

## **APSE Transport & Mechanical Services Advisory Group**

**Wednesday 16 March 2016**

**Falkirk Stadium**

### **1. Introduction & Welcome**

The APSE Transport & Mechanical advisory group Secretary Emil Laiolo thanked all for attending today's meeting in Falkirk and thanked Falkirk Council for hosting this morning's meeting and providing a few of their vehicles in the car park for any delegates wishing to view them.

### **2. Attendance & Apologies**

See attached.

### **3. Minutes of 27 January 2016**

The minutes were agreed to be a true record of the meeting on the 27 January 2016.

### **4. Matters arising**

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

### **5. Fueljack: Fuel theft technology**

Ronnie Meechan, CEO & Co Founder of Fueljack Limited provided the group with a presentation on their company and the products available. The presentation included information on the fueljack system which is a fully interactive system with a large suite of reports available to clients including information on fuel use, fuel waste idling and fuel pump control.

Following the detailed presentation there was a number of questions from the floor which included if this could be adapted for electric vehicles, length of time the files/reports are archived and what the costs to the introduction of the system were.

Ronnie and colleagues were around at the lunchtime break to answer any other questions members of the group may have. There was also copies of the presentation itself available on a USB stick to all in attendance.

### **6. Discussion of issues affecting service delivery including:**

A number of discussions were undertaken during the meeting and some of the main points raised included:-

### **FAI Recommendations**

A continuation of the discussion held at the previous meeting of the group in relation to some of the key recommendations from the recent FAI was held. This included information on number of driver licence checks being carried out per year, fitness to drive documents and other checks local authorities were considering introducing.

The DVLA have produced a publication on assessing fitness to drive. [Click here](#) for a link to the publication page.

### **Drug & Alcohol spot checks for fitness to work**

There was a group discussion held with regards to the drug and alcohol spot checks and what the current procedures were within the local authorities around the table. Some of the discussions included which local authorities have started/ or are considering a policy for drink and drug spot checks, some of the policies carried out within private sector organisations, the issue with who to test, is it just those using machinery or vehicles or anyone within the organisation?

It was agreed that L Melville would keep the group posted on any policies which became available and feedback from any other network queries which were issued.

L Melville informed the group that North East Lincolnshire Council had presented at a recent APSE national advisory group and provided some information on their random testing policy. The presentation is available on the APSE website and should anyone wish a copy please contact Louise for further information.

### **Vehicle whole life costs**

L Melville provided some information on whole life costs and asked the group whether it would be felt beneficial to look into this further. Tom Henderson highlighted that a presentation had been given at the National Environmental services seminar in October 2015. Please [click here](#) for a link to the presentation.

### **Topics for Transport discussion forum at Aviemore**

The group highlighted topics they wished to focus on including:-

- Further discussion on the FAI recommendations
- Drivers hours
- HR policies for unfit drivers
- Tranman/ Performance Networks

## **7. APSE Update**

L Melville from APSE provided an update on the work of the Association. This included an update on the research projects which had been recently completed. Louise also updated the group on the various forms of advocacy undertaken by APSE recently including the work of APSE Energy as well as updating the group on the current work being undertaken in relation to the Performance Networks. Louise completed the

update by providing the group information on APSEs services including APSE Solutions, APSE Training, Performance Networks and the other upcoming seminars.

As part of the update Louise provided information on the work which had been carried out by Dave Knapman on the process benchmarking excel spreadsheet following discussions in January. The group were asked to provide feedback on the new additions/ columns as well as to provide some further narrative regarding the description of vehicle types.

The final section of the update for the group was to highlight the current confirmed speakers for the upcoming Aviemore event taking place in May. This included the local authority public inquiries lessons learn featuring Falkirk, Dundee & Aberdeen as well as presentation on electric vehicles and new technologies being introduced into the sector.

Louise also confirmed that Matt Goodstadt of Civica had agreed to attend the Transport discussion forum to provide an update on release 9.

#### **8. AOCB**

There was no other competent business.

#### **9. Date & venue of next meeting**

The next meeting of the group will be 17-20 May in Aviemore.

#### **10. Lunch**

### **Transport & Mechanical Services Group**

**27 January 2016**

#### **Attendee List**

<b>Name</b>	<b>Council/ Organisation</b>
William Whyte	Aberdeen City Council
Ian Paisley	Aberdeenshire Council
Gordon Ross	Aberdeenshire Council
Louise Melville	APSE
Rob Fraser	City of Edinburgh Council
Graeme Hume	City of Edinburgh Council
Cllr Donald Balsillie	Clackmannanshire Council

Gary McRae	Dundee City Council
Scott Blyth	East Ayrshire Council
Gordon Moffatt	East Renfrewshire Council
Bruce Robb	Falkirk Council
Graham Hodgkins	Fife Council
Tom Henderson	Fife Council
Danny Jack	Fife Council
Ronnie Meechan	Fueljack Limited
Emil Laiolo	Glasgow City Council
Trevor Docherty	Midlothian Council
John Stewart	North Lanarkshire Council
Gerry Farrell	North Lanarkshire Council
Allison Brown	Perth & Kinross Council
Bill Morton	Perth & Kinross Council
David Burnie	Renfrewshire Council
Craig Richardson	Scotland Excel
Lisa Cairns	Scotland Excel
John Blake	West Dunbartonshire Council

### **Apologies**

Claire Roger	Angus Council
Pat Traynor	City of Edinburgh Council
Pat Taggart	Falkirk Council
John McWilliams	Inverclyde Council
Jim Bradley	Inverclyde Council
Graham Johnstone	North Lanarkshire Council
Karen Duffie	West Dunbartonshire Council