

TASK & FINISH GROUP
OF THE
MERSEYSIDE FIRE AND RESCUE AUTHORITY
5TH APRIL 2013
“REVIEW OF STAFF TRAVEL”
MINUTES

PRESENT: Councillors: Steve Niblock (Chair of Group), Vi Bebb and Andrew Blackburn

ALSO PRESENT: Janet Henshaw – Clerk To The Authority and Director of Legal, Procurement & Democratic Services
Simon Mansfield – Energy & Environmental Manager
Ria Groves – Trainee Solicitor
Kelly Johnson – Minute Taker

1. Reason For Task & Finish Group

The Group were reminded of the reason behind the establishment of this Task & Finish Group, which was requested by the Performance & Scrutiny Committee at its meeting on 26th July 2012.

5. Merseyside Fire & Rescue Authority Travel Plan 2012
(CFO/106/12)

Members considered Report CFO/106/12 of the Deputy Chief Executive concerning Merseyside Fire & Rescue Authority's Travel Plan for 2012.

Members Resolved that:

- (a) The definition and purpose of a Travel Plan, be noted.*
- (b) The production of a Travel Plan for MFRA, be recommended for approval by the Authority.*
- (c) All staff be requested to complete an online survey to gather the necessary data for a Travel Plan.*
- (d) **The outcomes of the survey be referred to a Task & Finish Group, with***

any proposals relating to the survey outcome, being brought back to this Committee.

2. Terms of Reference

The Group considered and approved the proposed Terms of Reference for this Task & Finish Group.

3. Consideration of Presentation

The Group considered the presentation provided by Simon Mansfield – Energy & Environmental Manager.

The Presentation provided Members with information regarding:

- the purpose of Travel Plans,
- the type of information contained within them
- what is taken into consideration when producing them.
- What measures can be taken to try to encourage use of alternative means of transport

The Group Resolved that:

Members be provided with the pie chart from the previous Travel Plan 2009 and the current Travel Plan side by side to aid comparison and information regarding possible reasons for any changes.

4. Determination Of Work Plan/ Actions

The Group decided that they would meet on 3 additional occasions to discuss the following:

1. First meeting will be to discuss points 1 and 2 of the Terms of Reference of the Group:
2. Second meeting will be to discuss point 4 of the Terms of Reference
3. Third meeting will be to discuss points 3 and 5 of the Terms of Reference.

The Group also resolved that:

A report providing feedback from this Group and its recommendations, be prepared for submission to the meeting of the Performance & Scrutiny Committee on 30th July 2013 (date to be confirmed at the AGM).

Close

Date of the Next Meeting: T.B.A.