving debt	<i>Any debts have been cleared to date, so unable to provide</i>				

a) how many staff members used the Cycle to Work scheme?

Please refer to the response provided in question 1.

b) what percentage of staff was this?

Please refer to the response provided in question 1.

c) what was the average value of the vouchers claimed on the scheme?

Please refer to the response provided in question 1.

d) what was the number of those who took up the scheme, who then failed to complete, leaving the Council with costs?

Please refer to the response provided in question 1.

2) what tools does the organisation use to encourage cycling for their staff:

a) on a work basis

The Trust promotes the green plan and agenda, bike shops for staff to have bikes looked at and small repairs carried out, bike racks, on site showers facilities.

b) on a leisure/health basis

Please refer to the response provided in 2a

3) with regards to staff, does the organisation -

a) have any monitoring for what modes of transport staff use

i) for their journey to work

Staff can take various forms of transport however, they do not need to record what form of transport was taken.

ii) for journeys during work time-

Staff can take various forms of transport however, we would only hold the details of claimed mileage, whether this be by car or cycling.

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

Not able to be provided at this time as we don't explicitly hold the requested data.

4) how many of the following does the organisation have available for staff use

a) pedal cycles

NIL (0)

b) electric bikes

NIL (0)

c) motorbikes

NIL (0)

d) internal combustion cars

10

e) electric or hybrid cars

3

f) internal combustion vans

50

g) electric or hybrid vans

8

h) heavy trucks

0

5) Does the organisation mileage scheme clearly state the claim rate for cycling?

Type of vehicle/allowance	Annual mileage up to 3,500 miles (standard rate)	Annual mileage over 3,500 miles (standard rate)	All eligible miles travelled (see paragraph 17.15 and Table 8)
Car (all types of fuel)	56 pence per mile	20 pence per mile	
Motor cycle			28 pence per mile
Pedal cycle			20 pence per mile
Passenger allowance			5 pence per mile
Reserve rate			28 pence per mile
Carrying heavy or bulky equipment			3 pence per mile

6) how many cycling miles have been claimed by the organisation's staff in the past five years

- **Not Recorded**

Regarding your current cycle to work scheme -

a) what scheme is currently in place-

- **Salary Extras for the Cycle to Work scheme**

b) what is the maximum limit on the cost of a bike, if a limit is currently in place as above

- **NIL (0)**