

APSE Soft FM Advisory Group

Tuesday 3 February 2015

Chatelherault Country Park

1. Introduction & Welcome

Andrew Kennedy, Secretary of the Soft FM group confirmed with attendees that unfortunately Cllr Stephanie Primrose, Chair of the Soft FM group was unable to attend. In the absence of Cllr Primrose, Andre Kennedy 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 11 November 2014

The minutes from the previous meeting held on 11 November 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. Scotland Universal Free School Meals Evaluation – update

Douglas Eadie, Stirling University provided the group with an update on the evaluation of Scotland's FSM study which has been commissioned by NHS Health Scotland. This academic piece of research involves professors from a broad team and is due for release in January 2016.

Local authorities have a key role within this implementation and Douglas would welcome feedback on any barriers and local authorities experiences so far. The team will also be speaking with teachers and parents in order to capture a wide range of data to help create a balanced/ full picture, this will involve 7 data collection exercises.

Douglas confirmed he would be happy to continue any discussions over lunch.

6. Free School Meals – Feedback to date

Following on from the update provided by Douglas, the group then held a detailed discussion on what feedback local authorities have to date. Discussions included how local authorities were recording the P1-P3 meals, with some confirming they were using information collected via their cashless systems and others obtaining recordings via the school secretaries. It was noted that absence figures are causing some local authorities problems when it comes to recordings for figures.

There was also a discussion on the length of time given to school meals, with the group highlighting that it was extremely difficult to implement within a 40 minute to 1 hour time slot.

The group also discussed some of the unintentional consequences these included:-

- My job Scotland was down for a number of months during the initial process.
- For many the lunch service is similar to serving a Christmas lunch every day and therefore there were concerns in terms of how long this could be sustainable
- There was also the need for catering staff to provide school packed lunches at the start of the day
- Large uptakes can also include a number of special diets and allergens

It was also noted that in some local authorities the targeted recipients of the initiative were at the moment still not taking up the offer of the free school meal.

7. Better Eating, Better Learning: Scottish Government workshop feedback

The group held a discussion on their progress in relation to BEBL. It was noted that there would be an update provided by Scottish Government/ Education Scotland at a future advisory group.

The group highlighted that due to the timing of the implementation of the free school meals it had been difficult to spend as much time on BEBL as local authorities would have liked. It is hoped that as the implementation settles down more time and resources can be used to look at BEBL.

Some current work under way included:-

- Scottish Borders Council working towards completing the BEBL toolkits in all schools
- East Ayrshire Council organising a "Grow, Cook, Eat" event, looking at gaining connections between education and catering staff.

8. North Ayrshire's Catering Apprenticeship Programme

Kelley McCandish, Business, Employability and Skills Liaison Officer, North Ayrshire Council provided an interesting and informative presentation on the Councils internal modern apprenticeship programme. Kelley provided details of what youth employment programs the Council were involved in, this included:-

- Modern apprenticeships (both internal and external)
- Activity Agreements (Through care)
- Strive Pre-employment training
- YES

Kelley went on to provide information on what areas the modern apprenticeships covered and where the referrals were made. The presentation also included information on what progress has been made to date, what awards the Councils had

received in recognition of the good work and how they were planning to develop this programs in the future.

9. APSE Update

Louise McMillan from APSE provided a comprehensive update on the work of the Association. This included an update on the research projects which had been recently completed by APSE including “The future role of elected members in Scotland” publication. Louise also updated the group on the various forms of advocacy undertaken by APSE recently including involvement of APSE on the SWITCH forum, APSE coverage at the party political conferences and involvement of 5 political parties at the upcoming Building & Housing event in Dunblane. Louise completed the presentation by updating the group on APSEs services including APSE Solutions, APSE Training, Performance Networks and the upcoming seminars.

10. Issues Affecting Service Delivery

A brief discussion was held on janitorial services and it was noted that Anne Hanlon of NLC would be sending out a network query via APSE on service models.

11. Date & Venue of next meeting

The next meeting of the group will be held on Tuesday 12 May 2015 at Chatelherault Country Park, Hamilton.

12. Lunch

Attendees – 11 November 2014	
Name	Council
Louise McMillan	APSE
Laura Nisbet	City of Edinburgh Council
Diane Mackenzie	Clackmannanshire Council
Andrew Kennedy	East Ayrshire Council
Anne Miller	East Dunbartonshire Council
Jim Corrigan	East Dunbartonshire Council
Frank McDonald	Fife Council
Eileen Esler	Highland Council
Elsbeth Tierney	Inverclyde Council
Margaret McKenzie	Midlothian Council
Norman Catto	Midlothian Council
Una Doolan	North Ayrshire Council

Anne Hanlon	North Lanarkshire Council
Jill Bryans	North Lanarkshire Council
Graham Patrick	North Lanarkshire Council
Janice Fanning	Renfrewshire Council
Lynsey Gordon	Scotland Excel
Stephanie Irvine (tbc)	Scotland Excel
Hilary Iannotti	South Ayrshire Council
Jennifer Rodden	South Ayrshire Council
Gerry Donachie	South Lanarkshire Council
Anne Goldie	South Lanarkshire Council
Margaret Gilmour	Stirling Council
Tracey Walker	Stirling Council
Liz Wark	West Lothian Council
Gary Borthwick	West Lothian Council

Apologies

Name	Council
Rose Turner	Aberdeen City Council
Gavin Freeland	Aberdeen City Council
Andy Campbell	Aberdeen City Council
Susan Bailey	Aberdeen City Council
John Landragon	Aberdeen City Council
Carol Broll	Dumfries & Galloway Council
Alan Mawson	Dumfries & Galloway Council
Shona Grant	Fife Council
Keith Breasley	Fife Council
Rory Cross	Highland Council