

APSE Building and Housing Advisory Group Meeting

Friday 26 August 2016

Chatelherault Country Park, Hamilton

1. Welcome & Introduction

Louise Melville introduced to attendees the new Chair of the Advisory group Cllr Jim Stalker of Clackmannanshire Council. Cllr Jim Stalker then formally opened the meeting by welcoming all to Chatelherault and outlining the format for the meeting.

2. Attendance & Apologies

See attached.

3. Minutes of meeting 29 April 2016

The group approved the minutes as a correct record from the day.

4. Matters arising from previous minutes

There were no matters arising from the minutes.

5. Raising awareness of corruption in building services

Detective Inspector Ricky Hutton of the Counter Corruption Unit within Police Scotland provided an extremely interesting and thought provoking presentation on potential opportunities for corruption within building services.

As part of the presentation Ricky provided attendees with some of the main elements to consider when looking to minimise the opportunities for this happening within services. It was highlighted that all organised crime/ unscrupulous businesses need an insider for the corruption to take place. They will target a person who is vulnerable (this can be up to 80% of some workforces) and some of the reasons why staff can be vulnerable include a family bereavement, problems with gambling, having a large amount of debt or a marriage breakdown. Any of these life changing experiences can mean a member of staff becomes more vulnerable and therefore an easier target for potential criminals.

Ricky confirmed that Police Scotland are looking to shut the corruption loophole by working in collaboration with different organisations and it is hoped that this presentation and the information contained within can help local authorities to put the correct strategies in place to do so.

The first part of the presentation concentrated on the processes Police Scotland have in place to deal with corruption and the different types of support and departments which are available. It was highlighted to the group that Police Scotland provide courses on this important area of crime which local authorities can also attend for further information and guidance.

The second part of the presentation concentrated on a local authority case study and the main elements involved in this case.

Ricky completed his presentation by providing some key points to think about including:-

- Mapping of corruption risk business areas
- Role appreciation and screening
- Transparency of gifts, gratuities and hospitality
- Possible openings to bribery
- Conflicts of interest

Finally, it was noted that Police Scotland are currently working on a suite of documents to help assist local authorities including templates which they would look to make available when completed.

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

The group held a discussion on the upcoming seminar taking place in February 2017. Some of the main points noted during discussions included:-

- Opening session with potential to include councillors and chief executives.
- Police Scotland presentation on social media and the potential pitfalls.
- Commercialisation.
- More time given to the building maintenance clinic (interactive session).
- Debrief for apprentices on Friday morning.
- Recruitment local authorities struggling to find particular tradespersons. College/ local business and what they are providing.
- Succession planning.
- Could we take a group photo of all apprentices finalists on the night.
- Look at potential ways to provide more exposure to exhibitors.

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

The group held a general discussion around in house services including the use of trading accounts and internal charging.

8. APSE update

Louise delivered an update on the work of the Association, including the latest research publications (Sustainable local government finance and liveable local areas; Working at the frontline of austerity: The ensuring council and workforce planning and The engine of the council? Evaluating frontline productivity in local government). Louise also updated the group on the various forms of advocacy undertaken recently including APSE's work within the SWITCH forum, recent responses to Scottish Government consultations, APSE Scotland's newest piece of research "Rethinking roles and working relationships: councillors, officers and communities and participating in party political conferences. As well as this, Louise provided the group with information on the new Commercialisation advisory group which has been introduced in Scotland and will

be held on 29th September. Louise completed the presentation by updating the group on APSEs services including APSE Solutions, APSE Training, Performance Networks and the upcoming seminars.

9. AOCB

There was no other competent business raised at the meeting.

10. Date/Time and venue for next meeting

The date for the next meeting is to be scheduled for Friday 28th October and Fife Council have offered to host at their Kirkcaldy offices.

11. Lunch

12. Officers Group & Process Benchmarking

The first item on the agenda was to review the quarterly PI template for building maintenance. At the previous meeting it was raised that some of the questions within the template would generate an answer that wouldn't really see any great movement throughout the year. Dave Knapman therefore confirmed that a question could be added to the start of each section which would read:-

“Has XYZ changed from the previous quarter? Y/N” If “No” then the questions are suppressed and if “Yes” the remaining questions within that section open to allow a response.

The group agreed that they would like to see this new question added to the sections to help reduce the amount of duplication.

Other discussion items included succession planning and it was noted that CMI are providing apprenticeship training programme for managerial/ leadership positions. The group felt it would be worthwhile to try to ask them along to the next group meeting with a view to finding out more and then potentially look to work this into the seminar programme if the group feel this would be of benefit.

Attendees List

Louise Melville	APSE
Cllr Jim Stalker	Clackmannanshire Council
Steven Trotter	Dumfries & Galloway Council
Wallace Galloway	Dumfries & Galloway Council
Ronnie Dempster	Dumfries & Galloway Council
Cllr Archie Dryburgh	Dumfries & Galloway Council
Bruce Patrick	Dundee City Council

Richard Stewart	East Ayrshire Council
Derek Spence	East Ayrshire Council
Kenny Gillespie	Falkirk Council
Robert Fotheringham	Falkirk Council
Allan Barclay	Fife Council
Steve Anderson	Fife Council
Ross Grieve	Fife Council
Ricky Hutton	Police Scotland
TBC	Police Scotland
David Taggart	Renfrewshire Council
Lauren Leitch	Renfrewshire Council
Jim Fraser	West Dunbartonshire Council
Martin Feeney	West Dunbartonshire Council

Apologies

Colin McInnes	APSE Associate
Jeanette Percy	Clackmannanshire Council
Cllr Les Sharp	Clackmannanshire Council
Paul Grant	East Lothian Council
Leigh-Ann Mitchell	North Ayrshire Council
Jim Smith	North Ayrshire Council
Karen Sillars	Renfrewshire Council
Dougie McMillan	South Lanarkshire Council
Bobby Watson	South Lanarkshire Council
Robert Boal	West Lothian Council
Duncan MacPherson	West Lothian Council