

January 2016



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 29 January 2016

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
Units 18-20, 23-25 Brandon Street
Hamilton ML3 6DA
telephone: 01698 459 051
fax: 01698 200316
email: enquiries@apse.org.uk
web: www.apse.org.uk

Fax back attendance form

APSE Scotland Roads & Lighting Services Advisory Group Meeting

Friday 29 January 2016, 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"/>

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

Friday 29 January 2016 – 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 – 13 November 2015**
- 4. Matters Arising**

- 5. UK Lighting Board Update & National Street Lighting Energy Efficiency Programme**
Speaker: Lindsay McGregor, Associate Director, Scottish Futures Trust

- 6. Winter flooding: Round table discussion on the various systems and processes established, highlighting best practice and lessons learnt**
Speaker: Group Discussion

- 7. Process Benchmarking - next steps?**
Discussion led by: Colin McInnes, APSE Associate

- 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 (update)**
 - **Impact of budget cuts on service provision**
 - **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 – TBC following Scottish AGM. National Roads & Highways seminar 3/4 March 2016 in Newcastle**

- 13. Lunch**

- 14. Process benchmarking with Colin McInnes**