

August 2010



Dear colleague

APSE waste management, refuse collection and street cleansing advisory group followed by the performance networks benchmarking group meeting

I am writing to inform you that the next meeting of the above advisory group and performance networks benchmarking group meeting will be held as follows:-

- Date:** Wednesday 29 September 2010
- Time:**
- 10:00am Tea, coffee and arrival
 - 10:30am Advisory group commences
 - 12:30pm Buffet lunch
 - 01:15pm Process benchmarking group (open to members of APSE performance networks only)
- Venue:** Room 2, YHA, Castlefield, Manchester, M3 4NB (map enclosed)

The agendas for both meetings and map are enclosed. The advisory group is open to directors, service managers and senior officers as well as trade union representatives of associated member trade unions. We particularly welcome elected members at our advisory groups.

The APSE performance networks benchmarking group meeting will take place following lunch and will consider process benchmarking on procurement, efficiency savings and waste and recycling streams.

Please ensure you confirm your attendance either by telephoning Keisha Swaby on 0161 772 1810; by email to kswaby@apse.org.uk or by posting/faxing the slip overleaf to Keisha on 0161 772 1811 before **Wednesday 22 September 2010** so that the necessary arrangements can be made.

Yours faithfully

Cllr Symon Fraser
Advisory Group Chair



Association for Public Service Excellence

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Lancastrian Office Centre
Talbot Road, Old Trafford
Manchester M32 0FP
telephone: 0161 772 1810
fax: 0161 772 1811
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APSE waste management, refuse collection and street cleansing advisory group

Wednesday 29 September 2010, 10:00 am for coffee and registration. Commences 10:30am to 12:30pm
Room 2, YHA, Castlefield, Manchester, M3 4NB

Agenda

Welcome from the Chair of Group

Apologies for absence

Minutes of the last meeting

Matters arising

- 1. Hartlepool Borough Council: first in the country to achieve Level 2 NVQ in Local Environmental Services** – Denise Ogden, Assistant Director of Neighbourhood Services, Hartlepool Borough Council
- 2. Waste management, students and the end of the academic year** – Jason Martyn, Operations Manager, Nottingham City Council
- 3. Restructuring streetscene services** – Peter Connell, APSE best value consultancy
- 4. Restoring stained and chewing gum infested paving** - Martin Whitbread, Managing Director Gum Clear
5. National APSE update on latest policy issues, lobbying activity, briefing papers, publications and update on refuse and street cleansing network enquiries.
6. Future topics and areas of work for the group
7. Any other business

Lunch at 12:30 – 1:15 followed by performance networks process benchmarking group meeting for those authorities who are members of performance networks for refuse collection

APSE performance networks refuse collection process benchmarking group

Wednesday 29 September 2010 commences (after lunch) approx. 1:15pm to 3:00 pm

Room 2, YHA, Castlefield, Manchester, M3 4NB

Agenda

1. Welcome
2. Apologies for absence
3. Matters arising
4. **Performance analysis: the % difference between waste and recycling kg's year-on-year**
5. **Process benchmarking**
 1. **Procurement**
 2. **Efficiency savings**
 3. **Waste and recycling streams**
6. Programme for further process benchmarking during 2010
7. Any other business

Fax back attendance form

APSE waste management, refuse collection and street cleansing advisory group - followed by the APSE performance networks benchmarking group meeting

Wednesday 29 September 2010, Room 2, YHA, Castlefield, Manchester, M3 4NB

Please complete this form and return it to APSE before Wednesday 22 September 2010 via fax to Keisha Swaby, on 0161 772 1811.

Authority:.....

Address

..... **Post Code**.....

Name	Email	To attend Advisory Group	Apologies for Advisory Group	To attend PN group	Apologies for PN 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"/>
		<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** _____

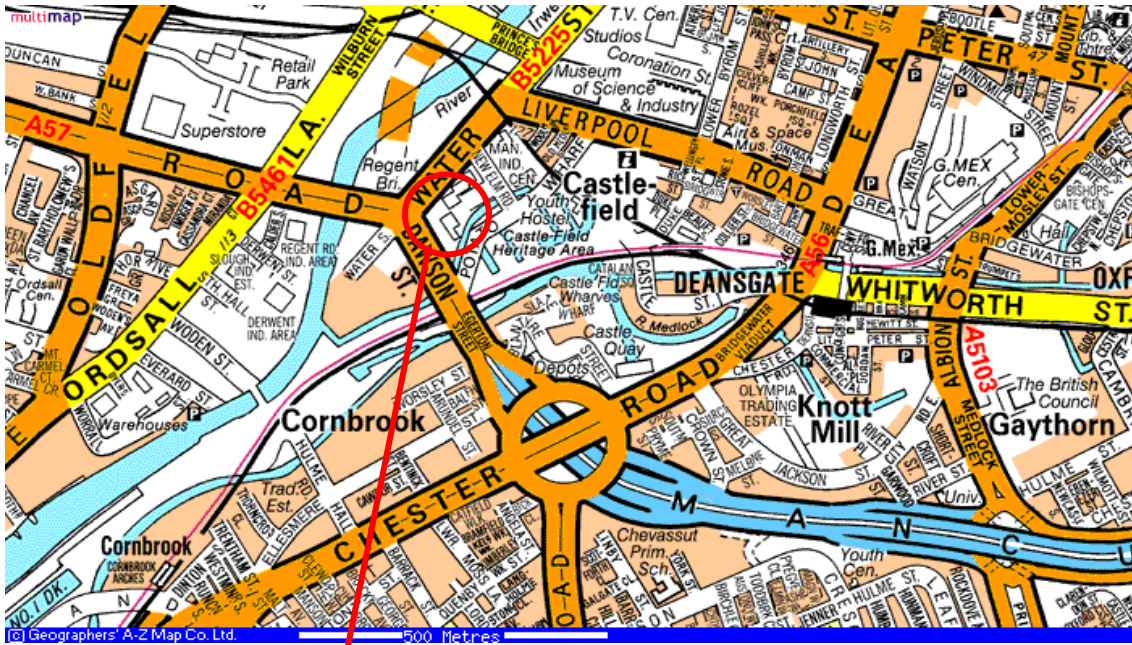
Department _____

Address _____

Post Code _____

Telephone _____ **Fax** _____ **Email** _____

Youth Hostel Association, Manchester



**YHA Manchester
Potato Wharf
Liverpool Road
Castlefield
Manchester
M3 4NB**

0161 839 9960

From the Airport:

Take the Rail link direct to Deansgate where we are only a five-minute walk, or alternatively take the train to Manchester Piccadilly, then Metrolink to G-Mex.

From Piccadilly Train Station and the Bus Station:

From Piccadilly Station take the train to Deansgate station or the tram to G-Mex Station. For the tram you will need a city centre ticket which you can purchase on the platform. The Metrolink is suitable for wheelchair users. From Deansgate Station cross Whitworth Street into Deansgate, then turn left onto Liverpool Road. Potato Wharf is two thirds of the way down, across from the Museum of Science & Industry. The YHA is behind the Castlefield Hotel.

From G-Mex Metrolink Station, cross the tracks & turn left. You will see signs for the YHA down the stairwell or lift, past the Roman fort, down the steps and across the Castlefield Event Arena next to the canal. Wheelchair users will need to cross the street when they come out of the lift. Turn left, first right and left into Liverpool Road then onto Potato Wharf.

By Road:

Follow signs for Castlefield/Museum of Science & Industry. The hostel is behind the Castlefield Hotel and opposite the Museum of Science & Industry.