



EAUC Transport Planning Network Group

Meeting to be held on **15 December 2015**, 9.30am – 3.45pm,

at the University of Warwick

Joining instructions provided separately

Agenda

09.30: Arrival

09.45: Apologies & Introductions

10.00: Videoconferencing;

- Discussion of experiences to date
- Formal facilities vs. skype etc
- Social media applications (eg. Blab)
- Role in Travel Plan/EMS

11.15: Tea/Coffee

11.30: Group discussion

- Business travel policies – please bring your case studies!
- Grey fleet management (approaches to policy, training, monitoring)
- Complying with ESOS & transport energy auditing
- Business rail bookings
- Hire cars
- Departmental vehicles
- Travel tender queries

13.00: Lunch.

14.00: EAUC Key Messages Update

14.30: Key issues from the group; topics to be suggested by attendees.

15.30: AOB & next meeting: topics and dates (Spring 2016)

15.45: Close

Adam Tewkesbury
Transport Manager
University of Southampton
02380 59 3828