**FOI Ref: 6635**

**Category(ies): Trust – Car Parking**

**Subject: Staff Transport Services**

**Date Received: 27/09/2022**

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| **Your request:** | **Our response:** |
| I would like to request the following information please. Where possible, could this be provided in a spreadsheet: |
| Do you have a staff transport service? If yes: | No |
| What is the annual budget and spend for staff transport? | N/a |
| When is the contract up for renewal? | N/a |
| Which companies provide your transport services? | N/a |
| How many staff use the transport service? | N/a |
| Do you charge staff to use the service? | N/a |
| Is your location well served by public transport for staff shifts? | As with all areas the cuts to public transport during covid have affected availability |
| Have you provided a staff transport service before? If Yes, why did it stop? | No |
| How many staff car parking spaces are available vs. demand? | 1100 spaces available, and 2 permits per space issued. |
| How much do you charge for staff parking, and how much income is generated per year? | Circa £400k,Please note the charges/rates in the below table are per Month

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| **Grade** | **Contracted Hours** | **Rate(wef 1 Jul 20)** | **Car share rate** | **ValuePer day** |
| Apprentices | Free | Free | n/a | n/a |
| Bands 1-4(Salary £23,761 & below) | 18.76 to 37.5≥ | £11.36 | £6.81 | £0.60 |
| Bands 1-4 | ≤18.75 | £5.67 | £3.40 | n/a |
| Bands 1-4 Split site | 0 to 37.5≥ | £5.67 | n/a | n/a |
| Bands 5-8a(Salary £23,762 to £50,819) | 18.76 to 37.5≥ | £22.73 | £13.63 | £1.20 |
| Bands 5-8a | ≤18.75 | £11.36 | £6.81 | n/a |
| Bands 5-8a Split site | 0 to 37.5≥ | £11.36 | n/a | n/a |
| Bands 8b and above(Salary £50,820 & above) | 18.76 to 37.5≥ | £34.08 | £20.45 | £1.80 |
| Bands 8b and above | ≤18.75 | £17.04 | £10.22 | n/a |
| Bands 8b and aboveSplit site | 0 to 37.5≥ | £17.04 | n/a | n/a |
| Preferential space | n/a | £45.46 | £27.28 | n/a |

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| Are you planning construction work that will affect your car park capacity? If so, when? | If funding becomes available |
| Are your car parking spaces allocated? If so, what is the allocation process and what % are used? | No |
| Please explain how you procure transport services. | N/a |
| Please identify any frameworks and or buying groups that your organisation is a part of. | N/a for Transport requirements |
| Which department is responsible for staff transport? | Estates and facilities |
| How many staff members are in the transport team? | 2 |
| What job role is responsible for managing the transport budget? | Trust security & car parking manager |