

**Freedom of Information Act Disclosure log
- Reply Extract**

File reference	W21FOI094
Key words	Car Leasing, Grey Fleet, Salary Sacrifice Benefits
Date of release	10/06/2021
Attachments	No

You asked

Car Leasing

1) **Does your organisation offer staff the ability to lease a car for private use? If so, please provide the following information for each supplier contract:**

a. **Supplier name**

Fleet Solutions

b. **Contract start date (dd/mm/yy)**

There is no formal agreement between Fleet Solutions and the Trust. Every vehicle agreed is a contract for that particular vehicle.

c. **Contract end date (dd/mm/yy)**

As per 1b

d. **Name of framework the supplier was procured through**

Not applicable

e. **Number of employees with a lease car in March 2021?**

349

2) **Please provide the contact details of the individual within the organisation responsible for the car leasing contract:**

a. **Name**

b. **Job title**

Not applicable as per 1b.

Grey Fleet (employees that drive their own cars for business)

- 3) Do any employees at your organisation claim Grey Fleet mileage reimbursement?

Yes

- a. If so how many employees claimed during 19/20 (April 2019 – March 2021)?

685

- 4) If applicable, please state the total cost to the organisation in 19/20 of paying Grey Fleet reimbursements to employees who opt not to have lease cars (excluding employee salaries)

£269,871.10

- 5) Does your organisation have a Grey Fleet Policy?

No. However, the Guide to Expenses and Allowance Rate guidelines covers the use of an employee's private vehicle.

- 6) In the table below, please state when your organisation last undertook the following Duty of Care checks on your grey fleet drivers?

Duty of Care Check	Date of last check
DVLA Driving Licence Checks	The Trust does not hold this information in a searchable format.
MOT	As above
Business Use Insurance Checks	As above
Road Fund Licence Checks	As above

Salary Sacrifice Benefits

- 7) For each of the following Salary Sacrifice benefits offered to staff at your organisation, please state the name of the supplier, contract start and end dates, framework the provider was procured through and number of staff using the benefit.

Salary Sacrifice Benefit	Supplier	Contract Start Date (dd/mm/yy)	Contract End Date (dd/mm/yy)	Framework	No. of staff using benefit in the last 12 months
Home Technology	Vivup	03/02/2020	02/02/2022	Not Applicable	1227
Holiday Packages at home and abroad	Not currently available	Not applicable	Not applicable	Not applicable	Not applicable

8) Does your organisation have an external Employee Assistance Programme (EAP)?

a. If yes, who is the provider?

Vivup

Attachments included: No