

Date: 27/07/2015

**FREEDOM OF INFORMATION REQUEST FOI/012316 – Annual report, business travel**

**On page 19 of your 2013/14 Annual Report there is an item for Business Travel. The cost given is £774,000. I would like to know the following:**

- 1. The amount of this total that was airfares**
- 2. The amount of this total that was airfares incurred by non-medical staff.**

The Trust only centrally electronically records travel, not travel by type. To retrieve this information would involve every individual claim per person would have to be retrieved from paper travel forms. For the Trust to pull all paper travel forms for 2013/2013 and retrieve the specific information requested would take more than the 18 hours of recommended FOI time and therefore the cost limit to provide that information. The Trust will unfortunately be required to use exemption Section 12(1) - Cost Exceeds the Appropriate limit. Please note however that the majority of the costs will be for car travel.

However, as you have stated the Trust does publish the total cost of business travel, in the public interest, within its Annual Report.