



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 9 October 2019 at the Fife Council, Halbeath Depot, Crossgates Road, Halbeath, Dunfermline, KY11 7EG.

Date: Wednesday 9 October 2019

Time:

10:00 am Tea and coffee on arrival

10:30 am Group meeting starts

12:30 pm Lunch

1:15 pm Tour of the Depot

2:00pm Close

Venue: Fife Council, Halbeath Depot, Crossgates Road, Halbeath, Dunfermline, KY11 7EG

Map and access to directions to Halbeath Depot please [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, 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



INVESTOR IN PEOPLE



GB 11409



GB 11132



GB 14074

Association for Public Service Excellence

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Transport & mechanical services advisory group

Wednesday 9 October 2019 at Fife Council, Halbeath Depot, Crossgates Road, Halbeath, Dunfermline, KY11 7EG

1. Introduction & welcome Cllr Paul O’Kane, Chair APSE Scotland Transport & Mechanical Group
2. Attendance & Apologies
3. Update on actions from last meeting 20th March 2019
4. Matters Arising
5. Introduction to Halbeath Depot and background on the project brief
Speaker: Janice Spence, Project Manager, Fife Council
6. Fit2Drive website: Partnership working between Glasgow City Council, NHS Healthy Working Lives, Police Scotland and Scorsa
Speaker: Representatives from the partnership
7. Discussion of issues affecting service delivery including:
 - Fit to drive
 - Procurement
8. APSE Update
Speaker: Louise Melville, Principal Advisor (Scotland), APSE
9. A.O.C.B.
10. Future Agenda items for next meeting
11. Date and time of next meeting – 22nd January 2020, Venue TBC
12. Lunch