

APSE Roads & Lighting Services Advisory Group

6 May 2016

Tayside Contracts, Perth

1. Introduction & Welcome

Cllr Paul O'Kane was unable to attend due to other Elected Member duties, therefore L Melville welcomed all to the meeting and thanked everyone for attending. Louise also thanked Tayside Contracts for their continued hospitality here in Perth towards the APSE Roads and Lighting advisory group.

2. Attendance & Apologies

See attached.

3. Minutes of 29 January 2016

The minutes of the meeting on 29 January were agreed to be a true and accurate record.

4. Matters arising

No matters arising.

5. Impact of budget cuts on service provision

Speaker: Group Discussion

There was a detailed discussion held around the room in relation to the impact of budget cuts. Colleagues provided information on the budget cuts they were facing and the challenges this provided. As part of the discussions the group shared some of the areas under review as well as ideas/ initiatives which could potentially be undertaken.

It was agreed that a full minute of this agenda item would not be recorded, with all information shared between those in attendance at the meeting.

6. Types of IT systems used by roads and lighting services and local authority experiences

Speaker: Group Discussion

The group held a discussion on IT systems in use within the roads and street lighting services. It was noted that there was a number of different systems and software packages in use. A member of the group contacted the APSE office post meeting with some further information to the CONFIRM system which was one discussed

during the meeting. They have asked for the following to be included in the minutes for further information to the attendees.

There is an active user community on-line, which was started by West Lothian and North Lanarkshire Councils. The "Confirm Users Online" group can be found on the Knowledgehub (khub.net). The group has over 300 members from throughout the UK not just Scotland. This can be a good source of information and problem solving.

Finally, Louise agreed to send an email to the roads attendees before the next advisory group meeting to find out which systems were currently being used and whether there was appetite for an IT user group to be formed similar to the APSE Scotland Transport group.

7. Process benchmarking: Flooding issues – including emergency action plans, escalation processes, innovative work methods
Discussion led by: Colin McInnes, APSE Associate

Colin McInnes updated the group on the flooding survey which was currently underway. All responses should be returned to Colin by no later than Thursday 30th June.

There was also a general discussion in relation to other potential areas of process benchmarking which included utilities and potential partnerships.

8. APSE/ SCOTS performance networks update
Speaker: Raymond Smith, Roads Manager, Falkirk Council

Raymond Smith provided an update on the next round of information for collection within the APSE/SCOTS template. The update also included information on the importance of providing accurate financial information within the return, especially as SOLACE via the Improvement Service would be looking to use the "Cost per Km" PI for future reports.

9. Discussion of issues affecting service delivery

There was a general discussion held around the navigation systems being used for winter gritting. These included Navigator and Schmidt Autologic.

10. APSE Update
Speaker: Louise Melville, Principal Advisor, APSE

Louise delivered an update on the work of the Association, including our latest research on the "Final Piece of the Jigsaw" a further study on elected members and the recently released "APSE Scotland's toolkit for Solar PV" which was produced by APSE Energy and available to all APSE Scotland member authorities (please contact Louise Melville on Lmelville@apse.org.uk should you wish a copy). Louise also updated the group on the various forms of advocacy undertaken recently including APSE's work within the SWITCH forum, recent responses to Scottish Government consultations and participating in party political conferences. Louise completed the

presentation by updating the group on APSEs services including APSE Solutions, APSE Training, Performance Networks and the upcoming seminars.

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

It was agreed that should attendees have any suggestions for future topics these would be emailed to Louise Melville at the APSE office.

12. Date & venue of next meeting

The date and venue of the next meeting will be confirmed following the Scottish AGM in June.

Attendee List

Brian Strachan	Aberdeen City Council
Fiona Kirk	Aberdeen City Council
Douglas Hill	Angus Council
Louise Melville	APSE
Colin McInnes	APSE
Gordon McOmish	City of Edinburgh Council
Mike Fawkes	Dumfries & Galloway Council
Ewan McNaughton	Dundee City Council
Dougie McKay	Dundee City Council
Lisa Chiles	Dundee city Council
Iain Mawhinney	East Dunbartonshire Council
Glen Kane	East Lothian Council
Brian Orde	East Renfrewshire Council
Raymond Smith	Falkirk Council
Derek Crowe	Fife Council
John MacLennan	Highland Council
Stewart Walker	North Ayrshire Council
Billy Johnstone	Orkney Islands Council

Lisa Cairns	Scotland Excel
Cameron Pope	Scotland Excel
Jamie Wright	Stirling Council
Kenneth Brown	West Lothian Council
Kevin Hamilton	West Lothian Council

Apologies List

Bill Lennox	Aberdeenshire Council
Alan Simpson	City of Edinburgh Council
Joe Stockman	East Lothian Council
Dorothy Reid	Falkirk Council
Bill Liddle	Fife Council
Chris Burns	Glasgow City Council
Elizabeth Maciver	Highland Council