

Freedom of Information request 519-19

Request

I am writing to make a freedom of information request for the following information;
In the last 7 years;

- 1) How many NHS Borders employees have incurred early termination fees as a result of returning a NHS Borders lease car?
- 2) Please detail the cost of the penalty fees incurred
- 3) Please detail the number of employees for whom the early termination fee as a result of returning a NHS Borders lease car has been waived
- 4) Please detail the all the reasons why the penalty fees have been waived

Response

- 1-3 NHS Borders do not hold a central register with details of termination fees charged by the lease companies and whether those were met by the Board or the employer. This information is held within paper and electronic records and to extract this data would require a manual trawl of all invoices and the cost of carrying out this work would exceed the limit set in the Fees Regulations of the FOI(S)A 2002 and therefore we are not required to provide.
4. The reasons a penalty fee is waived is as detailed in the Lease Car Policy which include the following:
- Death in Service
 - Retirement due to Ill health
 - Redundancy
 - Retirement in the interest of the efficiency of the service
 - Internal movement by the Board to a post without car user status
 - Voluntary Retiral
 - Age Retiral

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 **519-19** 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.