

AGENDA ITEM:

REPORT TO: Meeting of the	MERSEYSIDE FIRE & RESCUE AUTHORITY
DATE:	3RD SEPTEMBER 2013
REPORT NO.	CFO/086/13
REPORTING OFFICER:	CLERK TO THE AUTHORITY ON BEHALF OF TASK & FINISH GROUP
CONTACT OFFICER:	CLERK TO THE AUTHORITY – JANET HENSHAW
OFFICERS CONSULTED:	COUNCILLORS NIBLOCK; BEBB AND BLACKBURN; RIA GROVES, TRAINEE SOLICITOR; SIMON MANSFIELD, ENERGY AND ENVIRONMENTAL MANAGER; TOM FOULKES; MERSEY TRAVEL
SUBJECT:	TRAVEL PLAN: FEEDBACK FROM A TASK AND FINISH GROUP

THERE ARE APPENDICES TO THIS REPORT

APPENDIX	A	TITLE	TERMS OF REFERENCE
	B1		MINUTES 5TH APRIL 2013
	B2		MINUTES 7TH MAY 2013
	B3		MINUTES 4TH JUNE 2013
	B4		MINUTES 27TH JUNE 2013
	C		ACTIONS FROM TASK AND FINISH TRAVEL PLAN GROUP 27TH JUNE 2013

ATTACHED – HARD COPY

Purpose of Report

1. To request that Members note the feedback from the Task & Finish Group concerning scrutiny of staff Travel Plans; and approve the recommendations as referred by the Performance & Scrutiny Committee.

Recommendation

2. That Members;
 - a) Note the feedback from the Task & Finish Group regarding the Travel plan and

- b) Endorse the site specific travel plans for the Joint Control Centre and the Toxteth FireFit Hub (including Toxteth Fire Station); and
- c) Approve the following actions:
 - i. That Officers consider environmental implications at the point of recruitment or transfer of staff or at the point of other employee related policy development.
 - ii. That officers consider a system whereby information about availability of pool vehicles can be provided to all staff.
 - iii. That officers develop such systems incorporating a travel hierarchy and the feasibility of other forms of transport and/or the possibility of using pool cars and pool bikes.
 - iv. That officers liaise with partner organisations in the area about sharing travel arrangements (e.g. a work bus) in order to put forward any viable business plan to Mersey Travel.
 - v. That officers consider when any review of the current lease car scheme takes place, the environmental implications of any future scheme.
 - vi. That the targets outlined in the Appendix C attached for staff modes of travel are adopted by the Authority and that any campaigns aimed at achievement of such targets are supported by the Authority.
 - vii. Regular surveys of staff travel be undertaken to monitor progress against these targets and review them where necessary.

Introduction & Background

- 3. On 26th July 2012 the travel plan was presented to the Performance and Scrutiny Committee which requested that further scrutiny take place by a task and finish group, particularly in terms of setting targets for staff travel and consideration of any appropriate actions for recommendation to the Authority in terms of facilitation of alternative modes of transport that are more sustainable.
- 4. The Terms of Reference for the Task & Finish Group are attached as Appendix A.
- 5. The Group consisted of Councillor Steve Niblock (Chair of the Group); Councillor Vi Bebb and Councillor Andrew Blackburn. Officers assisting the Group were Ria Groves (Trainee Solicitor); Janet Henshaw (Clerk to the Authority); Nicholas Pitchers (Democratic Services Officer); Simon Mansfield (Environmental Officer) and Tom Foulkes (Mersey Travel).

6. The Group met on 4 occasions 5 April 2013; 7 May 2013; 4 June 2013 and 27 June 2013. The Minutes of the meetings are attached as Appendix B.
7. The Group has considered a wide range of information including comparative analysis of staff modes of transport and carbon emissions; car lease schemes from other organisations, travel plans and analysis of travel information provided by staff of their mode of travel
8. The group endorsed the work associated with the travel plans and thanked Mersey Travel for input into the Task and Finish programme of work.
9. In particular the Group considered the staff travel survey and issues arising from this. Although it was acknowledged that not all staff had completed the survey, as this had not been a “mandatory” requirement, the Group considered that this is very much the “nature” of surveys.
10. Arising from the survey the Group agreed that consideration of the environmental implications relating to staff mode of travel to work could be enhanced in a number of ways by such implications being considered at an early stage of policy development. The Group considered that such enhancements were important due to European and National targets enshrined in both local travel plans and Climate Change legislation.
11. The Group has therefore made relevant recommendations for consideration by the Performance and Scrutiny Committee to be referred onto the Authority.
12. The report and recommendations were considered by the Performance & Scrutiny Committee at its meeting on 30th July 2013, where it was agreed that the report and recommendations be referred to the full Authority for approval.

Equality & Diversity Implications

13. There are no direct Equality and/or Diversity implications arising from this report. People with disabilities are provided with reserved car parking spaces and should the recommendations from this report lead to any policy change individual impact assessments will be done in each case

Staff Implications

14. The staff travel survey showed that most staff travel alone to work by car. The recommendations of this report are aimed at providing and encouraging other means of transport where possible. However full consultation will take if this is necessary. Travel targets aimed at walking/cycling also help improve fitness whilst car sharing can encourage team work.

Legal Implications

15. Whilst travel planning and targets are driven by Climate Change legislation. the Recommendations of this report have no direct legal implications in themselves

although, if there is any policy change as a result the legal implications may need to be considered further.

Financial Implications & Value for Money

16. Merseytravel has indicated that a “work bus” would cost £40,000 to provide. However if partner organisations are consulted it may be possible to send a viable business plan to Mersey Travel. There may be some savings to employees by car sharing or changing to another mode of transport and if there is less car traffic then maintenance costs could reduce. There are no further financial implications and any costs that may be associated with the recommendations of this report will be met from existing budgets

Risk Management, Health & Safety, and Environmental Implications

17. All transport carries risk of accident and this all monitored by the Health and Safety Committee. Environmental implications form the substantial considerations of this Report.

Contribution to Our Mission – To Achieve; Safer Stronger Communities – Safe Effective Firefighters”

18. Consideration of safe and efficient modes of travel will ensure that all staff stay safe and perform their role for the benefit of the communities of Merseyside.

BACKGROUND PAPERS