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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board

Cadeirydd/Chair: **Emma Woollett**
Prif Weithredwr/Chief Executive: **Mark Hackett**

gofalu am ein gilydd, cydweithio, gwella bob amser
caring for each other, working together, always improving

Rydym yn croesawu gohebiaeth yn y Gymraeg ac yn y Saesneg. We welcome correspondence in Welsh or English.

Dyddiad/Date: 10th June 2021
Ein Cyf / Our Ref: 21-E-021

☎ 01639 648363

✉ FOIA.Requests@wales.nhs.uk

[REDACTED]

Corporate Services
Headquarters
1 Talbot Gateway
Baglan
Port Talbot, SA12 7BR

[REDACTED]

I refer to your Freedom of Information Act Request acknowledged by ourselves on 17th May 2021. Your request sought information relating to car leasing and fleet.

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**
 - b. Contract start date (dd/mm/yy)**
 - c. Contract end date (dd/mm/yy)**
 - d. Name of framework the supplier was procured through**
 - e. Number of employees with a lease car in March 2021?**
- 2. Please provide the contact details of the individual within the organisation responsible for the car leasing contract:**
 - a. Name**
 - b. Job title**

I can confirm that Swansea Bay Health Board does not hold this information. Car Leasing is managed on an All Wales basis by NHS Wales Shared Services Partnership (NWSSP).

I recommend you contact Tim Knifton, Information Governance Manager at NWSSP who may be able to assist you with this information on shared.services@wales.nhs.uk

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

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



Pencadlys BIP Bae Abertawe, Un Porthfa Talbot, Port Talbot, SA12 7BR / Swansea Bay UHB Headquarters, One Talbot Gateway, Port Talbot, SA12 7BR

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Swansea Bay University Health Board is the operational name of Swansea Bay University Local Health Board

- a. If so how many employees claimed during 19/20 (April 2019 – March 2021)?
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)
5. Does your organisation have a Grey Fleet Policy?
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	
MOT	
Business Use Insurance Checks	
Road Fund Licence Checks	

I can confirm that Swansea Bay Health Board does not hold this information. Grey Fleet is managed on an All Wales basis by NHS Wales Shared Services Partnership (NWSSP).

I recommend you contact Tim Knifton, Information Governance Manager at NWSSP who may be able to assist you with this information on shared.services@wales.nhs.uk

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
Childcare Vouchers	Edenred	n/a - no contract in place. Managed on a legacy basis			n/a - closed to new applications
Cycle to Work	This scheme is managed on an All Wales basis by NWSSP. Please see question 1 for contact details.				

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

No

a. If yes, who is the provider?

Not applicable



I hope this information is helpful. If you require anything further please contact us at FOIA.Requests@wales.nhs.uk.

Under the terms of the Health Board's Freedom of Information policy, individuals seeking access to recorded information held by the Health Board are entitled to request internal review of the handling of their requests. If you would like to complain about the Health Board's handling of your request please contact me directly at the address below or register your complaint via FOIA.Requests@wales.nhs.uk.

If after Internal Review you remain dissatisfied you are also entitled to refer the matter to the information commissioner at the Information Commissioner's Office (Wales), 2nd Floor, Churchill House, Churchill Way, Cardiff, CF10 2HH. Telephone Number: 029 2067 8400.

Yours sincerely



Pam Wenger
Director of Corporate Governance

