

Dear colleague



APSE FM & building cleaning advisory group

I am writing to inform you that the next meeting of the housing, construction and building maintenance advisory and working groups are to be held as follows:

Date: Thursday 15 March 2018

Time: 10:00 am Tea, coffee and arrival
10:30 am Advisory Group commences
1:00 pm Close and Lunch

Venue: The Castlefield Hotel, Liverpool Road, Manchester, M3 4JR

The advisory group is open to elected members, building, construction and housing maintenance managers and professionals, trade unionists and policy officers.

Please ensure that you confirm your attendance or apologies for both meetings by posting/faxing/emailing the slip overleaf to Vicky Starmer on 0161 772 1811 (vstarmer@apse.org.uk) before Monday 12 March 2018

Yours faithfully

Vickie Hacking

Principal Advisor

vhacking@apse.org.uk



GB 11409



GB 11132



GB 14074



INVESTOR IN PEOPLE

Association for Public Service Excellence

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Lancastrian Office Centre

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Email: enquiries@apse.org.uk

Web: www.apse.org.uk

Attendance form

APSE FM & building cleaning advisory group

Thursday 15 March 2018 at

The Castlefield Hotel, Liverpool Road, Manchester, M3 4JR

Please ensure that you confirm your attendance or apologies for both meetings by posting/faxing/emailing the slip overleaf to Vicky Starmer on 0161 772 1811 (vsstarmer@apse.org.uk) before **Monday 12 March 2018**

Authority.....

Address

..... Post Code.....

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

Help us keep our records up-to-date

- Persons contact details have changed, please amend as indicated
- Please add name and details to your database
- Person has left the company (if so please complete the details below for the replacement)

Please print details

Title First Name Surname _____

Job Title Authority _____

Department _____

Address _____

Post Code _____

Telephone Email _____

APSE FM & building cleaning advisory group

Thursday 15 March 2018

Castlefield Hotel, Manchester

Agenda

1. Welcome from the Chair of Group
2. **FM and Building Cleaning Clinic:** Resolving your service issues through debate and discussion with colleagues including network queries including: -
 - Impact of the collapse of Carillion
 - Building cleaning Audits
 - Lone Working
 - DBS Checks for Staff

Speaker: Group Discussion

3. **Building Cleaning – Performance Networks Trend Analysis**
 - Analysis and predictions for future service delivery
 - APSE Performance Networks trend analysis – Year 19
 - Summary of key findings

Speaker: Vickie Hacking, Principal Advisor, APSE

4. **Workshop Discussion** – Performance Networks working group issues
5. APSE Update, Briefings, e-mail queries, publications etc – Vickie Hacking - Principal Advisor, APSE
6. Future topics/areas of work for the group
7. Dates for future meetings
28 June 2018.

APSE FM & building cleaning advisory group

Thursday 15 March 2018

Tea/Coffee from 10:00am, 10:30am start
The Castlefield Hotel, Liverpool Road, Manchester, M3 4JR

Venue information, public transport routes and parking to Castlefield Hotel

The Castlefield Hotel is circled on the map below.

The car park entrance is located on Potato Wharf, M3 4JR which runs along the rear of the hotel directly off Liverpool Road. Charges are £7.00 for all day.

When leaving please get your ticket validated at the hotel reception within 10 minutes prior to leaving the car park. Reception will issue you with a swipe card.

For 'sat nav' purposes M3 4JR will direct you to the hotel.

[View Map Online](#)

