

Raising the game: adapting in changing times

APSE Facilities, Catering and Cleaning Management Seminar 2019



24 and 25 January 2019
The Nottingham Belfry Hotel

Programme

Thursday 24 January 2019

09:00 Registration

Welcome by the chair - Cllr Shelley Powell - Chair of the FM & Building Cleaning Advisory Group

10:00 **Session 1: The Bigger Picture**

Challenges and opportunities in FM, Catering and Cleaning

- Local Government finance
- APSE State of the market headlines
- Building on the commercial approach

Paul O'Brien, Chief Executive, APSE

Traded Services to Schools

- The policy context
- Key findings of the CIPFA / APSE research
- Traded services model

David Bentley, Head of Asset Management, CIPFA

The impact of Brexit on school food

- Food costs post Brexit referendum in the educating sector
- Impact on seasonal produce
- Key research findings on issues affecting employment

Michael Nelson, Emeritus Reader in Public Health Nutrition, King's College London

Audience question and answer session

11:30 Coffee break and exhibition viewing

12:00 **Session 2: Resolving frontline issues**

Insourcing facilities management

- Considering the option to insource
- The building blocks of a successful transition
- Insourcing case studies

Mo Baines, Head of Communication & Coordination, APSE

Reducing sickness in frontline staff

- The cost of high absence rates
- The need to shift the culture from absence to attendance
- Developing a joint agenda and approach to deal with absence management

Dave Johnson, National Secretary for business, commerce and environment, UNISON

Improving workforce efficiency with technology

- Utilising a kitchen management system
- Using e-attendance software efficiently in building cleaning
- General digital administration systems

Elaine Bridge, Head of Service, Bolton Metropolitan Council

Audience question and answer session

13:00 Lunch and exhibition viewing

14:00 **Session Three: Workshops**

Workshop 1: Reducing childhood obesity

Reducing sugar in school catering

John Friggins, West Sussex Council

Healthy Lifestyles

Kate Evans, Derbyshire County Council

Workshop 2: FM and building cleaning service models

Providing an FM solution

James Holmes, Knowsley Council

The integrated approach

John Bedwell, APSE Associate

14:45 Coffee and Exhibition viewing

15:15 **Session 4: Doing things differently**

Going Vegan

- Developing a whole school full vegan menu
- Achieving buy in from children and parents
- The journey so far

Simon Bishop, Commercial Development Chef, Cityserve, Birmingham City Council

If it needs doing, why can't we do it?

- The road to transforming Powys cleaning service
- Engaging and bring staff onboard
- Developments for the future

Ian Hammond and Jason Rawbone, Powys County Council

Facing Challenges, creating Solutions

- Creating an in-house, holistic FM service
- Providing an award-winning comprehensive offering
- The future focus

Michael Lamb, Facilities Officer, Gateshead

Audience question and answer session

16:30 Day one close

APSE FM, catering and cleaning management annual charity dinner

19:00 Pre dinner drinks

19:30 Annual charity dinner

Friday 25 January 2019

09:30 Registration

Morning briefing

These speakers provide interactive bitesize sessions which will explore how to bid and manage SLAs and Contracts effectively.

Managing Service Level Agreements and Contracts within the local authority sector

Facilitator: Andrew Upritchard, APSE Associate

Winning Work: Hints & Tips in bidding for contracts

Facilitator: Anita Brown, Stockton Council

11:30 Seminar close with light refreshments

About the seminar

Change within local authority FM, catering and cleaning services is a constant and organisations are continually adapting and innovating to remain competitive and commercially successful in a fragmented marketplace. Whilst the wholesale move to Academy schools is no longer Government policy, the relationship with schools will necessarily move to a contractual one and in-house teams must ensure that their commercial and tendering skills meet the challenge. At the same time, Councils continue to seek budget savings and FM is increasingly the beneficiary of this strategy as ever more services are bundled within the FM umbrella. School food policy across UK is increasingly divergent, reflecting the priorities of the devolved governments and funding for Universal Infant Free School Meals and Breakfasts is not protected and therefore uncertain into the future. Opportunities to add value to the core service, thorough links to the curriculum and public health should be seized and built into the package of services offered.

