



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 20 March 2019 at the Boardroom, New College Lanarkshire (Motherwell Campus), 1 Enterprise Way, Motherwell, ML1 2XT

Date: Wednesday 20 March 2019

Time:

10:00 am Tea and coffee on arrival

10:30 am Group meeting starts

12.45 pm Lunch

1:30 pm Close

Venue: Boardroom, New College Lanarkshire (Motherwell Campus), 1 Enterprise Way, Motherwell, ML1 2XT

Please note that as parking is extremely limited at the venue, APSE is organising a bus which will collect attendees from Strathclyde Country Park Water Sports Centre car park and will take them to and from the New Lanarkshire College location. Please confirm with the APSE office whether you will require this bus service for the meeting by no later than Thursday 14<sup>th</sup> March and APSE will provide the bus times.

Map and access to directions to New Lanarkshire College [click here](#)

Map and access to directions to Strathclyde Park Water Sports Centre (if using the shuttle) [click here](#)

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 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



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## Transport & mechanical services advisory group

Wednesday 20 March 2019 at Boardroom, New College Lanarkshire (Motherwell Campus), 1 Enterprise Way, Motherwell, ML1 2XT

1. Introduction & welcome Cllr Paul O’Kane, Chair APSE Scotland Transport & Mechanical Group
2. Attendance & Apologies
3. Minute of Previous meeting held on 23 January 2019
4. Matters Arising
5. Discussion of issues affecting service delivery including:
  - New Lanarkshire College training course update
  - Fit to drive
  - Procurement
  - Refuse collection bodies (sole glass collections) and wear/ tear
  - Mobile phone policies
  - Taxi vehicle specification and testing
  - Speakers/ topics update for Aviemore 2019
6. APSE Update  
Speaker: Louise Melville, Principal Advisor (Scotland), APSE
7. A.O.C.B.
8. Future Agenda items for next meeting
9. Date and time of next meeting – 14 – 17 May 2019, APSE Fleet, Waste & Grounds conference in Aviemore
10. Lunch