**Redesign Board Workshop**

**5th December CR1 2-4pm**

**AGENDA**

1. **Welcome and apologies**
2. **Action note from workshop 14.11.17.** 
   1. Members are asked to confirm is the action note is correct.
   2. Matter arising: report back on the question raised about school lets pricing and demand. The report is attached. Phil Tomalin will attend.
   3. Matter arising: Project Catalyst: the recommendations on the business case for investing through a self-funding model in solar PV to generate renewable energy from the Council’s estate can be considered at the next formal Board meeting scheduled on 19th December. The Board’s recommendations would then be reported to an appropriate Committee or Council meeting.
3. **Lean review showcase: Early learning and child care.** Matt Bailey, Michael Kelly, Martin MacDonald, Sandra Harrington, Gillian Semple, and Jennifer Campbell from the review team will brief Members on the review.
4. **Redesign reviews**
5. **Music tuition peer review**: the recommendations from the review will be presented to the formal Redesign Board meeting on 19.12.17. Cllr Davidson, Cllr Cockburn and John Gibson can provide a verbal up-date.
6. **Commissioned preventative services for children**: Cllr M Smith and Cllr Jarvie can provide a verbal up-date of progress.  The review team seeks more time to engage with the 20+ suppliers with review proposals to be presented to the workshop on 16th January 2017.
7. **Grey fleet review** – Cllr Louden and Cllr Gray can provide a verbal up-date of progress. The review proposals can be presented to a workshop following the Board meeting on 19th December.
8. **Car parking review:** Cllr Baxter, Cllr Boyd and Paul MacPherson can provide a verbal up-date of progress.
9. **Procured legal services review** - Cllr Caddick and Cllr Calum Smith can provide a verbal up-date of progress.
10. **Proposed new peer review** – A proposal for a new peer review has come from a recurring theme in staff briefings. This is to review the balance of in-house and out-sourced building trade services. Procurement data shows that in 2015/16 £22m was spent on procured building trade services, including specialist services. The highest spending categorise were: plumbing, heating and air conditioning (£7m); joiners and carpenters (£3m); and electricians (£1.3m). This is a sizeable area of expenditure that crosses a number of Heads of Service responsibilities and alternatives have been raised by staff. It is recommended that a peer review is initiated. The review would include how to optimise our in-house skills and capacity linked to workforce planning.  Board member and Trade Union nominations for the team are sought. A team of staff will be identified. The scope of the review would be brought to the Board early in the New Year.
11. **Communications Plan**
12. **Staff communications** – 16 Staff briefings held in 14 locations across the region concluded on 1st December. A verbal update will be provided on the staff feedback and redesign ideas raised.
13. **Members will be involved in a workshop session to develop the Board’s Communications plan.** A revised draft Communications Plan is attached around which there will be a facilitated discussion of Members in small groups.