

**THE HIGHLAND COUNCIL**  
**TAIN 3-18 CAMPUS - STAKEHOLDER GROUP**  
**Minute of Meeting No. 4 held on Tuesday 31<sup>st</sup> August 2021 at 7 PM**  
**Via Microsoft Teams.**

<b>Attendees:</b>	<b><u>Highland Council - Members</u></b>	
	Councillor Fiona Robertson, Chair	<b>FR</b>
	Councillor Derek Loudon	<b>DL</b>
	<b><u>Highland Council - Officials</u></b>	
	Robert Campbell, Estate Strategy Manager	<b>RC</b>
	Derek Martin, Area Education Manager	<b>DM</b>
	Kenny Murray, Education Advisor	<b>KM</b>
	Callum Sinclair, Estates Officer	<b>CS</b>
	<b><u>Kier Construction</u></b>	
	Stephen Muir, Framework Manager	<b>SM</b>
	Neil Armstrong, Pre-Construction Manager	<b>NA</b>
	<b><u>Stallan-Brand</u></b>	
	Alan Garland, Associate	<b>AG</b>
	Ian Harper, Associate	<b>IH</b>
	Paul Stallan, Design Director	<b>PS</b>
	<b><u>High Life Highland</u></b>	
	Katie Jeffs, Network Librarian	<b>KJ</b>
	Rob Parkes, Youth Development Officer	<b>RP</b>
	June Robertson, Senior Resources Librarian	<b>JR</b>
	Kelly Skinner, Leisure Manager	<b>KS</b>
	<b><u>School Representatives</u></b>	
Eileen Henderson, Head Teacher, Craighill	<b>EH</b>	
Mark Jones, Head Teacher, Tain RA	<b>MJ</b>	
<b><u>Parent Council Representatives</u></b>		
Alan Mohan	<b>AM</b>	
Lorna Maclver	<b>LM</b>	
Chris Ross	<b>CR</b>	
Karin Wood	<b>KW</b>	
<b><u>Community Representatives</u></b>		
Graham Nutt, Tain Youth Cafe	<b>GN</b>	

<b>Apologies:</b>	Councillor Rhind, Clare Whiteford, Thomas Agnew and Kirsteen Reekie.	
<b>Minute:</b>	Callum Sinclair.	
<b>ITEM</b>	<b>DISCUSSION/COMMENT</b>	<b>ACTION</b>
<b>1</b>	<b>WELCOME</b>	
<b>1.1</b>	Fiona Robertson welcomed everyone to the meeting.	
<b>1.2</b>	KJ introduced June Robertson, Katie will be leaving her post in October.	
<b>2</b>	<b>MINUTES OF PREVIOUS MEETING</b>	
<b>2.1</b>	FR asked if the meetings had taken place between school staff and the project team. RC: Yes, and more are planned.	
<b>3</b>	<b>PROGRESS UPDATE</b>	
<b>3.1</b>	RC updated on the outcome of the meetings that have been held so far with school staff. The project will be moving on to Design Stage 4 at the end of September.	
<b>3.2</b>	FR asked about the public consultation meetings that were held. IH: The first two had been well attended, few attended the third one.	
<b>3.3</b>	CR: Asked if an options appraisal had been carried out for a new swimming pool compared with retaining the existing pool.	
<b>3.4</b>	RP: Asked if the cost difference had been established.	
<b>3.5</b>	KS: Concerned at the lack of investment in the existing pool.	
<b>3.6</b>	FR: Members were disappointed when they were advised that a new pool was not being provided but also understood that there were other capital priorities and limited funding available. Members will continue to support the case for a new pool.	
<b>3.7</b>	DL: Raised the idea of trying to fund a new pool in different ways as the council capital budget is stretched.	
<b>3.8</b>	CR: Had sent a letter to the Council back in May that covered most of the concerns that had been raised and had no response. RC: It had been logged on the CRM system but had not been dealt with. He would look into it and apologised for the lack of response.	<b>RC</b>
<b>4</b>	<b>DESIGN UPDATE</b>	
<b>4.1</b>	AG/IH/PS: The presentation highlighted some of the amendments to the design following the various workshops with school staff, although the basic footprint of the building has not changed since the previous meeting.	

	The design team have been carrying out modelling to ensure that the building meets Passivhaus and the other required standards.	
<b>4.2</b>	FR thanked Stallan-Brand for their flexibility and quick responses following the staff workshops.	
<b>4.3</b>	RP: Raised the specification required for the synthetic pitch again. AG/RC: The specification will be confirmed once the preferred sub-contractor has been engaged; there will be further discussion with HLH about pitch usage.	<b>RC</b>
<b>4.4</b>	KW: Asked how many Secondary non-practical classrooms there will be. AG: 15. KW: There are currently 19 and 17 were used most of the time IH: Stallan Brand are coming up to Tain tomorrow (01/09/21) to discuss the secondary accommodation.	<b>AG</b>
<b>4.5</b>	DM: How many lifts will there be in the building? AG: There will be 2 lifts.	
<b>4.6</b>	DM: Will there be sensory garden areas? AG: Plans for outdoor space will develop now that the landscape architect has been appointed.	
<b>4.7</b>	RP: Are the pupils/young people being consulted on the design? IH: Pupils were consulted last March, and further workshops can be arranged. FR: Asked that pupils should be invited to join the Stakeholder Group.	<b>MJ</b>
<b>5</b>	<b>TRANSITION</b>	
<b>5.1</b>	KM covered some of the issues involved in bringing 4 schools together on one campus and advised that a transition plan will be created for the project.	
<b>6</b>	<b>NEXT STEPS</b>	
<b>6.1</b>	Working towards a full planning application late September.	
<b>6.2</b>	Gateway report for Design Stage 3 to be signed off by end of September.	
<b>7</b>	<b>AOCB</b>	
<b>7.1</b>	RP: Asked for an update on potential apprenticeships. SM: No movement as still at a relatively early stage.	
<b>7.2</b>	The next meeting will be held Tuesday 5 <sup>th</sup> October 7pm via Microsoft Teams	