

**Dear Birmingham and Solihull Mental Health NHS Foundation Trust,**

**I would like to request the following information please. Where possible, could this be provided in a spreadsheet:**

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

No

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

N/A – please refer to the response in question 1.

**3. When is the contract up for renewal?**

N/A – please refer to the response in question 1.

**4. Which companies provide your transport services?**

N/A – please refer to the response in question 1.

**5. How many staff use the transport service?**

N/A – please refer to the response in question 1.

**6. Do you charge staff to use the service?**

N/A – please refer to the response in question 1.

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

N/A – Information not recorded.

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

No

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

Please see spreadsheet for the number of car parking spaces and note that there has been no identified demand.

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

No charges.

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

No

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

As a general rule it is first come first served with open access and therefore a % of use can not be provided.

**13. Please explain how you procure transport services.**

not procured as the Trust does not have a service

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

N/A

**15. Which department is responsible for staff transport?**

N/A as Trust does not have staff transport

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

The Trust does not have a staff transport team.

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

The Trust does not have a staff transport budget for staff transportation as no such team currently exists in the Trust.