

Date: 10th May 2012

Venue: Wick High School

Meeting title: Wick High School & East Caithness Community Facilities

Contract No: 3511 443 A NMW

Purpose: Stakeholder Consultation Meeting

Present:

Bill Fernie (Chair)	Elected Member, The Highland Council
Robert Coghill	Elected Member, The Highland Council
George Harper	Community Liaison Group
John Inkster	Parent Council
George Tait	Parent Council
Margaret Ross	Caithness Kayak Club
Bill Bruce	Caithness Kayak Club
Roslyn Bruce	Caithness kayak Club
Allan Farquhar	Community Liaison Group
Elena Koponen-Baikie	Parent Council
Alastair Ferrier	Parent Council
Bill Baxter	Community Liaison Group
Sindy Rudhall	Parent Council
Ryan Peat	Parent Council
Pat Bowers	H.T South
Lillian Wark	H.T Pulteneytown Academy
W. Mackay	Parent Council
David Sutherland	Highland Council
Gail Ross	Elected Member, The Highland Council
Grant Mackenzie	Wick High School
Anne Macbeath	Wick High School
Sheona Henderson	Wick High School
Laurel Bush	Community Liaison Group
Heather Millard	Parent Council
Keith Moncur	Youth Development Officer (HLH)
Neil Macdonald	Elected Member, The Highland Council
Jill Gunn	Wick High School
Ron MacKenzie	Highland Council
Ken Allan	Highland Council
Phillip Shannon	Highland Council
Tom McIntyre.	Wick High School
Brenda Jones	Parsons Brinkerhoff

Apologies:

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1. INTRODUCTION

BF welcomed people to the meeting. The following introduced themselves:

- Ken Allan, Education Adviser
- Brenda Jones, Project Manager
- Phillip Shannon, Architect
- Ron Mackenzie, Head of Support Services, Department of Education, Culture and Sport

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- Tom McIntyre, Head Teacher

2. PROJECT UPDATE

RM gave an update on the project:

- The project comprises a new high school plus new community facilities (swimming pool, library and fitness room)
- The project was originally to be paid for by the council borrowing the capital, until the Scottish Government also put in capital funding.

In December 2012, the SC made the following conditions for their funding:

- SG funding is based on a cost per square metre and an area per pupil, plus a contribution to the cost of the swimming pool.
- The contract for the school will be design, build, finance and maintain.
- The contract will be with the Hub North Scotland Limited (Hubco).
- The Council will own the school and employ the staff, including teaching support, janitorial, cleaning and catering staff. High Life Highland will employ the staff in the community facilities
- Hubco will be responsible for repairs and maintenance.

RM outlined the process for awarding the contract:

- New Project Request issued comprising project brief, initial design and affordability cap.
- Stage 1: Hub will confirm within 12 weeks whether they can deliver the construction and maintenance within the Council's capital and revenue affordability gap.
- Stage 2: Hub will complete the design, based on the Council's brief and submit their final costs for the construction and maintenance (the timescale for completion of this stage is approximately 12 months from the submission of the NPR document).

The Hub design must adhere to key principles of the Council's brief:

- Education brief and accommodation schedule
- Council's technical brief
- Separation of community facilities to allow Council to obtain rates relief.
- A co-joined Primary School

Key dates:

- Issue new project request to Hubco: June 2012
- Finalise contract with Hubco: June 2013
- New school and community facilities open August 2015

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3. DESIGN PROPOSALS

PS presented the design proposals. The design has evolved from analysis of the characteristics of the site and the surrounding area, including the local climate.

Various options for the layout were considered. The proposed design involves wings off a central street.

Various options for location of the various parts of the building were considered. The design is based on two classroom wings off one side of the street, with the community facilities and PE block on the other side.

The primary school has not yet been designed.

There was a workshop with pupils to generate ideas for the external space. The landscape architect will develop these into firm proposals.

PS demonstrated the floor plans. There will be some further minor changes reflecting the most recent feedback from department heads.

4. Q & A

Q: Why will this school not suffer from the high temperatures suffered in Dingwall Academy?

A: The engineers have done thermal modelling to predict the temperatures. There will be cross ventilation across the space plus night time cooling to reduce heat gain. It was confirmed that Dingwall Academy does not have cross ventilation. However, some of the overheating issues there were a result of teachers not realising that windows were at both high and low levels, and both had to be opened to achieve maximum ventilation.

Q1: Will there be enough storage?

A: Each faculty will have its own walk-in store. Each classroom will have a teaching wall which incorporates storage.

Q2: Will there be a problem of solar gain?

A: The engineers have modelled this; measures will be incorporated to avoid this, e.g. solar shading.

