

THE HIGHLAND COUNCIL
ALNESS ACADEMY REPLACEMENT - STAKEHOLDER GROUP

Minute of Meeting No. 7
Wednesday 16th August 2017, 6.30PM
Heritage Centre, Alness

Attendees:	<u>Highland Council - Members</u>	
	Maxine Smith	MS
	Mike Finlayson	MF
	<u>Chair:</u> Carolyn Wilson	CW
	Pauline Munro	PM
	<u>Highland Council - Officials</u>	
	Brian Porter, Head of Resources	BP
	Robert Campbell	RC
	Susannah Irvine, Estates Officer	SI
	Gavin Allday, Project Co-ordinator	GA
	Derek Martin, Care and Learning Manager	DM
	Philip Shannon, Design Consultancy Manager	PS
	<u>School Representatives</u>	
	Laura Gordon, Head Teacher Alness Academy	LG
	Steph Wood, Education Quality Improvement Manager	SW
	Katherine Sutherland, Alness Academy Parent Council	KS
	Hazel Mackay, Alness Academy Parent Council	HMack
	Gordon Robertson, Alness Parent Council	GR
	Kathryn Roberts, Bridgend Parent Council	KB
	Robert MacKay, Coulhill Parent Council	RMack
	Mandy Robertson, Alness Academy Parent Council	MR
	Morag Wright, Coulhill Primary	MW
	Kelly Dallas, Bridgend Parent Council	KD
	Maryanne Sutherland, Parent Council	MS
	Willma MacPherson, Parent Council	WMacP
	Coreen MacRae, Parent	CMacR
	Amandeep Kainth, Pupil Alness Academy	AK
	<u>High Life Highland</u>	
	Fiona Hampton, Head of Business	FH
	<u>HUB North</u>	
	Stewart Small	SM

	<p><u>JM Architects</u> Stewart Davie</p> <p><u>Kier Group</u> Ryan Broadley</p> <p><u>WSPB</u> Craig Paton</p> <p><u>Community Representatives</u> Brian Ross, Alness United</p>	<p>SD</p> <p>RB</p> <p>CP</p> <p>BR</p>
Apologies:	<p>Brenda Jones Theresa Swayne Tommy Regan Mark Loynd</p>	
Minute:	<p>Gavin Allday</p>	
ITEM	DISCUSSION/COMMENT	ACTION
1	APPOINT A CHAIR	
1.1	CW chaired the meeting.	Note
2	INTRODUCTION	
2.1	CW welcomed everyone to the meeting.	Note
2.2	RB gave an introduction to Kier Group PLC, who will be responsible for the construction of the new school. Kier Group are delighted to be involved in the project and hope to bring additional benefits to the community, including local employment and various educational initiatives.	Note
3	DESIGN PRESENTATION BY STEWART DAVIE OF JM ARCHITECTS	
3.1	SD used A1 printed hard copies of the current designs to highlight the main features proposed for the new school and the various construction stages.	Note
3.2	<p>SD answered a number of questions during the presentation. His responses are summarised below :</p> <p>Heating – No decision has yet been reached regarding the type of heating system to be used</p> <p>SEBN - SEBN stands for Social, Emotional and Behavioural</p>	LG, SM

	<p>Needs</p> <p>Bleacher Seating – The tiered, fold away seating system to be installed in the Games Hall. The seats do not impact on the size of the games courts when not in use.</p> <p>Student feedback – Following some great feedback from the student representative on noise concerns and the allocation of study and social spaces, it was agreed that students should be given an opportunity to meet with the team conducting User Group reviews at the school the following day (17/08/17). CW asked LG to work with students on how spaces could be best utilised. SD reiterated that spaces must be versatile, multi-function and consistently used. PS stated that choice of furniture would impact the effectiveness of the various spaces.</p> <p>Changing areas – There will be both wet and dry changing areas available.</p> <p>Lockers – No decision has been made regarding provision of lockers and quantity. Older pupils do not currently have lockers, so may not miss them. LG to involve younger pupils in discussions as part of overall survey.</p> <p>Exam space – LG stated that Plaza not practical or large enough for exam usage. Games Hall is suitable, but SI confirmed heating/cooling requirements would have to be considered.</p> <p>Dining furniture – There is 30m² of storage available for dining furniture.</p> <p>Games Hall Design – PE staff asked if they could be involved in specifying the games halls furnishings.</p> <p>Floor Area – SM to provide floor areas for current and proposed schools for comparison.</p> <p>Changing Room Capacity – Occasional football tournaments require changing room provision for up to six teams. Current design offers 4 no. 20 capacity dry changing rooms, plus additional changing facilities for officials. Pool changing rooms could also be utilised if necessary.</p>	
3.3	Planning submission is expected to take place in October.	Note
4	PROGRAMME UPDATE	

4.1	<p>SI gave brief a Programme update :</p> <p>Site investigation for foundations is now underway. Due to archaeological ‘finds’ during similar investigation work for the nearby housing estate, 7% trenching of the school site is required, out with the existing school footprint.</p> <p>Planning application for enabling pitch to be submitted over next couple of weeks, with ground works scheduled to begin in November. Full site planning application expected to be submitted in October.</p> <p>User Group review team attending Alness Academy over two days to meet department heads and gain feedback on designs.</p> <p>Planning Advice Notice (PAN) consultations to be held on 30th August at Alness Academy, with school staff drop-in during the day and community drop-in that evening. There will be opportunities for visitors to speak to team members and offer feedback, anonymously if preferred. CW stressed the importance of adequately publicising the events. This could include advertising in local papers, bag drops and Facebook updates. Including local primaries outside Alness ASG catchment may also prove useful.</p>	Note
4.2	<p>CW finished section by stating the importance of keeping to deadline. There will need to be a balance between consultation processes and trusting project team members to make decision autonomously to move the project forward. RC confirmed that some updates may be emailed to Stakeholders, rather than delaying the process scheduling additional stakeholder meetings.</p>	Note
5	FEEDBACK FROM WICK CAMPUS VISIT	
5.1	<p>KR handed out printouts of photos taken during the visit to Wick Campus on 12th June, raising key points to be considered during the Alness Academy project (contact CR directly for additional copies). Observations and discussions included :</p> <ul style="list-style-type: none"> • Length of parking spaces for minibuses • Management and cleaning of glass panels on roof • Floor coverings in dining area • Choice and ease of movement of dining room furniture • W/C design - open entry design with no pre-determined gender designation. Lack of hooks and benches • Examples of built in lockers and areas designated for 	CR

	<p>future locker expansion</p> <ul style="list-style-type: none"> • Choice of covering for stairs • Problems faced by Wick when wanting to fix items to walls, eg clocks. • Choice of floor covering in CDT areas • Ventilation in Reprographics rooms • Pool viewing area in changing rooms • Manual override for heating/cooling systems • Anti-scuff protection on wall surfaces • Provision of hair wash basins in Alness designs • Operation of roof level windows during high winds • Flow of pupils through the school at peak times 	
5	DATE OF THE NEXT MEETING	
5.1	The next meeting will be held at 6.30PM on Thursday 14 th September in the Heritage Centre, Alness.	Note