



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 22 October 2014, in the Boardroom at Glasgow Science Centre, 50 Pacific Quay, Glasgow, G51 1EA**

Date: Wednesday 22 October 2014

Time:

10:00 am Tea and coffee on arrival
10:30 am Group meeting starts
12.30 pm Lunch

Venue: Boardroom at Glasgow Science Centre, 50 Pacific Quay, Glasgow, G51 1EA

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 Garry Lee on 01698 459 051; by email to Glee@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 Garry on 01698 200 316 in order for the necessary arrangements can be made.

Yours faithfully,

Principal Advisor
Association for Public Service Excellence



Association for Public Service Excellence

Brandon House Business Centre
Units 18-20, 23-25 Brandon Street
Hamilton ML3 6DA
telephone: 01698 459 051
fax: 01698 200 316
email: enquiries@apse.org.uk
web: www.apse.org.uk

Fax back attendance form

APSE Transport & Mechanical Services Advisory Group

Wednesday 22 October 2014 at **Boardroom at Glasgow Science Centre, 50 Pacific Quay, Glasgow, G51 1EA**

Please complete this form and return it to APSE as soon as possible via fax to Garry Lee, 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 22 October 2014 in **Boardroom at Glasgow Science Centre, 50 Pacific Quay, Glasgow, G51 1EA**

1. **Introduction & welcome Cllr Alistair Watson, Chair APSE Scotland Transport & Mechanical Group**
2. **Attendance & Apologies**
3. **Minute of Previous meeting held on 26 February 2014**
4. **Matters Arising**
5. **Proposed discussion items include:-**
 - paying vehicle excise duty for vehicles and how different authorities handle this and with the changes coming on stream
 - Procurement of fleet in bulk – currently exploring bulk purchase and phased delivery with short life then resale
 - Taxi legislation – currently undergoing a review of vehicle type, private / general & meters
 - Taxi/Hackney Mot's – Council in house service or external provider?
 - Views on sweating assets through shift operations and implications for Maintenance, Roadworthiness and downtime
 - Road Fund Licences – Effect of having no physical disc on display and setting up a PFA (Pre Funded Account)
 - Web based MOT testing system – Effects of implementing this on IT infrastructure
 - Social & Educational Transport Operations - Delivery models - current and in the future
 - Tyre contracts: Pricing, kerbing bands & quality
 - Benchmarking for vehicle groups
 - ASL bus drivers - changes to driver working patterns to better reflect the needs of the service
 - ASL bus drivers - generating new business to fill previously unproductive parts of the working day
6. **A.O.C.B.**
7. **Date and time of next meeting – 28 January 2015 Perth & Kinross Council**
8. **Lunch**
9. **Performance Networks working group**