

February 2017



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:- National Mining Museum Scotland, Lady Victoria Colliery, Newtongrange, Dalkeith, EH22 4QN

Date: Wednesday 30 August 2017

Time:

10:00 am Tea, coffee and arrival

10:30 am Advisory group commences

12:30 pm Lunch

1:00 pm Litter Managers Network

3.00pm Close

Venue: National Mining Museum Scotland, Lady Victoria Colliery, Newtongrange, Dalkeith, EH22 4QN

Directions: Please [click here](#) for a map and the option to input directions to the venue.

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 30 August 2017, National Mining Museum Scotland, Lady Victoria Colliery,
Newtongrange, Dalkeith, EH22 4QN

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 30 August 2017, 10:30 – 15.00, Tea/ Coffee from 10:00 at National Mining Museum Scotland, Lady Victoria Colliery, Newtongrange, Dalkeith, EH22 4QN

1. Welcome from Cllr Norman Hampshire, Chair of Group
2. Attendance & Apologies
3. Minutes of Previous Meeting (1 March 2017)
4. Matters arising
5. Community Empowerment Act Part 9: Allotments – Q&A
Speaker: Robin MacLean, Scottish Government
6. Member feedback on any **other managers' forums/ focus groups**
Speaker: Group discussion
7. Litter Action Plans discussion
Speaker: Group discussion
8. Recent network queries
 - Bereavement services – Muslim burials (would be grateful to hear from any other member authorities who would be willing to share their written method statement including risk assessments)Speaker: Group discussion
9. APSE update and feedback on Performance Networks Land Audit Management System – Total sheets (yellow)
Speaker / Discussion Facilitator: Garry Lee, Acting Principal Advisor, APSE Scotland
10. Date and venue for next meeting
11. A.O.C.B
12. Lunch

13. Litter Managers Network (please see separate agenda for this)
Facilitated by: Jamie Fry and David Barnes, Zero Waste Scotland