



March 2017

Dear Colleague,

APSE Scotland Building & Housing Advisory Group

I am writing to inform you that the next meeting of the Scottish building & housing group will be held at:- Chatelherault Country Park, Carlisle Road, Fernigair, Hamilton ML3 7UE.

Date: Friday 21 April 2017
Time:
10.00 Tea/ coffee on arrival
10:30 Advisory group commences
12:30 Buffet lunch
13.15 Officers group meeting commences
15.00 Meeting ends
Venue: Chatelherault Country Park, Carlisle Road, Fernigair, Hamilton ML3 7UE.

The agenda for the meeting is enclosed.

The meeting is open and free to elected members and officers from APSE Scotland members.

Please ensure you confirm your attendance either by telephoning Lyndsey Moffat on 01698 459 051; or [click here](#) to book online; by email to Lmoffat@apse.org.uk or by faxing the attached form to 01698 200 316 in order that the necessary arrangements can be made.

Yours faithfully,

Louise Melville
Principal Advisor
APSE Scotland



Association for Public Service Excellence

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fax: 01698 200316

email: enquiries@apse.org.uk

web: www.apse.org.uk

Fax back attendance form

APSE Building & Housing Services Advisory Group Meeting

Friday 21 April 2017 Chatelherault Country Park, Carlisle Road, Fernigair, Hamilton ML3 7UE.

Please complete this form and return it to APSE via fax to Lyndsey Moffat, on 01698 200 316.

Authority:.....

Address:.....

.....

Post Code.....

Name	Email	To attend Advisory Group	Apologies for Advisory Group
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Please help us keep our records up-to date. If your contact details have changed or you or a colleague would like to be added to the contact list, please complete the section below.

Please print details

Title	First Name	Surname
Job Title		Authority
Department		
Address		
		Post Code
Telephone	Fax	Email

Building & Housing services advisory group

Friday 21 April 2017 10.30 to 15.00, Tea/Coffee from 10.00 Chatelherault Country Park, Carlisle Road, Fernigair, Hamilton ML3 7UE.

1. Introduction & Welcome
2. Attendance & Apologies
3. Minute of previous meeting (28 October 2016)
4. Matters arising
5. The importance of Health & Safety: Life before an accident and after its impact on the individual, their family and friends
Speaker: Dylan Skelhorn, Founder, Safety Up
6. Building Maintenance Clinic: Resolving your service issues through debate and discussion with colleagues
Speaker: General Discussion
7. Dunblane Seminar 2017 debrief and feedback
Speaker: Louise Melville, Principal Advisor, APSE Scotland
8. APSE Update
 - National issues
 - Briefings/researchSpeaker: Louise Melville, Principal Advisor, APSE Scotland
9. AOCB
10. Date/Time and venue for next meeting – The next meeting date will be confirmed following the Scottish AGM taking place on 14 June 2017
11. Lunch
12. Officers Group & Process Benchmarking including PN quarterly template review
Chaired by: Kenny Gillespie & Colin McInnes