**Redesign Board 14.11.17 2-5pm CR 1 and 2**

**Agenda**

1. **Welcome and apologies**
2. **Workshop action notes:**
	1. **Workshop 10.10.17**
	2. **Workshop 17.10.17**
	3. **Matters arising** **17.10.17** – An up-date on flexible use hours for lets in PPP2 schools is attached and will be presented by Finlay MacDonald, Brian Porter and Phil Tomalin.
3. **Up-date on Project Catalyst** - A briefing paper will follow. Stuart Black and Michael Kelly will attend to provide the up-date.
4. **Redesign reviews**
	1. **Waste review up-date** – Andy Summers (Head of Environmental and Amenity Services) will present an up-date of the peer review into Waste Services. A background briefing note is attached.
	2. **Additional Support Needs (ASN) in Schools review**
		1. The outcome of the Lean review into ASN needs assessment and resource allocation will be presented by the team (Murray Bain, Louise McGunnigle, Colin Jack and Bernadette Cairns) in CR 2.
		2. An up-date of the peer review recommendations for ASN will be presented by Bernadette Cairns (Head of Additional Support). A background briefing note and the presentation is attached.
	3. **Peer review of music tuition** – a presentation of the emerging findings will be made by the review team led by Allan Gunn, along with Cllr Davidson, Cllr Cockburn and John Gibson. Board Members are asked to consider and discuss the findings presented to help inform proposals for redesign and to agree the preferred timing of a formal Board meeting for reaching decisions. For background information [the scope agreed](http://www.highland.gov.uk/staffsite/downloads/file/5841/music_tuition_scope_of_the_peer_review) for the review is hyperlinked.
	4. **Peer review of commissioned preventative services for children** – a verbal up-date from Members on progress with the review will be provided by Cllr M Smith and Cllr Jarvie.
	5. **Peer review of grey fleet** – a verbal up-date on progress with the review will be provided by Cllr Louden and Cllr Gray
	6. **Peer review of car parking** – the proposed scope of the review is attached and will be presented by David Haas, with contributions from Cllr Boyd and Paul MacPherson (Cllr Baxter has provided apologies for the workshop).
	7. **Peer review of procured legal services** - the proposed scope of the review is attached and will be presented by Karen Ralston, with contributions from Cllr Caddick and Cllr Calum Smith.
5. C**ommunications**
	1. **Staff communications** – an up-date on the methods in use to communicate with staff on redesign is attached. This includes issues and ideas emerging so far from the current round of local staff forums, running until 1.12.17.

* 1. **Feedback from the Citizens’ Panel on redesign issues** – a report highlighting the feedback from the Citizens’ Panel is attached. It highlights issues for the Board to consider for communicating with the general public on redesign issues.
	2. **Developing a Redesign Communications Plan -** a draft plan with discussion points highlighted is circulated for discussion and to consider next steps.
1. **AOB**