

April 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 6 May 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

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web: www.apse.org.uk



Fax back attendance form

APSE Scotland Roads & Lighting Services Advisory Group Meeting

Friday 6 May 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 6 May 2016 – Tayside Contracts, Ruthvenfield Depot, Inveralmond Industrial Estate, Perth, PH1 3EE

1. Introduction & welcome
2. Attendance & Apologies
3. Minutes of Previous Meeting – 29 January 2016
4. Matters Arising
5. Impact of budget cuts on service provision
Speaker: Group discussion
6. Types of IT systems used by roads and lighting services and local authority experiences
Speaker: Group Discussion
7. Process benchmarking: Flooding issues – including emergency action plans, escalation processes, innovative work methods
Discussion led by: Colin McInnes, APSE Associate
8. APSE/ SCOTS Performance Networks update
Speaker: Raymond Smith, Roads Manager, Falkirk Council
9. Discussion of issues affecting service delivery and network queries including
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 taking place in June

13. Lunch