

26 July 2016



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, Ferniegair, Hamilton ML3 7UE.**

Date: Friday 26 August 2016

Time:

10.00 Tea/ coffee and hot rolls 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,

A handwritten signature in blue ink that reads "L Melville".

Louise Melville
Principal Advisor
APSE Scotland

Association for Public Service Excellence

Brandon House Business Centre
Units 18-20, 23-25 Brandon Street
Hamilton, ML3 6DA
telephone: 01698 459051
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 26 August 2016 **Chatelherault Country Park, Carlisle Road, Ferniegair, 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 26 August 2016 10.30 to 15.00, Tea/Coffee & hot rolls from 10.00 **Chatelherault Country Park, Carlisle Road, Ferniegair, Hamilton ML3 7UE.**

1. Introduction & Welcome

2. Attendance & Apologies

3. Minute of previous meeting (29 April 2016)

4. Matters arising

5. Raising awareness of corruption in building services

Speaker: Detective Inspector Ricky Hutton, Counter Corruption Unit, Police Scotland

6. Ideas and suggestions of topics/ speakers for the building, housing & renewables seminar 16/17 February 2017

Speaker: General Discussion

7. How are in-house services surviving: evolving services, areas of work, use of trading accounts etc

Speaker: General Discussion

8. APSE Update

- National issues
- Briefings/research

Speaker: Louise Melville, Principal Advisor, APSE Scotland

9. AOCB

10. Date/Time and venue for next meeting – Friday 28 October 2016

11. Lunch

12. Officers Group & Process Benchmarking

Chaired by: Kenny Gillespie & Colin McInnes