

APSE Scotland Building & Housing advisory group meeting

Fife Council Building Services Business Centre

17th August 2018

1. Introduction & Welcome

Cllr George Paul, Chair of the group welcomed all to the meeting and thanked Fife Council for hosting. He noted that it was great to see so many local authorities represented and hoped everyone enjoys this morning's meeting which will include a tour of the facilities at the end.

2. Attendance & Apologies

See attached.

3. Minutes from previous meeting 19 April 2018

The minutes of the meeting on the 19th April 2018 were agreed as a true and accurate account.

4. Matters arising

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

5. Our current areas of work and any challenges/ pressure points within building services

Ross Grieve of Fife Council kindly provided the group with a presentation on the work of Fife Council's building services. This included information on the various works which are currently carried out:-

Smaller Scale

- All electrical testing in schools
- Housing voids/ repairs
- Gas servicing/ repairs
- Minor adaptations
- Non-licensed asbestos removal

Large scale

- Renewables areas such as Solar PV
- Refurbishing a primary school into social housing
- The building work at the new Bankhead depot
- New build housing
- New build nurseries/ care home

Ross then went on to highlight some of the pressures/ challenges facing the service, these included:-

- Programme of service reviews
- Council budget savings (target of £94m across the council)
- Procurement savings
- Reduced staff numbers
- Maintaining apprentice levels
- Buoyant private job market
- Growing demands in a reducing Council

Following the presentation there were a number of discussions which included:-

- Health and safety
- Asbestos inhouse training
- Wage rates

6. Fire safety post Grenfell: risks, findings and good practice for domestic properties

Dave Latto of the Scottish Fire and Rescue Service kindly provided the group with a detailed presentation on various fire safety requirements. Dave began his presentation by emphasising the importance of communication in terms of fire safety. He noted that in Wales all houses have sprinklers and that a number of best practice work was being carried out in Scotland including Fife Council putting sprinklers into all new build houses.

He then went on to talk about some of the myths and facts around sprinklers and fire doors. This included information on the misconception which films had brought about, in that people think every sprinkler goes off at the one time when there is a fire. This is not true, sprinklers are activated by heat and not smoke. This means they are individually activated when heat is detected. He also spoke of the myth that sprinklers will ruin goods/ furniture within a household but Dave highlighted that there would be 20 times more water used via fire services if a sprinkler system not in place and a fire breaks out. On most occasions Dave noted that sprinklers will help to reduce fatalities by up to 90%.

In terms of fire doors, a number of companies used in high rise flats had failed the fire safety tests associated with fire doors. A properly installed fire door includes the door, frame, handle, peephole and letterbox. Dave highlighted some of the things to check include:-

- Certification must include door set and iron mongery
- Apertures (letter box or plaining)
- Gaps and seals
- Need to be specific with procurement in terms of what you are asking/ requirements are
- Self-closer operation
- Should encourage testing, maintenance and repairing of the system

Different local authorities have different views on changing a fire door to a non-fire door, Dave highlighted that he would check with building controls.

Following this presentation discussions were held around:-

- Risk assessments and whether required in high rise flats
- Small mobility scooters have the same smoke and fire than a small car
- The positioning of refuse bins for high rise flats
- Safety certificate for fire doors are at the top therefore if required always plain the bottom or sides to ensure this isn't taking the certification strip away.
- Fife stopping issues when utilities have drilled up the side of high-rise flats

7. Winter Readiness: Areas of consideration

Colin McInnes, APSE Associate presented to the group on winter readiness and some of the key considerations when thinking about plans of action. This included:-

- Potential planning tools
- The planning process
- Development and implementation of the plan
- Monitoring and managing the plan
- Reviewing
- Risks

There was then a discussion around the room in terms of the different contingencies and planning requirements which take place throughout the various authorities.

8. Advisory group areas of future focus/ work plan

The group held a number of discussions around potential future focus and some of the areas which the group would like to see cover include:-

- HSE presentation around dust, asbestos, noise etc
- Recruitment and retention
- Multiskilling

It was agreed that Louise would look to confirm the HSE for the next meeting of the advisory group scheduled to take place on Friday 9th of November.

9. Process Benchmarking: Multiskilling

Colin McInnes provided the group with a presentation focused on multiskilling. This included information on the benefits of as well as barriers to multiskilling. Following this Colin went on to look at what to consider when thinking about multiskilling a workforce/ department, including potential management considerations and risks. Colin also provided an example of a skills matrix which is was agreed would be issued to the group in full post meeting.

There was then a discussion around other factors which included:-

- This not being a quick fix
- Age profile and length of service

It was agreed that this presentation along with the winter readiness would be issued to all attendees in order to gauge if councils wished to work in a collaborative way on these 2 areas.

7. APSE Update and Performance Networks

Louise Melville provided an update on the current work of the Association, including the latest briefings, publications, recent advocacy work, network queries, upcoming APSE Energy and APSE Training events in Scotland, the work of APSE Solutions and upcoming Scottish and National seminars. This included an update on the Annual Seminar which would this year be taking place in Edinburgh.

8. AOCB

There was no other competent business.

9. Date for next meeting

Friday 9th of November at Chatelherault Country Park, Hamilton.

10. Lunch

Attendee List

Name	Council
Scott Mathieson	Aberdeen City Council
Robert Kerr	Aberdeen City Council
Louise Melville	APSE
Colin McInnes	APSE Associate
Richard Stewart	East Ayrshire Council
Andy Dunn	East Ayrshire Council
Robert Fothering	Falkirk Council
Craig Wann	Fife Council
Cllr Judy Hamilton	Fife Council
Ross Grieve	Fife Council
Steve Anderson	Fife Council
Louise Sutherland	Fife Council
Mike Rollo	Moray Council
Tracey McKie	Moray Council
Linda Willox	Moray Council
Jim McMillan	North Ayrshire Council
Michelle Hendry	North Lanarkshire Council
David Latto	Scottish Fire & Rescue Service
Ross Happell	South Ayrshire Council
David Thornton	South Ayrshire Council
Andrew Craigen	South Lanarkshire Council
Grant Taylor	West Lothian Council
Alistair Shaw	West Lothian Council
Duncan MacPherson	West Lothian Council
Robert Stuart	West Lothian Council
Marc Garland	West Lothian Council
Cllr George Paul	West Lothian Council

Apologies

Ronnie Dempster	Dumfries and Galloway Council
Bruce Patrick	Dundee City Council
Kenny Shand	Fife Council
Karen Sillars	Renfrewshire Council
Elaine Scott	Renfrewshire Council
Heather Michael	South Ayrshire Council

William Andrew	South Ayrshire Council
David Hailey	South Ayrshire Council
Angela Gribbin	South Ayrshire Council
Dougie McMillan	South Lanarkshire Council
Cllr Stephanie Callaghan	South Lanarkshire Council