

INVERNESS ROYAL ACADEMY STAKEHOLDERS GROUP

Meeting No 5.

Note of meeting on the 5th February 2013:

Those present:

Ron MacKenzie (RM), Ken Allan (KA), Bill Allan (BA), Marlene Stewart (MS) , Alastair McKinlay (AM), Gordon Piper (GP), Philip Shannon (PS), Alasdair Christie (AC), Fraser Parr (FP), Norrie Donald (ND), Janet Hackel (JH) and Kenny Murray (KM).

Hubco – Angus MacFarlane (AMF) and Phil McVey (PMV)

Apologies – Catherine Fenwick (CF), Clifford Cooke (CC), Simon Swanson (SS) and Emma Thomson (ET)

Actions agreed:

Minute of previous meeting – the minute of the meeting on the 8th January 2013 was agreed as an accurate record of that meeting.

New Project Request document – the Adult & Children Services Committee had approved the New Project Request (NPR) document and related Affordability Caps on the 23rd January. There were 2 outstanding actions before the NPR could be formally submitted to Hubco:

- Room data sheets – these would be completed week commencing 11/02/13 – **action KA**
- Traffic assessment – will be available by 15/02/13 – **action by CF**

Hubco update

AMF provided the group with an overview of the Hub model including the following:

18 participants in the northern territory – 8 local authorities, 5 health boards and 5 emergency services (this number will vary with formation of national police and fire services from 01/04/13)

The model is predicated on a collaborative partnership approach

There is a commitment to deliver stakeholder expectations

PMV covered the following aspects

- Programme – Phase 3 commenced December 2012 (6 local authority schools projects) with a commitment that there will be “shovels in the ground” by Spring 2014
- Procurement – the Hubco model is designed to offer opportunities to local businesses with a commitment that local companies will be offered the opportunity to tender or a minimum of 80% of the contract value. A road-show in Inverness in September 2012 had attracted 115 local businesses. Local companies are being encouraged to register with Hubco. This will ensure that offered the opportunity to tender at the appropriate stage. There are also contractual Key Performance Indicators (KPI) that will ensure Hubco employ a pre-determined ratio of graduates, apprentices and school leavers on each contract. In response to a question re the employment of “looked after children” there was a commitment from Hubco to liaise with the Council’s Director of Health & Social Care (Bill Alexander) on this issue.
- Partnership working – Hubco will work closely with local stakeholders during the design phase. Also the handover of the new school will be planned to meet the needs of the school community. For example, a handover in April/May 2016 was regarded as the optimum time for this handover

Hubco will be invited to deliver a briefing on community benefits from the Wick schools and Inverness Royal Academy to a future Highland Council meeting – action AC

Collaboration with the other phase 3 local authority participants

RM outlined progress with the collaborative approach:

- A meeting involving representatives from the 6 local authorities will take place in Inverness on 14/02/13
- The purpose of this meeting was to agree how the collaborative model would work in practice
- The key features of the model were:
 - Each local authority would have a Senior Reporting Officer (SRO)
 - The SROs would oversee the collaborative approach in conjunction with Scottish Futures Trust and Hubco
 - A Programme Manager has been appointed (Andy Oliver from Moray Council) to manage the collaborative model on a day to day basis
 - The Programme Manager reports to the SROs
 - Whilst there would be 6 individual projects there was scope for collaborative working in the following areas:
 - Procurement of specialist advisers
 - Sharing of knowledge and expertise

In addition Hubco indicated that they too would adopt an approach which would realise the benefits of a collaborative approach across the 6 projects – for example, single procurement of specialist advisers, common palette of materials, common design features etc.

Community Council and Parent Council engagement – briefing sessions were being arranged to take place week commencing 11/03/13 – **action BA**

Any other competent business – there were no issues raised

Date of next meeting – 19th March 2013 at 18:00 in the school.