

Inverness Royal Academy - Stakeholders Group

Meeting No.7

Note of meeting on the 23rd April 2013:

Those present:

Ron MacKenzie (RM), Ken Allan (KA), Bill Allan (BA), Marlene Stewart (MS) , Alastair McKinlay (AM), Alastair McKinlay (AM), Gordon Piper (GP), Philip Shannon (PS), Alasdair Christie (AC), Fraser Parr (FP), Simon Swanson (SS) and Janet Hackel (JH).

Hub North Scotland Limited – Fraser Innes (FI)

JM Architects – Brian Thomson (BT)

Apologies – Norrie Donald (ND), Kenny Murray (KM) and Emma Thomson (ET), Jean Slater (JS)

Actions agreed:

1. **Minute of previous meeting** – the minute of the meeting on the 19th March 2013 was agreed as an accurate record of that meeting.
2. **Matters arising** –
 - Traffic impact assessment - **action completed**
 - Meeting with TEC Services – **action completed**
 - Nominations for 2 Primary School representations – closing date 3rd May – action carried forward – **action BA**

3. **Project update**

Design – consultation with staff, catering & cleaning and Additional Support Needs teams; all feedback has been reflected in the design; good partnership working between the project team and the architect; architect has demonstrated fast and positive response to feedback; the design has been taken as far as possible at this stage until input from other specialist advisers has been provided, for example Mechanical & Electrical.

Feedback from architect – a range of options considered for key areas of the building including, social areas; assembly hall and main staircase. Also, agreement reached re location and layout of the following spaces – CDT, medical room, co-location of Business Support/ICT, open plan Art department. The majority of comments from stakeholders agreed

Design review – a design review meeting attended by the Scottish Futures Trust was held in Inverness on the 18th April. The feedback received from the SFT was very positive and the IRA initial design was regarded as a good benchmark design for the other schools within the phase 3 programme

Client project manager – Catherine Fenwick has left the Highland Council. A new project manager will be in place within 4 weeks

4. Programme

New Project Request – Hub North Scotland Limited has notified the Council that they will respond formally to the Council by the end of May whether or not they will progress the project to Stage 1. The purpose of the Stage 1 document is to confirm whether or not HNSL can deliver the project to the authority requirements within the approved affordability cap figures.

Timescale – the current estimate, on the assumption that financial close can be achieved within 12 months of the NPR being formally submitted, the construction phase should be begin in Spring 2014. This timescale will be reviewed on a monthly basis throughout the project.

Phase 3 programme management – there are 6 Secondary Schools being built across the northern territory within phase 3 of Scotland's Schools for the Future programme. The Scottish Futures Trust (SFT) has encouraged a collaborative approach involving all 6 local authorities. As a result there are potential efficiencies to be achieved from commonality of design and economies of scale, for example appointing a single team of specialist advisers

5. Community Benefits

Steve Barron has confirmed that HNSL will be invited to deliver a presentation of a future Highland Council meeting to advise Elected Members of the potential benefits to local suppliers that will be available from the IRA project.

It is recommended that this presentation takes place no later than Autumn 2013

6. Communication strategy

BA confirmed that a dedicated project web-page has been established on the Highland Council web-site which can be located at:

<http://www.highland.gov.uk/learninghere/schools/schoolsbuidingsprogramme/Inverness+Royal+Academy+-+New+Campus.htm>

It was emphasised that there needs to be extensive communication with the Parent Councils of the feeder Primary Schools. The chair of Inverness Royal Academy has

offered to take this forward, and BA to provide Primary School HTs with JH's details.
– **action BA**

The Associated School Group meeting was identified as the most appropriate forum to have initial communication with all Head Teachers – **action AM**

7. Any other competent business

JH requested that progress during the construction phase should be recorded –
action KA to co-ordinate

Date of next 2 meetings:

28th May at 18:00 - CANCELLED

18th June at 18:00