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Q3: What measures will be taken to create spaces that are Autism-friendly?	PS
A: The design team is consulting with the National Autism Society and the engineers are investigating the lighting solutions. PS to ask engineers to consult the specialist suggested by a member of the group.	
Q4: Will the building be comfortable in winter?	
A: The building ventilation system will warm incoming air and can be shut down. The heating will be controlled by a central management system, but classrooms will also have manual controls.	
Q5: Will the delay to date lead to additional costs?	
A: The contractual process should drive out inefficiencies, Hubco will need to demonstrate value for money. The contractual process is a long term partnership which provides Hubco with an incentive to provide the Council a good building.	
Q6: Will the SFT insist that the building be based on the 12 m ² per pupil and £1900/m ² ?	
A: The Council will set the area and budget. There will be a value for money check at various stages of the project.	
Q7: Will the school be big enough?	
A: Yes, the school is big enough for projected roll.	
Q8: What is the scale of the street?	
A: KA paced out the width of the street and advised it would be 100m long. Corridors in the wings are 7.6m wide.	
Q9: How will the changing work in the Community Facilities?	
A: PS demonstrated the access to the community facilities on the floor plan. There will be a changing village, plus two group changing rooms. The management of the changing areas will be developed. In Portree, HLH and school staff supervise the changing village when pupils are present.	

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Q10: Why is the community area separate from the school?

A: The reason for it being physically separate is to allow the council to obtain Rates relief.

Q11: Has the issue of pinch points in the circulation been looked at?

A: No modelling has been done but the corridors are sufficiently wide to avoid this.

Q12: The entrance into a busy street will be a major problem for children with Autism.

A: There will be provision for direct access to the ASN Unit if this is necessary.

Q13: Will there be a separate school library?

A: The school will have direct access to the library plus the school can use the open plan areas as resource spaces.

Q14: Will there be enough indoor P.E spaces when the exams are on, given that there will also be primary school pupils on site?

A: The primary school will have separate indoor P.E facilities.

Q15: Where will the medical room be?

A: PS demonstrated the location. Questioner said this is a very good location, as it will allow pupils to visit the medical room unobtrusively.

Q16: Will there be a space for visiting services?

A: Yes.

Q17: Will there be a sensory room? The sensory garden should be shared

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between the secondary and primary schools.	
A: Yes to both.	
Q18: What is the local representation on HLH?	
A: There is an HLH board including councillors and independent members.	
Q19: How much of the risk budget has been spent so far?	
A: Some of the risk budget was used to increase the amount of spectator seating. The risk budget has been revised following discussions with Hubco and SFT.	
Q20: Will there be enough space for dining and avoiding long queues? Will there be a clash between primary and secondary dining?	
A: Dining can take place in the street, in various social spaces and the outdoor courtyards. There will be two serveries, plus the ability to pre-order cold food. Consideration being given to dispersed dining in social spaces.	
BF- The Council has found that pupils still go out at lunchtime even at new schools. More work is needed to encourage pupils to stay in school.	
Q21: Will courtyards get sun during the day?	
A: The courtyards face south east.	
Q22: Will community users have access to the dining?	
A: Not to the school dining, but there will be a small kitchen within the community area. Policy for the use of this space will be developed by HLH.	
Q23: Can the plans and the minutes of the stakeholder meetings go onto the school website?	
A: Plans are still being developed but will be added. Meeting minutes will be added.	
Comment- This meeting is the first time that the stakeholder group have seen	

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the plans.	
Q24: Will there be a separate entrance for the primary school?	
A: Yes.	
Q25: Will there be a community use of the P.E areas outside school hours?	
A: Yes. The school will have priority from 9am-3:30pm.	
Q26: Do the demolition costs take account of asbestos?	
A: The structural engineer has completed a survey to determine a safe method of demolition. The demolition costs will be reviewed in the light of this survey.	
Q27: How much time will the swimming pool be available for community use?	
A: This will be determined by consultation between HLH and the school. The design of the pool will allow the whole pool to be used for swimming lessons. This will reduce the amount of time needed for school use.	
Q28: Please can the councillors make sure that this is a flagship project?	
A: We will do our best!	
Q29: Please can the councillors confirm that the existing library and swimming pool will not close until the new facilities are open.	
A: The Council does not intend to close the existing facilities until the new facilities are open.	
Q30: Can members of this group give feedback on the plans?	
A: Yes, via the head teacher.	
Q31: When is the new stakeholder meeting?	
A: Another meeting can be held in June if people wish. Further information on the elevations will be presented, plus more information on environmental aspects of the design and the landscape proposals.	

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DISTRIBUTION: Attendees and copies to: Design Team, Hub North