

30 June 2016

██████████

By email

████████████████████

Wellington House
133-155 Waterloo Road
London SE1 8UG

T: 020 3747 0000
E: nhsi.enquiries@nhs.net
W: improvement.nhs.uk

Dear ██████████

Request under the Freedom of Information Act 2000 (the “FOI Act”)

I refer to your email of **3 June 2016** in which you requested information under the FOI Act from NHS Improvement. Since 1 April 2016, Monitor and the NHS Trust Development Authority (“the NHS TDA”) are operating as an integrated organisation known as NHS Improvement. References in this letter to NHS Improvement are references to both Monitor and the NHS TDA.

In your email of 3 June 2016, you indicated that you had previously requested information from NHS Improvement on 8 April 2016 and had not received a response within the 20 day deadline. I can confirm that NHS Improvement had not received this request and that 3 June 2016 was the first sight we had of this request. NHS Improvement’s IT team are looking into this and we will provide you with further details once the investigation has been completed.

Your request

You made the following request:

*“I’m writing to request information under the Freedom of Information Act. The nature of my request relates to the **Procurement and Usage of Vehicle Hire** and I’ve detailed below the information sought:*

- 1. What is the annual spend on vehicle hire at NHS Improvement?*
- 2. What proportion (%) of your annual spend on vehicle hire relates to cars and light commercial vehicles up to 3.5t?*
- 3. Who is the person within NHS Improvement responsible for vehicle hire services? (Please provide name, job title, telephone, email and address details)*
- 4. Who are your current suppliers for vehicle hire?*
- 5. When are your current vehicle hire arrangements due to expire?”*

Decision

NHS Improvement holds some of the information that you have requested and has decided to release the information as set out in the responses to your questions below.

Question 1

NHS Improvement does not corporately hire vehicles on a regular basis and therefore we do not collect specific data in relation to vehicle hire spend. However, our expenses system indicates that between 2012 to May 2016, £141.91 has been spent in total on car hire. The figure provided is the amount which has been claimed back by Monitor staff by way of expenses. There is no equivalent figure for NHS TDA.

Question 2

As explained above, NHS Improvement does not collect data on vehicle hire.

Questions 3, 4 and 5

NHS Improvement does not hire vehicles on a regular basis and therefore does not have allocated suppliers, hire arrangements nor do we have an allocated person who deals with vehicle hire services.

Review rights

If you consider that your request for information has not been properly handled or if you are otherwise dissatisfied with the outcome of your request, you can try to resolve this informally with the person who dealt with your request. If you remain dissatisfied, you may seek an internal review within NHS Improvement of the issue or the decision. A senior member of NHS Improvement's staff, who has not previously been involved with your request, will undertake that review.

If you are dissatisfied with the outcome of any internal review, you may complain to the Information Commissioner for a decision on whether your request for information has been dealt with in accordance with the FOI Act.

A request for an internal review should be submitted in writing to FOI Request Reviews, NHS Improvement, Wellington House, 133-155 Waterloo Road, London SE1 8UG or by email to nhsi.foi@nhs.net.

Publication

Please note that this letter will shortly be published on our website. This is because information disclosed in accordance with the FOI Act is disclosed to the public at large. We will, of course, remove your personal information (e.g. your name and contact details) from the version of the letter published on our website to protect your personal information from general disclosure.

Yours sincerely,

A handwritten signature in blue ink that reads "S. Murray". The signature is written in a cursive style with a long horizontal stroke at the end.

Steven Murray
Head of Internal Finance