



WILTSHIRE POLICE

Force Disclosure Unit
Police Headquarters
London Road
DEVIZES
Wiltshire
SN10 2DN

Date: 3rd July 2023

Ref: FOI 2023/439

Dear,

I write in connection with your request for information dated 15th April 2023 concerning the Cycle to Work scheme. My apologies for the delayed response.

I am required by the Freedom of Information Act 2000 to handle all requests in a manner that is blind as to the identity and motives of the requestor. Any information released as a response to a request is regarded as being published and therefore in the public domain without caveat.

Your request for information has now been considered and after having consulted Facilities, Fleet and our Finance departments – I am now able to respond as follows.

You wrote & our response:

This is a data request both under the Freedom of Information Act and the Environmental Information Regulations.

In consideration of the climate crisis, I would like to request the following information about how the organisation is enabling staff to reduce their emissions through sustainable transport, and more specifically, cycling.

1) over the past five years, broken down by year -

a) how many staff members used the Cycle to Work scheme?

Financial Year	18/19	19/20	20/21	21/22	22/23
Salary Sacrifice started in year	34	21	30	19	28

b) what percentage of staff was this?

Number of employees: 2,310

Financial Year	18/19	19/20	20/21	21/22	22/23
% using Cycle to Work Scheme (to nearest 1%)	1%	1%	1%	1%	1%

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c) what was the average value of the vouchers claimed on the scheme?

Financial Year	18/19	19/20	20/21	21/22	22/23
Average Value of Vouchers Claimed on Scheme	£880	£778	£732	£803	£946

d) what was the number of those who took up the scheme, who then failed to complete, leaving the organisation with costs?

Zero, any balance owed is deducted from final months' salary.

2) what tools does the organisation use to encourage cycling for their staff -

a) on a work basis

b) on a leisure/health basis

The Police estate provides for storage of cycles, shower, changing and kit storage facilities.

3) with regards to staff, does the organisation -

a) have any monitoring for what modes of transport staff use -

i) for their journey to work

Not currently monitored, however, the force has the intention to capture voluntary information via staff survey for the purpose of greenhouse gas reporting in future.

ii) for journeys during work time

The force is installing a telematics system in force vehicles during 23/24 to improve vehicle utilization.

b) and if this data is recorded, I request a copy of such data as detailed as it can be reasonably given, while still protecting personal data rights

N/A.

4) how many of the following does the organisation have available for staff use

a) pedal cycles – 51

b) electric bikes – 15

c) motorbikes – 15

d) internal combustion cars – 428

e) electric or hybrid cars – 15

f) internal combustion vans – 99

g) electric or hybrid vans – Zero

h) heavy trucks – 1

5) does the organisation mileage scheme clearly state the claim rate for cycling

No, we don't pay mileage for cycling.

6) how many cycling miles have been claimed by the organisation's staff in the past five years

Zero.

7) Regarding your current cycle to work scheme -

a) what scheme is currently in place

Scheme currently administered by Blackhawk Network.

b) what is the maximum limit on the cost of a bike, if a limit is currently in place

Maximum limit was £1k to 31/12/22, from 01/01/23 maximum limit increased to £3k.

I am satisfied that all the relevant information has been passed to me and been considered in the light of your request within the time constraints applicable under the legislation.

Wiltshire Police would like to thank you for the interest that you have shown in the Force.

Yours sincerely,

Force Disclosure Decision Maker

Wiltshire Police offers a re-examination of your case under its review procedure.



Force Disclosure Unit

Wiltshire Police HQ, London Road, Devizes, Wiltshire SN10 2DN
Telephone 101

Freedom of Information Request Appeals Procedure

1. Who Can Ask for a Review

Any person who has requested information from Wiltshire Police, which has been dealt with under the Freedom of Information Act, is entitled to complain and request an internal review, if they are dissatisfied with the response they received.

2. How to Request a Review

Requests for review of a Freedom of Information request must be made in writing to the:

Force Disclosure Unit
Wiltshire Police Headquarters,
London Road, Devizes,
Wiltshire,
SN10 2DN

Email at disclosure@wiltshire.police.uk.

The reference number, date of the request and details of why the review is being requested must be included. Requests for review should be brought to the attention of the Force Disclosure Unit within 20 working days of the Force's response to the original FOI request.

3. Review Procedure

Receipt of a request for review will be acknowledged in writing to include confirmation of the reasons for the review. The review will be conducted by another Decision Maker, who is independent from the original Decision Maker. The Force Disclosure Unit will set a target date for a response. The response will be made as soon as is practicable with the intention to complete the review within twenty working days. In more complex cases the review may take up to 40 working days.

The Independent Decision Maker will conduct a review of the handling of the request for information and of decisions taken, including decisions taken about where the public interest lies in respect of exempt information where applicable. The review enables a re-evaluation of the case, taking into account the matters raised by the complaint.

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4. Conclusion of the Appeal

On completion of the review the Independent Decision Maker will reply to the complainant with the result of the review. If the complainant is still dissatisfied following the review, they should contact the Information Commissioner to make an appeal. The Information Commissioner can be contacted via the following details:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Tel: 01625 545 700
Fax: 01625 524 510
Email: mail@ico.gsi.gov.uk