

meeting **ADMINISTRATION COMMITTEE – URGENCY SUB COMMITTEE**

date **25 May 2010**

agenda item number **5(b)**

REPORT OF THE SERVICE DIRECTOR (STRATEGIC AND ENVIRONMENTAL SERVICES)

## **EAST MIDLANDS TRAVELINE REGIONAL MANAGER'S ATTENDANCE AT SYSTEMS SUPPLIER MEETINGS IN MUNICH 2010-11**

### **Purpose of the Report**

1. To seek approval for the East Midlands Traveline Regional Manager to travel to Munich on 28-30 June and 5-7 December 2010 for review meetings with the Traveline systems supplier.

### **Information and Advice**

2. Traveline is a partnership of bus operators and local authorities set up to provide impartial public transport information in the UK to meet its strategic objectives contained in the Transport Act 2000.
3. The organisation operates on a regional basis and the Regional Manager is responsible for the management, development, operation and provision of the systems and services of Traveline East Midlands.
4. The post of Traveline Regional Manager is hosted by Nottinghamshire on behalf of the 12 local transport authorities that make up the East Midlands region and is based at Trent Bridge House in the Strategic Environment Services Division, Nottinghamshire Transport Services (NTS).
5. All the local authorities in the region make an annual contribution to a central budget which covers the cost of the Regional Manager, travel costs and all systems related expenditure.
6. The systems used in the East Midlands are also used by the South East and East Anglia regions and the three regions have joint quarterly review meetings with the supplier, two in the UK and two at the supplier's offices in Germany.

7. The estimated cost for each trip, including travel, accommodation and expenses is £330 which can be funded from the existing NTS revenue budget.

### **Statutory and Policy Implications**

8. This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, crime and disorder and those using the service and where such implications are material they have been described in the text of the report.

### **RECOMMENDATION**

It is RECOMMENDED that approval be given for the East Midlands Traveline Regional Manager to attend the Traveline review meetings in Munich on 28-30 June and 5-7 December 2010.

### **Comments of the Service Director – Finance**

The financial implications are as set out in the report. [KP - 07/05/10]

### **Legal Services Comments**

The Administration Committee is responsible for approving officer travel outside the UK. The proposal in this report, insofar as it is in accordance with the Council's Travel and Accommodation Policy, is within the remit of this Committee. [KK – 05/05/10]

### **Background Papers Available for Inspection**

None

### **Electoral Division(s) and Member(s) Affected**

All