

# Ness Castle Stakeholder Group Meeting Minutes

## Microsoft Teams

19 January 2022 at 6:30 pm

### In Attendance

#### Councillors

Cllr Alasdair Christie (Chair)

#### Parent Council Representatives

Martin Fitzgerald, IRA Parent Council

Donna Grant, Lochardil Parent Council

Andrew Martin, Holm Parent Council

#### Community Representatives

Murray McCheyne, Holm Community Council

Scott McRoberts, Resident

#### Holm Primary

Janine Webb, Acting Head Teacher

#### Highland Council Representatives

Robert Campbell, Estates Strategy Manager

Craig Conon, Head Teacher

Dorothy Gibb, Principal Estates Officer

Ian Graham, Road Safety Officer

Evelyn Miller, Cleaning & Facilities Management Manager

Helen Mudie, PT New School

Alan Paul, Estates Officer

Sandra Reynolds, Education Officer South Area

Fiona Sangster, Estates Co-ordinator

Liz Scott, ELC Commissioner

Fiona Shearer, Area Care & Learning Manager

Gordon Stewart, Education Adviser

#### Kier Construction

Lindsey McNaughton

Finlay Niven

#### Apologies

Gail Beveridge, Holm Community Council

Audrey Kellacher, Head Teacher, Lochardil Primary

<p>1. <b>WELCOME</b></p> <ul style="list-style-type: none"><li>AC welcomed everyone to the meeting and introductions were made.</li></ul>	<p><b>ACTION</b></p>
<p>2. <b>UPDATE</b></p> <ul style="list-style-type: none"><li>FN informed the group that works were progressing well and in line with the programme.</li></ul>	

<ul style="list-style-type: none"> <li>• However, there are now only 23 weeks of the programme left and there may be a requirement for some limited weekend work possibly from the end of this month to ensure that completion remains on target. FN to liaise with DG regarding this.</li> <li>• AC asked that any plans for weekend work were circulated to the Stakeholder Group as soon as possible.</li> <li>• MMC asked that Kier were mindful of the impact this would have on residents as he had received frequent complaints about reversing beep noise throughout the project.</li> <li>• FN assured AC that the planned weekend works were all internal and that there should be no plant required. Kier are mindful of the residents but are also keen to deliver the new school for the community on time.</li> </ul>	<b>FN/DG</b>
<p><b>3. SAFER ROUTES TO SCHOOL</b></p> <ul style="list-style-type: none"> <li>• IG is working with THC Corporate Communication team on the best way to distribute the survey for the School Travel Plan.</li> <li>• A letter drop in the Ness Castle and Ness Side areas is planned.</li> <li>• A resident has also provided IG with some local Facebook pages to advertise the survey on. IG to liaise with MMC on which are suitable.</li> <li>• IG will arrange to meet with CC when he is in post, but meantime will send him the survey before it goes out to the public.</li> <li>• MF expressed concern about the pavement surface on the new paths in the surrounding streets to the school. He had found it very slippery during the recent low temperatures and asked that this be noted for future maintenance and gritting.</li> <li>• AC to raise these concerns with Roads officials.</li> </ul>	<b>IG/MMC</b>  <b>IG</b>  <b>AC</b>
<p><b>3. Staffing/migration</b></p> <ul style="list-style-type: none"> <li>• FS was delighted to welcome CC to the meeting. CC takes up post on 31 January and will be meeting with FS and SR on that date, as well as visiting the school site with DG.</li> <li>• FS also welcomed HM to the group. HM will take up the post of Principal Teacher at the new school after the Easter break.</li> <li>• The first task for CC will be to look at the job specification for the Depute Head Teacher post and to get it advertised and filled as soon as possible.</li> <li>• The rest of the staffing will need to wait until the roll of the school is known. However, Workforce Planning will be asked to prioritise the new school when the usual, annual staffing exercise takes place.</li> <li>• The appointment of Non-Teaching staff (clerical, cleaners etc.) will also be looked at once CC is in post. PSA staffing will also be addressed through the usual annual staffing exercise.</li> <li>• P1 enrolment take place w/c 31 January and ELC enrolment w/c 14 February.</li> <li>• A letter has gone out to schools this week asking parents to advise on their intentions for their children when the new school opens.</li> <li>• It is hoped that current P5 and unders will choose to attend their catchment school, with current P6 pupils choosing to remain at their current school for P7. However, all will have a choice.</li> </ul>	

<ul style="list-style-type: none"> <li>• AM asked if there was a deadline for parents to send a placing request in to remain at their current school.</li> <li>• SR advised that the preferred date for this was 15 March.</li> <li>• SMR asked if the letter asking parents to complete the survey which showed their intention replaced the need for a Placing Request to be submitted.</li> <li>• FS confirmed that the survey was just to get an idea of intentions, but a Placing Request would still be required for any pupils not wanting to attend their catchment school.</li> <li>• FS wanted to assure parents that although they were being asked to submit a Placing Request for the school they currently attend, there is no question of it not being granted in this situation.</li> </ul>	
<p><b>4. COMMUNITY BENEFITS</b></p> <ul style="list-style-type: none"> <li>• DG introduced LMN who is the Corporate Responsibility Manager for Kier.</li> <li>• LMN explained that Kier will be keen to engage with schools to identify areas of the curriculum they can help with, or to support residents or community groups or to provide opportunities for young people. However, it was noted that there is no dedicated community benefits fund for the project but Kier would be happy to help where they can.</li> <li>• AC asked for examples of what has been done elsewhere.</li> <li>• LMN referred to work placement opportunities, site visits where pupils could use live construction projects as learning experiences. Community initiatives where their team had completed some minor refurbishment in a community centre and donated materials to local “Mens Shed”.</li> <li>• LMN is looking into facilitating the community notice boards that were previously requested.</li> <li>• DG noted that LMN will be invited to all future meetings and that the potential benefits were for the entire ASG, and not just for the new school.</li> <li>• JW thanked LMN for making contact and expressed interest from several classes to get on board noting that Holm Primary has benefitted from other developments in this way so are keen to take forward any opportunities available.</li> <li>• MMC asked about a previously discussed site visit for local people and enquired as to how soon this could happen. A reporter from the Press and Journal had been in touch and was keen to run a story.</li> <li>• LMN stated that the right time would be key for a visit and that it would probably be best nearer the end of the project.</li> <li>• LMN also indicated that THC would require to take the lead on who should be in attendance for such a visit.</li> <li>• FS is aware of the media reporter’s enquiries and will liaise with Corporate Communications.</li> </ul>	<p style="text-align: center;"><b>LMN</b></p> <p style="text-align: center;"><b>FS</b></p>
<p><b>5. AOCB</b></p> <ul style="list-style-type: none"> <li>• RC noted that school transition groups had been set up for previous new builds.</li> <li>• FS to arrange this soon.</li> </ul>	<p style="text-align: center;"><b>FS</b></p>

<ul style="list-style-type: none"> <li>• DG and AP have already met with CC to go over layout etc. and will continue to liaise on other items for the new building when he is in post.</li> <li>• MMC enquired as to when the new school will be accepting let applications.</li> <li>• EM informed the group that it is normal procedure for no lets to take place during the first term in a new building. Lets will usually be available after October.</li> <li>• FS noted that the name of the new school as well as uniform, badge etc. will be a priority and this will be progressed with CC and pupil involvement as soon as possible.</li> </ul>	<b>FS/CC</b>
<p><b>6. DATE OF NEXT MEETING</b></p> <ul style="list-style-type: none"> <li>• Wednesday 16 February at 6.30 pm</li> </ul>	