

Date: October 2015



Dear Colleague,

APSE Parks, Grounds & Street Services Advisory Group

I am writing to inform you that the next meeting of the Scottish parks, grounds & street services group will be held as follows:- **Calder Room, Strathclyde Country Park, Watersports Centre, 366 Hamilton Road, Motherwell, ML1 3ED**

Date: Wednesday 18 November 2015

Time:

10:00 am Tea, coffee and arrival
10:30 am Advisory group commences
12:30 pm Lunch
1:30 pm Close

Venue: Calder Room, Strathclyde Country Park, Watersports Centre, 366 Hamilton Road, Motherwell, ML1 3ED

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; or [click here](#) to book online; by email to Glee@apse.org.uk or by faxing the attached form to 01698 200 316 in order that the necessary arrangements can be made.

Yours faithfully,

Louise Melville
Principal Advisor
APSE Scotland



Association for Public Service Excellence

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

Fax back attendance form

APSE Parks, Grounds & Street Services Advisory Group Meeting

Wednesday 18 November 2015, **Calder Room, Strathclyde Country Park, Watersports Centre, 366 Hamilton Road, Motherwell, ML1 3ED**

Please complete this form and return it to APSE before 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 |

APSE Parks, Grounds & Street Services Advisory Group Meeting

Wednesday 18 November 2015, 10:30 – 13:30, Tea/ Coffee from 10:00 at **Calder Room, Strathclyde Country Park, Watersports Centre, 366 Hamilton Road, Motherwell, ML1 3ED**

- 1. Welcome from Cllr Norman Hampshire, Chair of Group**
- 2. Attendance & Apologies**
- 3. Minutes of Previous Meeting (19 August 2015)**
- 4. Matters arising**

- 5. Open Space Strategy: Previous lessons learnt and current developments**
Speaker: Colin Bell, Open Space & Cemeteries Manager, West Lothian Council

- 6. Wildflower meadow creation**
Speaker: Guy Harewood, Senior Sustainable Development Officer, Stirling Council

- 7. Headstone Policy, stabilisation and identification**
Speaker: Group Discussion

- 8. Code of Practice on Litter and Refuse review update**
Speaker: Emma Leel, Project Manager Litter & Flytipping, Zero Waste Scotland

- 9. APSE Performance Networks and Land Audit Management System (LAMS)**
Speaker: Debbie Johns, Head of APSE Performance Networks

- 10. APSE update**
Speaker: Louise Melville, Principal Advisor, APSE Scotland

- 11. Date and venue for next meeting (Wednesday 2 March 2016 – Venue TBC)**
Potential topics will include
 - Savings v Cost Avoidance
 - Procurement and Buy Smart
 - Charging for bootcamps and dog walking services
 - Community Empowerment Bill (Allotments)

- 12. A.O.C.B**

- 13. Lunch**