

Our Ref: 377/2022

September 2022

## Re: Your request made under the Freedom of Information Act 2000

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:

What is the annual budget and spend for staff transport?

The Trust operates a number of shuttle services across its three main sites

- DRI
- Mexborough
- Bassetlaw

The services we run to accommodate the journey requirements for staff, patients and visitors are

- Park and Ride shuttle service
- Mexborough/DRI shuttle
- Bassetlaw DRI shuttle

The total annual spend for all three services equates to £448,272

When is the contract up for renewal?

Both the Park and Ride and Mexborough shuttles contracts are due for renewal in September 2024. The Bassetlaw shuttle is an internally run service.

Which companies provide your transport services?

Wilfreda Beehive

How many staff use the transport service?

Currently we do not have that data available

Do you charge staff to use the service?

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Staff are permitted to travel on all three services free of charge

Is your location well served by public transport for staff shifts?

Yes

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?

We currently operate the parking facilities across the sites with a total of 2,240 spaces

How much do you charge for staff parking, and how much income is generated per year?

Staff are expected to pay the relevant tariff for the length of stay;

- 1 hour - £1.60
- 2 hour - £2.90
- 4 hour - £4.20
- 6 hour - £5.10
- 8 hour - £8.70

There is a free off-site parking provision provided at the park and ride site with 400 spaces

Are you planning construction work that will affect your car park capacity? If so, when?

The majority of capital developments we are currently undertaking impact on the levels of car parking availability

Are your car parking spaces allocated? If so, what is the allocation process and what % are used?

We provide allocated for parking for staff. This is distributed via a waiting list system of which is currently sitting at a 4 year wait

Please explain how you procure transport services.

Via the procurement department and tendering process

Please identify any frameworks and or buying groups that your organisation is a part of.

Crown commercial Services CCS



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Which department is responsible for staff transport?

This falls under the remit of the Trusts Transport Department which is part of the Estates and Facilities Directorate

How many staff members are in the transport team?

34

What job role is responsible for managing the transport budget?

Transport Manager