This seminar brings together speakers from facilities management, catering and cleaning and the organisations that impact on them to chart the future and highlight some of the many challenges facing service providers. The two days are crafted to give delegates the opportunity to refresh their knowledge, learn new skills and give practical advice on implementing some exciting new ideas back in the workplace.

Who should attend?

This unique seminar is designed to give service directors, managers, elected members and trade union representatives in the service areas of catering, cleaning, facilities management the opportunity to gain knowledge from experts in the sectors and to discuss strategic and policy issues with colleagues.

Reserve your place now by completing the booking form and emailing it back to cpetersensnell@apse.org.uk or by completing the online booking form at www.apse.org.uk

The venue

The Nottingham Belfry
Mellors Way
Off Woodhouse Way
Nottingham
NG8 6PY

The Nottingham Belfry is a contemporary, warm and stylish four star hotel located on the edge of the Nottingham making it easily accessible. Just a mile from J26 of the M1, 15 miles from East Midlands Airport and just 5 miles from the city centre. The Hotel can be reached in under an hour from Sheffield, Derby and Leicester

The hotel also offers 250 complementary car parking spaces and comes with an electric car charging point.

Contact details

Contact name	Authority
Address	
	Postcode
Email	Telephone

Please detail any special dietary or access requirements for the delegates listed below (including vegetarian/vegan)

Delegate Packages Exclusive of accommodation costs

What's included: The delegate fee covers seminar attendance, delegates' documentation, lunches and light refreshments and dinner on the evening of 24 January.

Accommodation is not included.

Full seminar attendance including evening function

APSE members **£249 +VAT**

Non member LAs: **£390 +VAT**

Commercial organisations: **£459 +VAT**

Accommodation Bookings allocated on 'first come' basis

Option A: 1 night accommodation

Dates: 23 January 2019 **Cost (B&B) £85***

Option B: 1 night accommodation

Dates: 24 January 2019 **Cost (B&B) £85***

Option C: 2 nights accommodation

Dates 23 and 24 January 2019 **Cost (B&B) £170***

(*) APSE will invoice delegates for the accommodation cost at the appropriate rate. All the above rates are exclusive of VAT. All extras must be paid direct to the hotel on departure.

Payment details

- Please find enclosed cheque made payable to APSE
- Please invoice me (if required please include purchase order number) _____
- VAT registration number 519 286 915

Delegate details

Please circle one of each

Delegate name	Position	Email	Hotel	Workshop	Attending Morning Briefing?
			A B C	1 2	Yes No
			A B C	1 2	Yes No
			A B C	1 2	Yes No
			A B C	1 2	Yes No

- Please confirm that you are happy for APSE to retain your details so that we can send you information relevant to your area of interest. Your data will be used for sign in sheets, delegate lists and hotel lists (where relevant). If you are making a booking on behalf of other delegates please confirm that you have their permission to be included on our database. Our GDPR policy is available on our website: www.apse.org.uk.**

CANCELLATION & REFUND POLICY: Reservation is a contract. Substitution of delegates is acceptable any time in writing by post, email to cpetersensnell@apse.org.uk or fax to 0161 772 1811. Cancellations must be made in writing at least 10 working days before the event, and will incur a 20% administration fee. No refunds can be given for cancellations received less than 10 working days before the event or for non-attendance. In the unlikely event of cancellation by the organisers, liability will be restricted to the refund of fees paid. The organisers reserve the right to make changes to the programme, speakers or venue should this become necessary.

Register for the seminar:

1

Online form:
www.apse.org.uk

2

Email this form to:
cpetersensnell@apse.org.uk