

FOI_0889_2022-23 – FOI Request Concerning – Staff Transport Services

1. Do you have a staff transport service? If yes:

No

2. What is the annual budget and spend for staff transport?

No central budget, although individual departments may spend on staff travel from their budgets.

3. When is the contract up for renewal?

N/A

4. Which companies provide your transport services?

N/A

5. How many staff use the transport service?

N/A

6. Do you charge staff to use the service?

N/A

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

Yes

8. Have you provided a staff transport service before? If Yes, why did it stop?

Not in recent years.

9. How many staff car parking spaces are available vs. demand?

We don't have dedicated staff spaces as our car parks are currently mixed use.

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

We do not charge staff to park.

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



Not planning any currently.

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

At present spaces are not allocated, apart from Blue Badge bays, emergency vehicles and drop offs.

13. Please explain how you procure transport services.

In line with Public Procurement Regulations.

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

We do not have any of our own frameworks or buying groups but we have access to all Public Sector Frameworks.

15. Which department is responsible for staff transport?

Estates and Facilities Management.

16. How many staff members are in the transport team?

There is no dedicated team.

17. What job role is responsible for managing the transport budget?

There is no dedicated role responsible.