



Dear Colleague,

APSE Transport & Mechanical Advisory Group

I am writing to inform you that the next meeting of the Scottish transport & mechanical group will be held as follows:- Wednesday 12 October 2016 at the Fife Renewables Innovation Centre, Ajax Way, Leven, KY8 3RS

Date: Wednesday 12 October 2016  
Time:  
10:00am Arrival Tea/ Coffee & biscuits  
10:30am Meeting commences  
12.00noon Tour of Hydrogen office project  
1.00pm Lunch  
1:30pm Tranman working group meeting  
3:00pm Departure of working group

Venue: Fife Renewables Innovation Centre, Ajax Way, Leven, KY8 3RS  
Please [click here](#) for a map of the venue & option to enter for directions

Please note that the meeting will be followed with a tour of the Hydrogen Office project, which will then be followed by lunch.

The agenda for the meeting is enclosed.

The meeting is open to elected members and officers from every council in Scotland.

Please ensure you confirm your attendance either by telephoning Lyndsey Moffat on 01698 459 051; by email to [Lmoffat@apse.org.uk](mailto:Lmoffat@apse.org.uk), clicking [here](#) and booking online (submit via left hand side sign up to attend section) or by faxing the attached slip to Lyndsey Moffat on 01698 200 316 in order for the necessary arrangements can be made.

Yours faithfully,

Louise Melville  
Principal Advisor  
Association for Public Service Excellence



**Association for Public Service Excellence**

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Fax back attendance form

APSE Transport & Mechanical Services Advisory Group

Wednesday 12 October 2016 at the Fife Renewables Innovation Centre, Ajax Way, Leven, KY8 3RS

Please complete this form and return it to APSE as soon as possible 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

- 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 \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

## Transport & mechanical services advisory group

Wednesday 12 October 2016 at the Fife Renewables Innovation Centre, Ajax Way, Leven, KY8 3RS

1. Introduction & Welcome
2. Attendance & Apologies
3. Minute of previous meeting held on 16 March 2016
4. Matters Arising
5. Bright Green Hydrogen – who we are and what we do  
Speaker: Barbara Whiting, Lead Officer – Renewables & low Carbon, Fife Council and Lorna Archer, Education Officer, Bright Green Hydrogen
6. Discussion items:
  - Fit to drive update
  - Vision Techniques Stop Safe System update
  - Vehicle specifications update
  - New vehicle procurement options update
  - Emerging technologies for fleet management and utilisation
  - Looking at Grey Fleet size in relation to the total size of the Council workforce and **whether it's excessive.**
  - NLC Patient transport trial update
7. APSE Update  
Speaker: Louise Melville, Principal Advisor (Scotland), APSE
8. A.O.C.B.
9. Future Agenda items for next meeting
10. Date and time of next meeting – 25 January 2017
11. Fife Hydrogen Office project tour
12. Lunch
13. Tranman working group

Facilitated by: Dave Knapman, IQSS