

**Scottish Parks, Grounds & Streets advisory group**  
**Minutes 1 March 2017**  
**Chatelherault Country Park, Hamilton**

**1. Welcome & Introduction**

Cllr Norman Hampshire, Chair of the advisory group welcomed all and thanked everyone for attending today's meeting in Chatelherault.

**2. Attendance & Apologies**

Please see attached.

**3. Minutes from Previous meeting (2 November 2016)**

The group agreed the previous minutes were a true and accurate record.

**4. Matters Arising from Previous meeting**

There were no matters arising from the meeting on 2 November 2016.

**5. North Ayrshire's Environmental Enforcement Team**

Jim Heaney provided a very interesting presentation to the group on the work of the Environmental Enforcement team, this included information on the role of the team and the areas which the team covered:-

- Litter
- Dog fouling
- Flyposting
- Site tipping/ fly tipping

Jim provided the group with information on some of the campaigns the team had been involved in which included "Obliterate", a school pilot on littering. The team found that getting schools on board with the pilot wasn't easy with the pilot being adopted in the 3<sup>rd</sup> school the team approached. The pilot involved a letter sent home plus a detention for the first offence and then if caught dropping again another letter was sent home but this time with information on the potential for the child to receive a fixed penalty notice, the child was also asked to join a litter pick with the eco group within the school. There was also a reward for children actively putting litter in the bins, which included free passes to the local leisure centres.

Jim also highlighted the use of technology within the team to help deal with offenders of the four areas mentioned earlier in the presentation. Jim noted that before a fixed penalty the team will generate an investigative letter. This has helped to stop small waste companies (e.g. your white van man) fly tipping.

Jim confirmed that the team worked together with a number of other Council departments including housing, anti-social behaviour, education and schools as well as courts however there had been few prosecutions.

In the final part of his presentation Jim highlighted the importance of having proactive regular meetings of the team which covered areas such as:-

- Where we were doing things right
- Where we were getting less success
- Where we could look to improve

## **6. Serious/ Fatal road traffic accidents**

There was a round the room discussion in relation to the policies/ procedures attendees had in relation to dealing with clean up/ collection on sharps/ removal of fluids. A number of Councils highlighted that they had policies in place and/ or staff were given training on particular areas. These included:-

West Lothian Council – Policy to clean up following a serious/ fatal road traffic accident. Staff are trained in bodily fluid clean ups. The Council have a Service Level Agreement with Emergency Services. Please ask APSE to provide details for Andy Johnston should further information be required.

East Lothian Council – Procedure for collection of sharps etc, Please ask APSE to provide details for Stuart Pryde should further information be required.

South Lanarkshire Council – Training provided for the removal of sharps and bodily fluids. Please contact APSE to provide details for Ian Guild should further information be required.

## **7. Members forum**

### Bereavement

Areas currently underway include procedures and charters on coffins, as well as the redesign of equipment available.

Charter for affordable funerals, looking to address the issue of funeral poverty.

FAI recommendations for headstones.

### Community Empowerment

Working group in relation to allotments.

### Commercialisation

Number of case studies and information within both APSE Scotland and National Commercialisation advisory groups. See APSE website for past presentations and discussion items.

## **8. Process benchmarking on litter picking**

The group held a discussion on the up to date templates which had been completed regarding litter picking. The group discussed the possibility of sharing risk assessments as well as the issues surrounding the storage of bags.

It was also noted that there can be differences in terms of scenarios including rural areas and road closures on dual carriageways. There was also a discussion around jumping in on the back of a road closure including the policies/ criteria.

## **9. APSE Update**

Louise Melville provided the group with an update on the work of the association included the newest piece of research which was a neighbourhood services poll undertaken by Survation on behalf of APSE. Louise also provided the group with information on APSE's new Promoting Excellence You Tube programme which will be a follow up to the 2016 programme and will be concentrating on the key

role local authorities have in building sustainable communities. Finally, Louise provided information on the other services provided by APSE including Energy, Solutions, Training, Performance Networks and events before finishing the presentation by highlighting the “Striving for Excellence awards” once again taking place in Aviemore. One of the categories will once again be Parks, Grounds & Streets services and Louise encouraged all attendees to look to participate.

#### 10. Date & venue of next meeting

The next meeting is the Scottish Fleet, Waste & Grounds conference taking place on 23-26 May in Aviemore.

#### 11. A.O.C.B

There was no other competent business noted.

#### 12. Lunch

#### 13. Litter Managers Network

##### Litter Managers Network

As part of the actions APSE did issue a briefing on the Litter day of Actions which had been discussed and agreed as part of this agenda item.

There was also a discussion around contacting/ lobbying Scottish Government in relation to the Trunk Road maintenance concerns which the group have. It was agreed that this would be discussed further in at the Aviemore forum before proceeding. Louise would look to pull together a draft letter to send using the draft briefing currently being put together by the group.

#### Attendance

Name	Authority
Lesley Forrest	Aberdeenshire Council
Andy Sheridan	Aberdeenshire Council
Richie Strachan	Angus Council
Gordon Allan	Angus Council
Kevin Robertson	Angus Council
Debbie Johns	APSE
Louise Melville	APSE
Allan MacDonald	Argyll & Bute Council
Nicola Simpson	Dumfries & Galloway Council
Lynn Everett	Dumfries & Galloway Council
Gordon Crockatt	East Ayrshire Council
John Hay	East Ayrshire Council
Stuart Pryde	East Lothian Council
CLlr Norman Hampshire	East Lothian Council
Stephen Thain	East Renfrewshire Council
Donnie McManus	East Renfrewshire Council

Billy Fry	East Renfrewshire Council
Ross Fenwick	Falkirk Council
John Kirkhope	Falkirk Council
Elaine Downie	Fife Council
John Haskell	Fife Council
John Campbell	Fife Council
Thomas McMEnamin	Glasgow City Council
Steve McDermott	Highland council
Allan Walker	Inverclyde Council
Thomas Reaney	North Ayrshire Council
Craig Haining	North Ayrshire Council
James Heaney	North Ayrshire Council
Martin Gorman	North Ayrshire Council
Mark Findlay	North Lanarkshire Council
Steven Broadfoot	North Lanarkshire Council
Ian Guild	South Lanarkshire Council
Ian Stewart	South Lanarkshire Council
Craig Gardner	Stirling Council
Kevin McCormick	Stirling Council
Andy Johnston	West Lothian Council
David Lees	West Lothian Council
David Barnes	Zero Waste Scotland
Emma Leel	Zero Waste Scotland

### Apologies

Graham Downs	Falkirk Council
Murray Black	City of Edinburgh Council
Cllr Nina Baker	Glasgow City Council
Karen Reeves	City of Edinburgh Council
Ken Gray	Renfrewshire Council
Jason Hedley	Scottish Borders Council
Daren Silcock	Scottish Borders Council