

Ref: FOI/GS/ID 7714

**Please reply to:**  
FOI Administrator  
Trust Management  
Maidstone Hospital  
Hermitage Lane  
Maidstone, Kent  
ME16 9QQ  
Email: [mtw-tr.foiadmin@nhs.net](mailto:mtw-tr.foiadmin@nhs.net)  
[www.mtw.nhs.uk](http://www.mtw.nhs.uk)

12 January 2023

## **Freedom of Information Act 2000**

I am writing in response to your request for information made under the Freedom of Information Act 2000 in relation to Staff transport services.

*You asked:*

1. *Do you have a staff transport service? If yes:*
2. *What is the annual budget and spend for staff transport?*
3. *When is the contract up for renewal?*
4. *Which companies provide your transport services?*
5. *How many staff use the transport service?*
6. *Do you charge staff to use the service?*
7. *Is your location well served by public transport for staff shifts?*
8. *Have you provided a staff transport service before? If Yes, why did it stop?*
  
9. *How many staff car parking spaces are available vs. demand?*
10. *How much do you charge for staff parking, and how much income is generated per year?*
11. *Are you planning construction work that will affect your car park capacity? If so, when?*
12. *Are your car parking spaces allocated? If so, what is the allocation process and what % are used?*
  
13. *Please explain how you procure transport services.*
14. *Please identify any frameworks and or buying groups that your organisation is a part of.*
15. *Which department is responsible for staff transport?*
16. *How many staff members are in the transport team?*
17. *What job role is responsible for managing the transport budget?*

The Trust asked for clarification and to date has not received a reply. The following responses are provided without this clarification and to the best of our knowledge.

Trust response:

1. Yes.
2. Exemption 43 has been applied to this question.
3. Currently under review.
4. Streamline.
5. Up to 20 people per vehicle journey.
6. No.
7. At both hospital locations there are good public transport links from the main towns although this is augmented at peak times by the staff shuttle service between Tonbridge Station and Tunbridge Wells Hospital.
8. Yes. 2010-2012 MTW1 staff-only shuttle service between hospitals. Stopped when it became the 6x registered bus service run by Arriva. Feb 2020 – May 2020 Three park and ride bus services to Maidstone and Tunbridge Wells Hospitals. Services ended when car park construction work was complete and due to fall in demand due to Lockdown.
9. Maidstone Hospital: 1261, Tunbridge Wells Hospital: 1088. Demand up to 100% dependant on day and time.
10. £10 per month or £1 per day pay and go. No annual income figure currently available as staff only charged since October 2022.
11. No work currently proposed.
12. No but there are dedicated Blue Badge spaces, EV charging spaces, drop off bays, contractor bays, and a dedicated car park for essential users. Usage up to 100%.
13. Tender process.
14. National Frameworks – Crown Commercial Services, NHS SBS Supply Chain, LPP.
15. Travel Planning. Trust Transport department is responsible for General Transport and G4S are responsible for Patient transport.
16. 1 for Travel Planning.
17. Travel Planner (for staff transport).