**Redesign Board 19.9.17**

**Face to face communication with staff: briefings, forums and Board Member involvement**

The Chief Executive runs briefings in Dingwall and Inverness for all managers together twice a year. Last year as part of the redesign process these were extended to offer the chance for staff across grades and locations to take part in local forums enabling face to face briefings with the Chief Executive or Directors. These were well attended and constructive and in the second round involved members of the Redesign Board.

The next round of management briefings are scheduled for 27th Sept (Inverness – 2 sessions) and 28th Sept (Dingwall – 2 sessions). The briefings will cover: managing and leading through uncertainty; the Council’s agreed approach to financial planning and workforce planning; and redesign. The redesign briefing will involve contributions from some review team members and Board member(s) and it will include information about Lean reviews. A key message is that Council redesign is everybody’s business and how to be more involved. The Chair and John Gibson can attend the sessions for the Board.

Based on experience from last year the locations for the staff forums are listed below. Board members are matched to forums taking place within their Ward, or close to their Ward. Where multiple Members are identified for one location, Members can agree who can attend once dates are confirmed.

Sessions can be advertised once dates, times and venues are confirmed over the next few weeks and in liaison with Members and Directors.

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|  | **Venues** | **Board Members** |
| Wick | Council chamber, Millar St Depot | Cllr Bremner, Cllr A. Sinclair |
| Thurso | Janetstown Depot | Cllr Reiss |
| Tongue | Depot | Cllr Reiss |
| Lairg | Community Centre | Cllr Reiss |
| Drummuie | Chamber | Cllr Reiss |
| Portree | Chamber | Cllr I Cockburn |
| Kyle or Broadford | TBC | Cllr I Cockburn |
| Ullapool | TBC | Cllr I Cockburn |
| Dingwall  Probably 2 sessions | Chamber | Cllr M Smith, Cllr Wilson, Cllr Louden, Cllr G MacKenzie, Cllr MacKinnon |
| Inverness  Probably 5 sessions | Chamber, depots in Lotland St, Harbour Rd and Diriebught | Cllr Christie, Cllr C Smith, Cllr Caddick, Cllr Jarvie, Cllr Davidson |
| Nairn | Depot | Cllr Lobban |
| Kingussie | An Talla Community hall | Cllr Lobban |
| Fort William | Chamber | Cllr Baxter |

Trade Union representatives attended some sessions last year. Representatives on the Board may want to consider if they are able to attend any or all of the sessions.

Board members attending would be asked to share their perspective of the Redesign Board’s work and to listen to the staff views expressed.