

3 March 2020

Information Rights & Compliance Team  
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Our Ref: EIR/0005

Thank you for your request concerning our carbon reduction for staff travel.

Your request has been considered and processed in accordance with the requirements of the Environmental Information Regulation 2004.

- (1) What is the current carbon reduction strategy and policy for your Trust relating to transport used by staff? Please supply a copy of your transport policy.**

We do not have a carbon reduction strategy or policy relating to transport used by staff.

Please see attached our Transport Policy.

- (2) What proportion of staff in community services travelled by public transport, walking or by bicycle in 2019? (Please provide documentation excel format)**

We do not hold this information<sup>1</sup>.

Please be advised that the EIRA does not oblige a public authority to create information to answer a request if the requested information is not held or exist.

- (3) What was the spending on mileage for staff travelling by car in 2019 (please include spending on commute and spending on travel within shifts separately if possible) (Please provide documentation excel format)**

Expenses occurred on the commute to work base cannot be claimed.

Total mileage expensed for 2019 was £1,535,463.

- (4) What was the spending on mileage for staff travelling by public transport in 2019 (please include spending on commute and spending on travel within shifts separately if possible)? Please provide documentation excel format)**

Expenses occurred on the commute to work base cannot be claimed.

Total public transport expensed for 2019 was £60,715.

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<sup>1</sup> Regulation 12(4)(a) a public authority may refuse to disclose information to the extent that it does not hold that information when an applicant's request is received;

Should you require further clarification, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust's complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

*Sue Smith*

**Sue Smith**  
**Information Rights Officer**

Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).

