

October 2015



Dear Colleague,

APSE Scotland Roads & Lighting Advisory Group

I am writing to inform you that the next meeting of the Scottish Roads and Lighting Advisory Group will be held as follows:- **Tayside Contracts, Ruthvenfield Depot, Inveralmond Industrial Estate, Perth, PH1 3EE**

Date: Friday 13 November 2015

Time:

10:00 am Tea & coffee
10:30 am Advisory group commences
12.15 pm Lunch
1.00pm Process Benchmarking meeting

Venue: **Tayside Contracts, Ruthvenfield Depot, Inveralmond Industrial Estate, Perth, PH1 3EE**

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,

Louise Melville
Principal Advisor
Association for Public Service Excellence



Association for Public Service Excellence

Brandon House Business Centre
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web: www.apse.org.uk

Fax back attendance form

APSE Scotland Roads & Lighting Services Advisory Group Meeting

Friday 13 November 2015, at **Tayside Contracts, Ruthvenfield Depot, Inveralmond Industrial Estate, Perth, PH1 3EE**

Please complete this form and return it to APSE as soon as possible via fax to Garry, 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"/>

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- 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

Friday 13 November 2015 – Tayside Contracts, Ruthvenfield Depot, Inveralmond Industrial Estate, Perth, PH1 3EE

- 1. Introduction & welcome from Cllr Paul O’Kane**
- 2. Attendance & Apologies**
- 3. Minutes of Previous Meeting – 30 January 2015**
- 4. Matters Arising**
- 5. HSE project to reduce ill health in paving, road and highway work**

Speaker: Dr Robert Ellis, Occupational Hygiene/ Noise & Vibration Unit, Health & Safety Executive

- 6. Roads Collaborations and partnership working – Looking ahead**

Discussion led by: John Mundell, Chief Executive, Inverclyde Council

- 7. CDM Regulation Changes**

Speaker: Nicola Davidson, Health & Safety Technician, Aberdeenshire Council

- 8. APSE/ SCOTS Performance Networks update**

Speaker: Dorothy Reid, Area Roads Engineer, Falkirk Council

- 9. Discussion of issues affecting service delivery and network queries including:-**

- **Risk matrix for defect categorisation**
- **Litter picking on roads over 40 mph**

Speaker: Group discussion

- 10. APSE Update**

Speaker: Louise Melville, Principal Advisor, APSE Scotland

- 11. A.O.C.B & Future Agenda Items**

- 12. Date and venue of next meeting – 29 January 2015, Tayside Contracts Depot**

- 13. Lunch**

- 14. Process benchmarking with Colin McInnes**