

Inverness Royal Academy - Stakeholders Group

Meeting No.9

Note of meeting on the 29th October 2013

Those present:

Ron MacKenzie (RM), Ken Allan (KA), Bill Allan (BA), Alastair McKinlay (AM), Gordon Piper (GP), Philip Shannon (PS), Alasdair Christie (AC), Norrie Donald (ND), Emma Thomson (ET), Callum Mackintosh (CM), Mina Johnstone (MJ), Sharon McArthur (SM) and Janet Hackel (JH).

1. Welcome and introduction

Alasdair Christie welcomed the group and introductions were made.

2. Apologies received

Jean Slater (JS), Fraser Parr (FP), Holly Kingham (HK)

3. Minute of previous meeting

Actions from previous meeting and minutes agreed.

4. Stakeholder Update

RM updated the group in relation to the stage 1 submission received from Hub North Scotland Limited, and advised that the project was within the affordability cap and on programme. As a result it will be recommended to the Adult and Childrens Services Committee meeting on the 13th November 2013 that the project should progress to Stage 2. Reassurances were sought that the recent delays experienced with the Wick Community Campus project would not be repeated with the Inverness project. RM advised that significant lessons had been learnt from the Wick project which was a much more complex project and that these lessons would be applied to the Inverness project to ensure that it was delivered on time and within budget

4a Design Proposals: PS outlined the design proposals presently under development for the Full Planning Application and the process in moving forward in terms of developing the fit-out of each room within the school, engaging with school and High Life Highland staff.

4b Community Access: ET advised that the operational contract negotiations will take place late November in relation to High Life Highlands role in running the out of hours provision once the new school building and pitches are complete. On-going input into the design process will continue. Once the contractual issues have been addressed, engagement with existing facility users will commence. RM is to arrange a meeting with the project team and school representatives to agree a specification for HLH involvement in the management of the community facilities out-with the school day.

4c Transition Arrangements - GP noted that the delivery programme allowed for school decant May/June 2016, preparatory work in relation to the School Travel Plan had commenced.

4d Communication - BA advised that the web page was up-to-date and this will continue to be the principal resource for hosting publically available information. A further newsletter will be issued to pupils and parents, via a school bag drop, highlighting the forthcoming Full Planning Application late November, early December, with the application due to be submitted on the 25th November 2013. A press release will also be issued to ensure that the wider public beyond the school environment are aware of the proposals. AC advised that concerns had been raised in relation to the Pre-Planning Application event and these issues needed to be positively addressed, he also wished to ensure that the primary schools within the Inverness Royal Academy catchment area received the Newsletter. BA confirmed that the Primary School Head Teachers would be informed.

4e Programme overview - KA updated the group on current progress, including the key date for the submission of the Full Planning Application, 25 November 2013. At present the target date for starting on site is still June 2014 with the new school building handed over in May 2016. After discussion it was agreed that the key dates in relation to the project will be circulated and posted on the Councils webpage. RM confirmed that lessons learned on other projects would be applied to this project. It was highlighted that in terms of Planning consent, a period had been allocated for receiving consent, however this period was variable and dependant on the number and nature of statutory and public comments received in relation to the application and this could, but is not anticipated to, affect the programme.

4f) Community Benefits - BA updated the group on the recent Supplier Engagement and Employability event run by Miller Construction on the 15th October 2013 at Inverness College. A total of 511 firms had been invited, 81 accepted and 41 attended the event. AC asked which of the 511 firms invited had been or were working with Miller Construction. BA advised that this information would be sought and reported back to the group. Discussions had also taken place with Barnardos and the Council in relation to job opportunities for looked after children as part of the wider apprenticeship scheme on offer.

5. Future meeting dates

An update and opportunity for discussion via e-mail will be scheduled for November 2013 in order to tie in with the submission of the Full Planning Application. A formal meeting was suggested for 6pm 14th January 2014.

6. Any other competent business

AC raised the issue of engagement with Parents of children attending Bun-sgoil Ghaidhlig Inbhir Nis. CM to take forward

7. Date of next meeting

14th January 2014 at 6pm within the ASN Unit, Inverness Royal Academy

Actions	Owner	Target Date
Target Programme dates	Bill Allan	w/c 11 November 2013
Community Benefits - Suppliers	Bill Allan	w/c 11 November 2013
Review of Planning Application submission	Philip Shannon	w/c 18 November 2013
Press strategy	Bill Allan/Gordon Fyfe	w/c 18 November 2013
High Life Highland Contract negotiations	Ron MacKenzie	w/c 25 November 2013
Community facilities : High Life Highland/School operational meeting	Ron MacKenzie	w/c 25 November 2013
Newsletter & schoolbag drop	Bill Allan/Gordon Piper	w/c 25 November 2013
Press release re planning	Bill Allan	w/c 25 November 2013
Bun-sgoil Ghaidhlig Inbhir Nis engagement	Calum Mackintosh	w/c 25 November 2013

Distribution

Alasdair Christie, Norrie Donald, Fraser Parr, Jean Slater, Janet Hackel, Holly Kingham, Sharon McArthur, Mina Johnstone, Alister McKinlay, Gordon Piper, Ron MacKenzie, Ken Allan, Bill Allan, Emma Thomson, Philip Shannon, Robert Campbell, Simon Swanson, Robert Ferrier, Marlene Stewart, Bernadette Cairns, Kenny Murray, Calum Mackintosh, Stewart Wardlaw, Linda Shearer, Mike Felton, Heather Sharkey.