

**MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**TASK AND FINISH GROUP**  
**“REVIEW OF STAFF TRAVEL”**  
**4<sup>TH</sup> JUNE 2013**

**MINUTES**

**Present:**

Councillor Steve Niblock (Chair)  
Councillors Vi Bebb and Andrew Blackburn

**Also present:**

Janet Henshaw	<i>Clerk to the Authority and Monitoring Officer</i>
Ria Groves	<i>Trainee Solicitor</i>
Tom Foulkes	<i>Merseytravel ‘Travelwise’ Representative</i>
Simon Mansfield	<i>Environmental Manager</i>
Nicholas Pitchers	<i>Minute Taker</i>

**1. Minutes of the Previous Meeting**

Following discussion of the minutes of the previous meeting, held on 7<sup>th</sup> May 2013, they were agreed to be a correct record of proceedings.

**2. Information requested at the previous meeting**

Members considered the information provided in relation to: where Firefighters work; carbon calculations; utilisation of pool cars; an example car-lease scheme; and a comparison of the pie charts from the 2009 and 2012 staff travel surveys.

During consideration of some of the information it arose that there may be an issue with the accuracy of the data relating to the sample of staff who completed the survey and the calculations from which conclusions have been derived.

The group heard from Merseytravel that they have completed market research on the Merseyside population, they know what to expect for the region in terms of targets for alternative transport use, and they would be happy to share this data with Merseyside Fire and Rescue Service.

**Resolved that:**

- a) the targets decided in the previous meeting (minute 4a) be not relied upon; and

- b) In setting revised targets for the staff modes of travel whilst commuting to and from work consideration be given to;
  - i. the approach to setting targets contained in report CFO/049/13 *Target Setting* which was considered by the Performance and Scrutiny Committee on 30<sup>th</sup> May 2013, and
  - ii. the targets for the Merseyside region which have been offered by Merseytravel, and
  - iii. the data from the 2012 Travel Survey on the alternative forms of transport staff said they could reasonably take.

**3. To Recommend Appropriate Actions for the Authority to Encourage and Facilitate Alternative Modes of Transport Which are More Sustainable**

Members considered their resolutions from the previous meeting and decided on a number of recommendations that could be reported to the Performance and Scrutiny Committee, in line with these resolutions.

Resolved that:

- a) Draft recommendations be written, to be decided at the next meeting, to the effect that;
  - i. the impact on the Environment to be a consideration in assigning staff to locations of work.
  - ii. when booking pool cars officers would be asked to look into a system displaying the availability of the cars and check that no alternative transport can be reasonably taken.
  - iii. due to the cost that a standalone bus-to-work service for MFRA would present it be recommended to liaise with other businesses in the surrounding area to present a united and attractive business case to Merseytravel.
  - iv. when the existing car lease scheme is reviewed, environmental considerations be taken into account.

**4. To Recommend the Endorsement of the Site-Specific Travel Plans for both the Joint Control Centre and the Toxteth Hub (including the Toxteth Fire Station)**

Members considered the site-specific travel plans for the Joint Control Centre, and the Toxteth Hub and Fire Station.

Resolved that:

- a) The endorsement of the site-specific Travel Plans be recommended; and

- b) The common actions arising from the Travel Plans be circulated to Members of this Task and Finish Group before the next meeting; and
- c) A general update on the uptake of the current Cycle2Work scheme be included in the report to the Performance and Scrutiny Committee.

Close

Date of the Next Meeting: 27<sup>th</sup> June 2013