

Redesign Board Workshop 19.9.17
Programme of Reviews: June 2017 to June 2018

New reviews commissioned 2017/18							
Function for review	Team leader	Team members	Elected member(s)	Trade Union	Host HoS	Director challenge	Key dates for Board W=workshop B = Board meeting
Music tuition Start 17.8.17	Allan Gunn	Douglas Wilby Alison Clark Lucy Lallah Rob Farmer	Cllr Davidson Cllr Ian Cockburn	John Gibson	Norman Bolton Jim Steven	William Gilfillan	Scoping: 19.9.17 W Up-date: 10.10.17 W Rec's: 14.11.17 W Final report 5.12.17 B
Commissioned preventative services for children Start 17.8.17	Allan Maguire	Evelyn Johnston Fiona Hampton	Cllr Maxine Smith Cllr Jarvie	Ian MacPhee	Sandra Campbell	Derek Yule	Scoping: 19.9.17 W Up-date: 10.10.17, 14.11.17 W Rec's :12.12.17 W Final report: Dec. B
Grey fleet Start 18.9.17	Caroline Campbell	Keith Masson Angela MacKenzie Kateryna Zoryk	Cllr Louden Cllr Gray (non-Board member)	Roy Cattle	None – management functions spread	Bill Alexander	Scoping: 10.10.17 W Update: 14.11.17 W Rec's: 12.12.17 W Final report: Dec. B
Car parking Start 3.10.17	David Haas	Alasdair Bruce Robbie Bain	Cllr Baxter Cllr Boyd (non-Board Member)	Paul MacPherson	Tracey Urry	TBC	Scoping, Update, Rec's and Final report: <i>timetable as above or below TBC.</i>
Procured legal services Start 3.10.17	Karen Ralston	Gordon Morrison Kenny Forbes	Cllr Caddick Cllr Calum Smith	Rikki Selkirk	Stewart Fraser	Stuart Black	Scoping: 14.11.17 W Update: 12.12.17 W Rec's:16.1.18 W Final report: January B
Catering service							

for staff							
Energy Unit							
New build programme							

Reviews concluded and progress to be reported/scrutinised				
Function/service reviewed	Review Conclusion	Head of Service responsible	Review Team Leader	Dates for Board consideration
Street lighting	March 2017	Tracey Urry	Colin Howell	27.6.17
Children's services	March 2017	Sandra Campbell	David Goldie	19.9.17
Waste Management	March 2017	Andy Summers	Malcolm MacLeod	10.10.17
Transport	March 2017	Tracey Urry	Phil Tomalin	TBC
Additional Support Needs Education	March 2017	Bernadette Cairns	Pablo Mascarenhas	14.11.17
Street cleansing	March 2017	Andy Summers	Dot Ferguson	TBC
Administration in schools	March 2017	Brian Porter	Kate Lackie	TBC
Harbours (in-service review)	Expected Dec 2017	Caroline Campbell	Andy McCann	TBC

In service reviews considered by the Board		
Function/service reviewed	Head of Service responsible	Dates for Board consideration
Fleet maintenance	Caroline Campbell	Scoping: 15.8.17. Report back: February 2018
School lets review	Finlay MacDonald, support from Phil Tomalin	Member discussion at workshop 10.10.17 (+ Lean review update)

Lean Review Programme – managed by Matt Bailey				
Function/service reviewed	Sponsor	Team	Final report out	Present to Board
HR – Occupational Health referrals	Michelle Morris	Elaine Barrie, Gena Falconer, Hannah Tinsley, Fiona Grant, Marina MacDonald	25.5.17	27.6.17
Service Centre Bulky Uplifts	Michelle Morris	Matt Bailey, Moira Grant, Ralph Reid, Andy Tuckwood, Alan McKinnie, Dorothy MacKenzie	25.5.17	15.8.17
Fostering and adoption	Sandra Campbell	Lynnsey Urquhart; Malina MacDonald-Dawson; Alison Gordon, Suzanne Gowdy	30.11.17	Interim 19.9.17
Waste collection – billing and recovery	Andy Summers	Imogen Percy-Bell; Murdina Boyd; Murray Bain	10.10.17	10.10.17
Facilities lets booking process	Finlay MacDonald	Jenny Scotson, Phil Tomalin, Moira Greene	31.10.17	Interim 10.10.17
Learning and Development Course booking for staff	Steve Walsh	Isabel MacLellan and others TBC	11.8.17	14.11.17
Administration in schools wrap around care	Sandra Harrington	Michael Kelly; Martin MacDonald	27.10.17	
ASN needs assessment and resource allocation	Bernadette Cairns	Colin Jack; Louise McGunnigle; Murray Bain		
Complaints	Michelle Morris	Jenny Scotson	TBC	
Street cleansing – optimising routes and resources	Andy Summers	Jonathan Scott; Murray Bain; Mick Haymer		
ASN transport project				
Carbon Reduction Commitment Energy Efficiency Scheme				
By laws and traffic order timescales				
Abandoned vehicles				
Corporate address gazetteer				