

26 November 2025

## **Car Parking Application Process (Criteria for 24 Hour On-Call)**

Following Belfast Trust's response to FOI/352681: I appreciate that the car parking application process has been suspended but I feel it is important to know why the criteria for 24 hour on call was part of the process.

I understand that the Trust has no knowledge of anyone working on-call outside of AFC but please see extract from an email from the Car Parking Team when staff questioned this criteria.

**However, it is clear that there are many staff that work outside this AFC definition of on-call, therefore consideration will be given to those staff who are on-call both inside and outside their normal working hours. Staff will have to demonstrate that their on-call arrangements require them to be regularly on their own site (at least once per month). Their on-call also needs to be time critical (i.e. they need to be onsite within a short period of time) which would directly impact patient safety if they were not able to do so."**

Can you please advise what information the Car Park Team have regarding this on-call that differs from the Belfast Trust's understanding of on-call arrangements. If it turns out that this criteria only fits certain groups outside of AFC then how was this a fair and equal process? Given that the first word on the heading of the car park document issues in 2022 was "Equality".

Car parking access criteria for the Royal Group of Hospitals (RGH) staff car parking application process were developed following engagement with staff via a stakeholder engagement process. Following a request for stakeholders, staff who came forward provided their views regarding car parking access criteria. As part of the stakeholder engagement, various questions were raised and in relation to 24 hour on call arrangements it was clarified that there are medical staff who are on 24 hour on call.

As demand for staff car parking at RGH far exceeds capacity, the views of stakeholders supported the identification of priority criteria that were used to complete a needs-based assessment. In relation to the definition of "on-call" regarding priority criteria, the following is an extract of the FAQs for staff:

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Q. What is defined as being “on-call”?

A. The definition for “on-call” comes from the AFC terms and conditions handbook. On-call work and availability on call is defined as a member of staff being designated as a specific point of contact to deal with service related issues, often of an emergency nature. It is a contractual arrangement between the Trust and the employee, for the employee to be available for on call work of an emergency nature outside core departmental working hours - at either the workplace, at home or elsewhere - and to work during this time as and when required. “A member of staff is on-call when, as part of an established arrangement with their employer, they are available outside their normal working hours, either at the workplace, at home or elsewhere, to work as and when required.”

However, it is clear that there are many staff that work outside this AFC definition of on-call, therefore consideration will be given to those staff who are on-call both inside and outside their normal working hours. Staff will have to demonstrate that their on-call arrangements require them to be regularly on their own site (at least once per month). Their on-call also needs to be time critical (i.e. they need to be onsite within a short period of time), which would directly impact patient safety if they were not able to do so.

Separate to above, if any staff member requires out of hours access to staff car parking at RGH, which is from 3.30pm Monday to Friday and/or all weekend, this type of access can be granted by contacting the Car Parking Team who will send the staff member a pro forma for completion.