

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

**Wednesday 27 January 2016**

**King James VI Business Centre, Riverview Business Park, Perth**

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

The APSE Transport & Mechanical advisory group Secretary Emil Laiolo thanked all for attending today's meeting in Perth and thanked Perth & Kinross Council for hosting this morning's meeting.

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

See attached.

### **3. Minutes of 21 October 2015**

The minutes were agreed to be a true record of the meeting on the 21 October 2015.

### **4. Matters arising**

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

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

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

#### **Update on Tranman User Group**

L Melville and attendees from the first APSE Tranman User Group provided an update on the main issues from the meeting. Additional points noted included Scottish Borders Council highlighting they used the web portals for reporting on a regular basis and found the system to be robust.

It was agreed that L Melville would invite Matt Goodstadt (Civica) to the transport discussion forum in Aviemore to provide information on the Tranman Release 9.

Those wishing to receive a full copy of the notes from the first Tranman meeting held on 13 January, please contact L Melville.

#### **RCV Overloading**

There was a general discussion within the room regarding overloading of RCV vehicles. The group provided information on how each local authority was dealing with this issue and this included training, limiting loads and number of tips per shift.

## **Vehicle Security whilst in the workshop**

There was a general discussion surrounding this issue. Attendees highlighted the conflict in terms of fire safety, with keys needed to be in vehicles to allow them to be removed quickly should a fire break out.

During these discussions it was also noted that some local authorities have been having issues with transit van security. Two local authorities noting they have had a number of vehicles stolen. One local authority noted they were putting external locks on all external user vehicles.

## **FAI Recommendations**

A discussion was held in relation to some of the key recommendations from the recent FAI. This included cross rail systems, automatic reverse stopping systems, training and medical checks for drivers.

## **Fuel Theft**

Following a discussion within the group, it was agreed that L Melville would invite Fueljack.

## **Topics Aviemore 2016**

There was a general discussion held on the potential topics for the seminar in Aviemore. The group highlighted that they would be keen to hear from Aberdeen City, Dundee & Falkirk in terms of the lessons learnt/ new practices to come out of the public inquiries.

It was also noted they would be interested in a session on new technologies perhaps including AEBS technology.

## **6. 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 event being held in Blackpool in December. Louise completed the presentation by updating the group on APSEs services including APSE Solutions, APSE Training, Performance Networks and the other upcoming seminars.

## **7. AOCB**

There was no other competent business.

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

The next meeting of the group will be Wednesday 16 March in Falkirk.

**9. Lunch**

**10. Performance Networks process benchmarking transport services**

Dave Knapman, IQ Associates took the group through the changes/ amendments which had been made to the process benchmarking exercise. These changes and the new template for April 2016 would be prepared in order for the new additions to be given to Civica during the Transport advisory group forum in Aviemore.

**Transport & Mechanical Services Group**

**27 January 2016**

**Attendee List**

<b>Name</b>	<b>Council</b>
Ian Paisley	Aberdeenshire Council
Gordon Ross	Aberdeenshire Council
Claire Roger	Angus Council
Louise Melville	APSE
Rob Fraser	City of Edinburgh Council
Pat Traynor	City of Edinburgh Council
Paul Menzies	Dundee City Council
Paul Curran	East Dunbartonshire Council
Pat Taggart	Falkirk Council
Bruce Robb	Falkirk Council
Graham Hodgkins	Fife Council
Leighann Dale	Fife Council
Andrew Salmond	Fife Council
Emil Laiolo	Glasgow City Council
John McWilliams	Inverclyde Council

Dave Knapman	IQSS
Trevor Docherty	Midlothian Council
Gordon Mitchell	North Ayrshire Council
W Gibson	North Ayrshire Council
Graham Johnstone	North Lanarkshire Council
Gerry Farrell	North Lanarkshire Council
John Stewart	North Lanarkshire Council
Bill Morton	Perth & Kinross Council
Allison Brown	Perth & Kinross Council
Gregor Walker	Perth & Kinross Council
David Burnie	Renfrewshire Council
John Martin	Scottish Borders Council
Karen Duffie	West Dunbartonshire Council
Duncan MacFarlane	West Dunbartonshire Council

### **Apologies**

Scott Blyth	East Ayrshire Council
Ian Dalgleish	East Lothian Council
Tom Henderson	Fife Council
Danny Jack	Fife Council
Bailie Elaine McDougall	Glasgow City Council
Jim Bradley	Inverclyde Council
Catherine Gibson	North Ayrshire Council
Nicola Simpson	Perth & Kinross Council
Bob Ritchie	Tayside Contracts
John Blake	West Dunbartonshire Council