

October 2016



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:- Avon Room, Hamilton Town House, 102 Cadzow Street, Hamilton, ML3 6HH

Date: Wednesday 2 November 2016

Time:

10:00 am Tea, coffee and arrival
10:30 am Advisory group commences
12:30 pm Lunch
1:15 pm Process benchmarking
3.00pm Close

Venue: Avon Room, Hamilton Town House, 102 Cadzow Street, Hamilton, ML3 6HH
There are two small pay & display car parks right next to Hamilton Town House (both on Auchingramont and Lower Auchingramont Road) as well as on street parking. There is also a larger public car park (directly next to the Hamilton central train/bus station) approximately 5-10 minute walk from the venue, more details on this and other nearby car parks can be found by [clicking here](#). **Please note parking within Hamilton car parks are all now pay & display.**

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; or [click here](#) to book online; by email to Lmoffat@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 Street
Hamilton ML3 6DA
telephone: 01698 459051
fax: 01698 200316
email: enquiries@apse.org.uk
web: www.apse.org.uk

Fax back attendance form

APSE Parks, Grounds & Street Services Advisory Group Meeting

Wednesday 2 November 2016, Avon Room, Hamilton Town House, 102 Cadzow Street, Hamilton, ML3 6HH

Please complete this form and return it to APSE before as soon as possible via fax to Lyndsey Moffat, 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 2 November 2016, 10:30 – 15.00, Tea/ Coffee from 10:00 at Avon Room, Hamilton Town House, 102 Cadzow Street, Hamilton, ML3 6HH

1. Welcome from Cllr Norman Hampshire, Chair of Group
2. Attendance & Apologies
3. Minutes of Previous Meeting (24 August 2016)
4. Matters arising
5. **Edinburgh's Sensor Trial: Looking at smart technology within street cleansing**
Speaker: Andrew MacLeod, Project Officer, City of Edinburgh Council
6. Litter Managers Network: Feedback from ZWS workshops
Speaker: David Barnes, Programme Area Manager (Litter and Flytipping), Zero Waste Scotland
7. Trunk road litter management: update on briefing note and further comment
Speaker: Group discussion
8. How local authorities can best deal with the Community Empowerment Bill – particularly in relation to allotments
Speaker: Group discussion
9. **Member feedback on any other managers' forums/ focus groups**
Speaker: Group discussion
10. APSE update
Speaker: Louise Melville, Principal Advisor, APSE Scotland
11. Date and venue for next meeting (1 March 2016)
Potential topics will include
 - Sustainable Drainage Systems
 - Burial & Cremation (Scotland) Act
12. A.O.C.B
13. Lunch
14. Process benchmarking meeting: focussing on the processes involved in truck road litter picking and Litter Managers Network
Facilitated by: Debbie Johns, Head of Performance Networks & Louise Melville, Principal Advisor, APSE Scotland