

APSE Soft FM Advisory Group

Tuesday 12 May 2015

Chatelherault Country Park

1. Introduction & Welcome

Cllr Stephanie Primrose, Chair of the Soft FM group welcomed everyone to Chatelherault Country Park and thanked all for attending the meeting.

2. Attendance & Apologies

See attached.

3. Minutes of previous meeting held on 3 February 2015

The minutes from the previous meeting held on 3 February were agreed to be a true and accurate record of the meeting.

4. Matters arising

There were no matters arising from the minutes of this meeting.

5. Better Eating Better Learning Update - Shirley Beattie, Education Scotland

Shirley from Education Scotland provided an update on Better Eating, Better Learning. She highlighted that problems of communication still exist between education and catering, and mentioned that when Education Scotland visit schools they are making the school and teachers aware that BEBL forms a part of the changes.

During the presentation Shirley noted that Education Scotland would be working more indepth with approximately 8 Councils on BEBL. This would allow all local authorities to benefit from the work of the clusters through resources being made available on the internet etc.

During discussions it was also noted that Quality Improvement officers can be champions for BEBL. One local authority highlighted they were using free school meals as a vehicle to push the drive of BEBL forward.

Better Eating, Better Learning (BEBL) Online Guide – Robin Gourlay, Scottish Government

Robin from Scottish Government started by providing some feedback from the BEBL workshops held in Glasgow, Livingston, Perth and Laurencekirk; delegates were keen to see further development of material and viewed BEBL as a journey over several years. He then went on to talk about the online guide which has been designed to help schools, local authorities, caterers and education and health practitioners to support the rollout of BEBL locally. The guide allows each section to be able to be used separately and will be updated as new material/user feedback is available.

As part of these discussions it was noted to attendees that Scottish Government are keen to hear what other information/ tools local authorities would like to see introduced for BEBL e.g. more tools or another conference etc. Any attendees with suggestions to email Louise McMillan who will pass to the Scottish Government team.

6. Building Cleaning: Potential efficiency savings for next year and beyond

The group held a very interesting and informative discussion on potential efficiency savings within the services of building cleaning and catering. A number of local authorities provided details of what they were looking at including North Lanarkshire and Scottish Borders. Some of the areas discussed included:-

- Increasing productivity
- New technologies including ride on cleaning machines
- Reviewing summer cleaning schedules
- Reviewing the level of cleaning carried out in HQs

7. Case study: East Renfrewshire Council invited to provide an overview of their free school meals implementation and progress update

Nicky from East Renfrewshire provided an overview of the Council's progress in implementing free school meals for P1 to P3. They encountered several problems with this, such as: recruitment, the menu and kitchen upgrades. Uptake of school meals in the authority for P1 to P3 rose from 75% to 79% from January to March compared to the Scottish authorities average which rose from 74% to 75% over the same period. Nicky noted the next steps for East Renfrewshire as being: focus groups, targeting areas of weakness and marketing.

8. APSE Update

Louise delivered an update on the work of the Association, including our latest research on retail energy policies in Britain and a guide for local authorities on ECO and Green Deal. Louise also updated the group on the various forms of advocacy undertaken recently including APSE's work within the SWITCH forum, recent responses to Scottish Government consultations and participating in party political conferences. Louise completed the presentation by updating the group on APSEs services including APSE Solutions, APSE Training, Performance Networks and the upcoming seminars.

9. Issues Affecting Service Delivery

Discussions throughout meeting had touched on a number of issues regarding service delivery.

10. Date & Venue of next meeting

The next meeting of the group will be held on Tuesday 8 September 2015 at Chatelherault Country Park, Hamilton.

11. Lunch

12. Performance Networks working group

John proposed a new APSE scheme to award gold/silver/bronze service accreditation to education catering service providers based on the quality of service standards to clients and pupils, proven high level of performance in key performance indicators, high levels of customer satisfaction and achievements in healthy eating, nutrition, environmental and food safety aspects of the service. John noted that any scheme should probably take account of relevant performance indicators (with considerations for regional implications) and customer satisfaction surveys. He then showed a few examples of how the scheme might work, and left his contact details for attendees to send any feedback they might have.

During discussions it was agreed that further development and information was required surrounding this new scheme in order for attendees to have a better understanding of what this would involve and how it would be completed. It was agreed that further information would be sent to attendees once APSE had finalised a draft proposal.

Attendees – 12 May 2015	
Name	Council
Louise McMillan	APSE
Andrew Meechan	Aberdeenshire Council
William Buckley	Aberdeenshire Council
Vikki Cuthbert	Aberdeenshire Council
John Bedwell	APSE Solutions Associate
Margaret Campbell	Argyll and Bute Council
Jayne Jones	Argyll and Bute Council
Carolyn Roulstone	Children In Scotland
Diane Mackenzie	Clackmannanshire Council
Jennifer Scott	Dumfries and Galloway Council
Patricia Wilson	Dumfries and Galloway Council
Andrew Kennedy	East Ayrshire Council
Cllr Stephanie Primrose	East Ayrshire Council
Jane Richmond	East Ayrshire Council
Lorraine Faulds	East Lothian Council
Shirley Beattie	Education Scotland

Linda Andrew	Glasgow City Council (Cordia LLP)
Rory Cross	Highland Council
Elsbeth Tierney	Inverclyde Council
Ian Moffat	Inverclyde Council
Margaret McKenzie	Midlothian Council
Craig Gillie	Midlothian Council
Anne Hanlon	North Lanarkshire Council
Margaret Reid	North Lanarkshire Council
Claire Street	North Lanarkshire Council
Janice Fanning	Renfrewshire Council
Angela McSloy	Renfrewshire Council
John Gray	Scottish Borders Council
Deborah Hosie	Scottish Borders Council
Sheila Anderson	Scottish Borders Council
Robin Gourlay	Scottish Government
Steven Nimmo	South Ayrshire Council
Hilary Iannotti	South Ayrshire Council
Gerry Donachie	South Lanarkshire Council
Margaret Gilmour	Stirling Council
Tracey Walker	Stirling Council
Gary Borthwick	West Lothian Council

Apologies

Name	Council
Carol Broll	Dumfries and Galloway Council
Alan Mawson	Dumfries and Galloway Council
Anne Miller	East Dunbartonshire Council
Jim Corrigan	East Dunbartonshire Council

Lesley Richard	Scotland Excel
Ewen McKluskie	Scotland Excel
Bill Kennedy	Tayside Contracts
Lynda McLaughlin	West Dunbartonshire Council