

Freedom of Information request 460-19

Request

How much has your health authority spent on in the last 5 years (since Oct 1 2014):

- 1) Private hire taxis
- 2) First class planes
- 3) First class trains
- 4) Ferries

Could the information be broken down year-by-year please?

Response

1. Expenditure incurred to Private Taxi Contractors is detailed in the following table:

	01.10.14- 30.09.15	01.10.15- 30.09.16	01.10.16- 30.09.17	01.10.17- 30.09.18	01.10.18- 30.09.19
Private Hire Taxis	£121,350	£141,651	£175,882	£186,689	£214,982

NHS Borders use taxis for a variety of reasons. This can include patient transport, transfer of equipment, urgent transportation of laboratory samples, x-rays from radiology and patient case notes.

2 & 3 The Board does not record the 'class' of travel booked therefore under Section 17 of the FOI(S)A 2002 this information cannot be supplied.

The NHS Borders Guidelines for Business Travel provides the following guidance to staff and managers

- Staff and managers should:
 - Keep travel to a minimum and only undertake journeys when absolutely necessary
 - Consider what alternatives there are to making the journey
 - If travel is absolutely necessary use the most cost effective method of undertaking the journey.
- Staff should:
 - Ensure that any business travel undertaken is an agreed part of their role or approved by their line manager prior to undertaking journeys
 - Check if others are undertaking the same journey - car share if possible
- Managers should:
 - Ensure staff are aware of and use the most cost effective methods of travel
 - Ensure travel is agreed with the member of staff before the journey is made
 - Review staff travel claims before signing-off to ensure the journeys made were essential and have been made in most cost effective manner
 - On an annual basis, with the support of the departments Directorate Accountant, review the use of any pool vehicles to ensure the department is getting value for money from them.

4. NHS Borders does not record the use of ferries as part of the travel analysis within the National Finance or Expenses Systems therefore under Section 17 of the FOI(S)A 2002 this information cannot be provided.

If you are not satisfied with the way your request has been handled or the decision given, you may ask NHS Borders to review its actions and the decision. If you would like to request a review please apply in writing to, Freedom of Information Review, NHS Borders, Room 2EC3, Education Centre, Borders General Hospital, Melrose, TD6 9BS or foi.enquiries@borders.scot.nhs.uk.

The request for a review should include your name and address for correspondence, the request for information to which the request relates and the issue which you wish to be reviewed. Please state the reference number **460-19** on this request. Your request should be made within 40 working days from receipt of this letter.

If following this review, you remain dissatisfied with the outcome, you may appeal to the Scottish Information Commissioner and request an investigation of your complaint. Your request to the Scottish Information Commissioner should be in writing (or other permanent form), stating your name and an address for correspondence. You should provide the details of the request and your reasons for dissatisfaction with both the original response by NHS Borders and your reasons for dissatisfaction with the outcome of the internal review. Your application for an investigation by the Scottish Information Commissioner must be made within six months of your receipt of the response with which you are dissatisfied. The address for the Office of the Scottish Information Commissioner is, Office of the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife.