



Dear Colleague,

### **APSE Waste & Recycling Advisory Group**

I am writing to inform you that the next meeting of the Scottish Waste & Recycling Advisory Group will be held as follows:- Friday 26 February 2016 in the **Conference Room, King James VI Business Centre, Riverview Business Park, Friarton Rd, Perth, PH2 8DY**

**Date:** Friday 26 February 2016

**Time:**

10:00 am Tea & coffee on arrival  
10:30 am Advisory group commences  
12:30 pm Buffet lunch  
2:00 pm Close

**Venue:** **Conference Room, King James VI Business Centre, Riverview Business Park, Friarton Rd, Perth, PH2 8DY**

The agenda for the meeting is enclosed.

The meeting is a **free event** open to all APSE Scotland Members (elected members and officers).

Please ensure you confirm your attendance either by faxing the attached slip to Garry on 01698 200 316; by email to [Glee@apse.org.uk](mailto:Glee@apse.org.uk) or [click here](#) to book online in order for the necessary arrangements can be made.

Yours faithfully,

Louise Melville  
Principal Advisor  
APSE Scotland



**Association for Public Service Excellence**

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Fax back attendance form

**APSE Waste & Recycling Services Advisory Group Meeting**

Friday 26 February 2016 at the **Conference Room, King James VI Business Centre, Riverview Business Park, Friarton Rd, Perth, PH2 8DY**

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**.....

<b>Name</b>	<b>Email</b>	<b>To attend Advisory Group</b>	<b>Apologies for Advisory Group</b>
		<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**

<b>Title</b>	<b>First Name</b>	<b>Surname</b>
<b>Job Title</b>		<b>Authority</b>
<b>Department</b>		
<b>Address</b>		
		<b>Post Code</b>
<b>Telephone</b>	<b>Fax</b>	<b>Email</b>

## **Waste & Recycling Services Advisory Group**

Friday 26 February 2016, 10:30am to 2:00 pm, Tea/ Coffee from 10:00 at the **Conference Room, King James VI Business Centre, Riverview Business Park, Friarton Rd, Perth, PH2 8DY**

- 1. Introduction and welcome**
- 2. Attendance & Apologies**
- 3. Minutes of Previous Meeting held on 27 November 2015**
- 4. Matters arising**
- 5. Training Modules/Opportunities & Modern Apprenticeship in Sustainable Resource Management**  
**Speaker:** Fiona Craig, Training Advisor, Zero Waste Scotland
- 6. The Household Recycling Charter and Code of Practice**  
**Speaker:** Andy Dick, Programme Manager, Zero Waste Scotland and Lorna Richardson, Policy Manager (Waste, Carbon and Climate Change), COSLA
- 7. SWITCH update**  
**Speaker:** Andy Malcolm, APSE representative on SWITCH Executive Committee
- 8. APSE Update**
  - National Issues
  - Research & Briefings**Speaker:** Louise Melville, Principal Advisor, APSE Scotland
- 9. Discussion of issues affecting service delivery including:-**
  - Commercial Waste Contracts
  - Collection Round Risk Assessments
  - Request to add a SWITCH question to the APSE PN returns
- 10. Date/Venue of next Meeting - 17 – 20 May 2016, Scottish Fleet, Waste & Grounds seminar Aviemore**
- 11. Lunch**