



**The Clatterbridge
Cancer Centre**
NHS Foundation Trust

Clatterbridge Road
Bebington
Wirral
CH63 4JY

Tel: 0151 556 5000
Web: www.clatterbridgecc.nhs.uk

Date: 22 November 2018

Re: Freedom of Information Request
Ref: 227- 2018

Thank you for your email dated 28th October 2018 providing clarification of the above mentioned FOI request.

The information that you require is as follows:

1. Please provide statements for all purchase cards, 'p-cards', or any other credit or debit cards paid out using public funds, used by or for executive directors for the two years April 2016 – March 2017, and April 2017 – March 2018. Please ensure information is provided for the two separate years. I am also requesting receipts for these expenses.

Executive Directors are not issued with any purchase, credit or debit cards at The Clatterbridge Cancer Centre NHS Foundation Trust.

2. Please also provide details of all spending by executive directors using their own money which is then then claimed back from public funds for the two years April 2016 – March 2017, and April 2017 – March 2018. Please ensure information is provided for the two separate years. I am also requesting receipts for these expenses.

Job Title	2016-17	
Chief Executive	Mileage & Parking claims	£1,638
Deputy Chief Executive/Director of Finance	Mileage & Parking claims	£316
Director of Nursing & Quality	Mileage & Parking	£513

	claims	
Medical Director	Mileage & Parking claims	£1,463
	Subsistence	£ 1,298
Director of Transformation & Innovation	Mileage & Parking claims	£424

Job Title	2017-18	
Chief Executive	Mileage & Parking claims	£1,035
Deputy Chief Executive/Director of Finance	Mileage & Parking claims	£374
	Subsistence	£78
Director of Nursing & Quality	Mileage & Parking claims	£578
Medical Director (1) from 01.04.17 to 31.10.17	Mileage & Parking claims	£771
Medical Director (2) from 01.11.17 to 30.11.17	Mileage & Parking claims	£208
Medical Director (3) from 01.12.17 to 31.03.18	Mileage & Parking claims	£265
Director of Transformation & Innovation	Mileage & Parking claims	£501

Following a scoping exercise completed by our Workforce & Organisational Development Department, it has become evident that in order to meet the full requirements of this question, there would be a significant impact on both time and workload within the Trust. The Clatterbridge Cancer Centre collates all car related claims such as mileage, tunnel fees and car parking collectively under mileage and parking claims. Although the Trusts expenses system is electronic, in order to collate this information for the seven positions reported on above, each expenses item would have to be individually accessed, checked, downloaded and saved as a recognisable file to link with the information requested. It is estimated that this would take in excess of 18 hours.

Section 12 of the Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the 'appropriate limit', which for local authorities is £450, or 18 hours (at £25 per hour). This represents the estimated cost of one person spending 2.5 working days locating the documents that contain the information and extracting the relevant information containing it. This would take considerable time and cost which we estimate will exceed the "appropriate limit".

3. Please also provide details of all spending on behalf of that individual, by the trust, for the two years April 2016 – March 2017, and April 2017 – March 2018. Please ensure information is provided for the two separate years. I am also requesting receipts for these expenses.

The Clatterbridge Cancer Centre has not made payments for individuals between April 2016 and March 2018.

Should you require any further information please do not hesitate to contact me on the email address provided below.

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

If you are dissatisfied with the handling of your request, you have the right to ask for this to be investigated internally.

If you are dissatisfied with the information you have received, you have the right to ask for an internal review.

Both processes will be handled in accordance with our Trust's Freedom of Information Policy and the Freedom of Information Act 2000.

Internal investigation and 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: Freedom of Information Review, The Clatterbridge Cancer Centre NHS Foundation Trust, Clatterbridge Road, Bebington, Wirral, CH63 4JY

If you are not satisfied with the outcome of the internal investigation/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.

In order for us to ensure customer satisfaction and to monitor compliance with the Freedom of Information Act 2000, we would be grateful if you could take a couple of minutes to complete a short feedback form via the link below:

<https://www.surveymonkey.co.uk/r/H39RFMM>