

Department of Energy & Climate Change

55 Whitehall

London SW1A 2HD

www.decc.gov.uk

Our Ref: 13/0496

13 May 2013

Thank you for your email of 11 April, where you asked if we give out gift cards to staff for performance related reasons or any other reasons. You also asked:

"I would like to understand if you give out giftcards to staff for performance related reasons or for any other reasons. If you do I would like to understand:

The rationale for giving gift cards to staff when we are in this period of economic austerity and are cutting people benefits as well as freezing pays for most of the public sector. It is basically a bonus by another name.

*The types (i.e Company) of gift cards given out to staff in the past 3 calender years
The value of the gift cards given out in the past 3 calendar years (the total and no of each demonication of gift card given out)
The grades of staff that these were given and the number of staff in each grade*

I would also like to understand if the purchase of these gift cards is done in house or is outsourced?

If it is outsourced I am keen to understand the supplier, the value of this contact in total and by each year. Also the contract advertisement date, method of advertisement (i.e OJEU website or advertising portal), retender date and the length of the contract."

Freedom of Information Act 2000

Your request has been handled under the Freedom of Information Act 2000 ('the Act'). Under the Act you have the right to:

- know whether we hold the information you have requested and;
- be provided with that information (subject to any exemptions under the Act which may apply).

Detailed below is the response to your questions.

The Department of Energy and Climate Change (DECC) does not hold any information relating to gift cards. DECC does operate gift vouchers and for the purposes of the request has provided this information as detailed below. The purchase of gift vouchers is carried out in house using Government Procurement Cards where possible at no additional cost.

The information requested on the gift vouchers awarded since 1 April 2010 to 31 March 2013 is detailed in Tables 1 and 2 below.

These awards are in-line with HMT Pay Guidance and are a cost effective way of helping to both drive and recognise staff's exceptional contributions, as they are not consolidated into staff's basic pay.

Table 1 – Type, denomination and value of gift vouchers

Sum of Value of award	Value of award					Grand Total
	£15	£20	£25	£50	£200 - Team	
Amazon voucher	1515	4060		700	200	6475
Book token Waterstones				50		50
Book tokens			400	150		550
M & S Voucher			300	150		450
Vouchers paid for on GPC		180				180
Grand Total	£1,515	£4,240	£700	£1,050	£200	£7,705

Table 2 – Grades of staff awarded gift vouchers

Count of Value of award	Description of award					Grand Total
	Amazon Vouchers	Book token Waterstones	Book tokens	M&S Vouchers	Vouchers paid for on GPC	
AO	13		2			15
EO	36		3	3		42
HEO	95		4	3	5	107
FAST STREAM	17		2	1	1	21
SEO	58	1	4	2	2	67
GRADE 7	70		3	4		77
GRADE 6	26		1	2	1	30
SCS	2					2
Contractor	1					1
TEAM	1					1
Grand Total	319	1	19	15	9	363

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Information and Security Rights Team (DECC Shared Service)

Department of Business, Innovation & Skills

Victoria 3, 5th Floor

1 Victoria Street

London SW1H 0ET

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Email: foi@decc.gsi.gov.uk

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

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