**Redesign Board Workshop 2**

**15.8.17 2pm Cr1 and Cr2**

**Agenda**

1. **Welcome and apologies**
2. **Confirm the action note from 27.6.17**
   1. The Convener will provide a verbal up-date on the energy company workshop held on 6th July 2017
3. **Lean review: output from the review of bulky uplifts.** Staff involved in the Lean review will present their process and findings. They are: Matt Bailey, Moira Grant and service centre staff TBC (Corporate Development), Andy Tuckwood and/or Alan McKinnie (Community Services waste team) and Dorothy MacKenzie (Finance Service).
4. **Redesign reviews**
5. **New peer reviews agreed**
   * music tuition
   * commissioned preventative services

Staff teams have been appointed. The Board is asked to identify the Members to be attached to reviews. Trade Union representatives have been requested. Review teams are asked to report back to the 12th September Board workshop with the proposed scope of the review and to have their recommendations presented at 14th November Board workshop.

1. **Peer review materials**
   * The Code of Practice for Members shadowing staff is attached for information.
   * Hard copies of the up-dated framework for peer reviews will be circulated at the meeting.
2. **Criteria for identifying peer reviews** - a short paper is attached for discussion.
3. **New peer review areas proposed** – a short paper is attached for discussion. At this time Members are asked to agree new peer reviews for:
   * Procured legal services;
   * Car parking;
   * Grey fleet; and
   * In-house catering for staff and Members.

Teams would then need to be identified with Member and Trade Union representatives attached.

1. **Supporting and challenging other reviews** – a paper will be tabled on work in progress to review fleet maintenance arrangements for the Board to discuss. Caroline Campbell (Head of Performance and Resources in Community Services) will attend.
2. **Workshop session on Board remit and work plan for Council consideration in September 2017**. Members will be asked to take part in discussion and workshop activities. For background information the following papers are attached:
   1. Redesign and values statement
   2. Former Board reflection
3. **Member attendance in staff briefings** – the former Board agreed that Members would attend the staff briefings held twice a year throughout the region. The next round of briefings is being planned from late September through to November. Board Members will be invited to participate in briefings within and closest to their Ward. Invites and further information will be circulated.
4. **Formal Board Meeting** – This is arranged for Tuesday 29th August 2pm to agree what the Board wishes to present to the Council meeting on 7th September. This meeting is open to the public and press. Reports will be circulated and published on the website no later than 25th August 2017.
5. **AOB**