

Freedom of Information Request	FOI 22-407	22 <sup>nd</sup> September 2022
--------------------------------	------------	---------------------------------

**Please disclose the following information under FOI act regarding parking at Royal Gwent hospital**

**1) What is the criteria to provide designated parking to staff in Royal Gwent hospital site?**

It is operated on a first come first served basis.

**2) Among the different categories of staff who are given gated parking? please can you provide copy of the parking registration forms.**

There is a barrier car park to the rear of the Clinical School, Friars Centre, Royal Gwent Hospital which is managed by the Clinical School. There are no dedicated parking spaces at this facility. Spaces can be booked by contacting the Clinical School, who will allocate a space dependent on bookings/spaces for the relevant date/time if you are attending a meeting at the venue.

There is a barriered carpark to Block 9 Management Building and the following have access to this area:

- Managers of designated grade level or above/with peripatetic role
- Medical Doctors with a designated managerial role within divisions
- Temporary access is also given to individuals on a case by case basis for a short term period e.g. such as staff post injury

The process to secure a space is that the Senior Manager will contact the General Managers who will grant access to the carpark based on a collective decision.

There is a small barrier carpark (8 spaces) beside Pathology, Royal Gwent Hospital which operates on a key fob and an intercom system. Access is granted by the Pathology Directorate Manager. The following staff have access to this area:

- Managers who work across multiple sites on a given day
- Staff groups who work across different hospital sites and are required to transport significant amounts of equipment/consumables (includes Point of Care staff and Transfusion Practitioners).
- Health Courier Service drivers also access the carpark when dropping off and collecting samples.

There is a barrier carpark at the Medical Illustration Department. Access to this carpark is granted by the Medical Illustration Department. This carpark is used by Medical Illustration staff who work across multiple sites on a

given day and are required to transport significant amounts of heavy equipment on a daily basis. The carpark can also be accessed using a staff ID badge with appropriate permissions or via an intercom. Patients attending the department can also access it using the intercom system.

There is carpark (on the hill behind Pathology) with a barrier for consultants to use. Any consultant can apply for access to this carpark using their Health Board ID badge or intercom system. Access to this parking area is granted once appropriate checks have been undertaken.

After 18:00 daily barriers to carparks are lifted to allow staff, patients etc. to use the facilities out of hours.

**3) How many parking tickets have been issued by the hospital between 1 July 2021 and 30 June 2022?**

None.

**4) Are the car parks managed by the hospital or a contract has been given to third party?**

Car parks are managed by the Health Board.