



**Kent and Medway**

**NHS and Social Care Partnership Trust**

**Information Governance & Records Management Department**

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Dear [REDACTED],

### **Request for Information**

I write further to your request FOI ID 34024 under the Freedom of Information Act 2000 regarding:-

Staff Transport

Your request is set out below:

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

**No**

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

**N/A**

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?

**We are proud to be smoke free**

Trust Chair – Dr Jackie Craissati  
Chief Executive – Helen Greatorex

N/A

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

N/A

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

**Adequate**

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

**KMPT do not charge staff to park on there site.**

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

N/A

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

N/A

13. Please explain how you procure transport services.

**The Trust procures contracts following the Public Contracts Regulations 2015 and its own internal Standing Financial instructions. The route to market will depend on the value of the contract that is being procured but could include obtaining quotations, an open tender, accessing a Framework Agreement or a full Above Threshold tender.**

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

**The organisation can access any frameworks that have been tendered for by another organisation if they that have either directly named the Trust or included the provision for use by other public sector organisations.**

15. Which department is responsible for staff transport?

N/A

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

N/A

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

N/A

I confirm that the information above completes your request under the Freedom of Information Act 2000. I am also pleased to confirm that no charge will be made for this request.

If you have any questions or concerns or are unhappy with the response provided or the service you have received you can write to the Head of Information Governance at the address on top of this letter. If you are

not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision.

Yours Sincerely

On Behalf of  
The Information Governance Department