



FOI 3100

Date 20/06/2024

Dear Requester,

Thank you for your Freedom of Information request. Please note, this is a cross-site response for Bedford site and Luton site.

You asked:

Please tell me how many staff at Bedford hospital are claiming the mileage allowance for using their private vehicles specially in relation to the condition under s19 of the Agenda for Change in respect of claiming their full journey from home to temporary places of work (not deducting the distance from normal workplace to home)

Please specify the department / business area and grade the staff member claiming / receiving the payments work at.

The answer is zero.

Firstly, we believe you are referring to an archived handbook or an FAQs document as section 19 of the current [NHS T&Cs Handbook](#) (formerly Agenda for Change handbook) is not specifically relating to travel expenses/mileage.

All our staff have an assigned base on ESR, this allows us to calculate their home-base / base-home commute which is deducted from their daily total mileage (as detailed within 17.15 of the T&Cs Handbook). If a member of staff is asked to work at another location that is not their contractual base, they will be reimbursed for their mileage (deducting their home-to-normal-base commute).

If a staff member is relocated to an alternative location as part of a change management process (thus their base is changed), they will be reimbursed 'excess mileage' as part of a pay protection arrangement if their daily commute distance is extended (as per section 17.17 of the T&Cs Handbook). This amount is calculated using the home-old base amount.

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Please note that the Trust has a formal internal review and complaints process which is managed by the Information Governance Manager/Data Protection Officer. Should you have any concerns with our response, you can make a formal request for an internal review. Requests for internal review should be submitted within three months of the date of receipt of the response to your



original letter, and should be addressed to: dataprotectionofficer@ldh.nhs.uk. This option is available to you for up to three calendar months from the date your response was issued.

If you are not satisfied with the Trust review under the Freedom of Information Act 2000 you may apply directly to the Information Commissioners Officer (ICO) for a review of your appeal decision. The ICO can be contacted at: ICO, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
www.ico.org.uk

Yours sincerely,

FOI Officer

Bedfordshire Hospitals NHS Foundation Trust