

New Broadford School Stakeholder Group

Minutes – meeting 14, Microsoft Teams, 25 January 2024, 4pm

Attendees	Initials
Highland Councillor	
John Finlayson	JF
Drew Millar	DM
Stakeholders	
Stephen Atkins, Head Teacher	SA
Gordon Bell representing Kate Forbes MSP	GB
Anthony Davies, BHC	AD
Hamish Fraser, Broadford, and Strath Community Council	HF
Nicholas Kelly, SSCC	NK
Shirley Grant, SSCC	SG
Highland Council Officials	
Robert Campbell, Estate Strategy Manager	RC
Catherine Buxton, for Julie Corcoran, HLH Libraries	CB
Dorothy Gibb, Principal Estates Officer	DG
Jenny MacRae, Estates Co-ordinator	JMR
External Officials	
Phil McCaherty, HIE	PMc
Apologies	
Julie Corcoran, HLH Head of Libraries	
Norma Morrison, BSCC	
Doreen MacPhie, BHC	

Abbreviations:

B&S Community Council – Broadford and Strath Community Council
 BSCC – Broadford and Strath Community Company
 BHC – Broadford Hall Committee
 BYC – Broadford Youth Club
 Cllr – Councillor, The Highland Council
 FC – Football Club
 HIE – Highlands and Islands Enterprise
 HLH – High Life Highland
 LSHA – Lochalsh and Skye Housing Association
 MSP – Member of the Scottish Parliament
 NBS&CHWG – New Broadford School and Community Hub Working Group
 PC – Broadford Primary School Parent Council
 SSCC – South Skye Community Campus

Item	Discussion and comment	Action
1.	<p>Welcome and apologies</p> <ul style="list-style-type: none"> • Apologies noted above. • No amendments to previous minutes 	

Item	Discussion and comment	Action
2.	<p>Highland Council update</p> <ul style="list-style-type: none"> • RC- Project design works continuing with in house team. Procurement process progressing to contractor stage. Target completion date is December 2025 but will be a challenging timescale. Anticipate appointment of contractor this year but revised Capital Program, makes this a challenge. • DG – Internal design layout of school is just about complete. Rooms allocated and just some minor changes to be made. Working on initial external layout plan and need further information on final site levels. Engineers working on access levels to the site. Initial User Group meetings have taken place with the school, HLH and Catering and Cleaning. • SA – recent layout plans look very good and working through some minor changes in the nursery layout. Need to look at funding for the Bleacher seating. Would be a missed opportunity if we didn't get this installed at same time as build. Pupils wish to have input on the outside layout and what the building will look like, • JF – Possible funding from Gaelic. Speak to Gaelic School in Portree and see how they accessed funding. • RC – Lena Walker is a good contact. • CB – Nothing further to add at this time and pleased with progress. • HF – Could updated plans be circulated to the group. • DG – Will share internal layout plans and could also upload them to the Council website. • RS – Are the pupil toilet blocks open plan and do the nursery toilets have self-enclosed sinks? • RC – all cubicles are self-contained. Communal wash basins and some cubicles with basins. A mixture of facilities that will cater for all needs. Gives more supervision in the handwash area to reduce bullying and vandalism. Nursery cubicles are half height doors with open area hand washing, as per Care Inspectorate guidance. • SA- P1 Transition – full height doors can be imposing but open hand wash areas work and provides flexibility. • RS – Seeking assurance that the toilet blocks in the main part of the school will be designated boys/girls? • RC – Design of school is to accommodate separate toilet blocks. This will be managed by the school and offers flexibility of space for different age groups and gender. 	
3.	<p>Review of stakeholder group membership</p> <ul style="list-style-type: none"> • HF requested that this Agenda item be deferred to another meeting. • JF declined the request as the New School Stakeholder Group Terms of Reference needs to be populated. • DG – Went over the Terms of Reference Template, emphasising the clear lines of communication which is then disseminated to wider groups from the School Stakeholder Group. • Representation will be from the following groups: Ward Members School Pupils Parent Council Community Council High Life Highland Community Representatives 	

Item	Discussion and comment	Action
	<p>Council Officers Other newly formed, recognised community groups may be added as needed.</p> <ul style="list-style-type: none"> • HF – Feel this needs to be discussed further before being finalised. • JF – The project is now two separate elements – School and Community Suggest the PMc and GB are affiliated with the Community group going forward. Community Council can decide who they wish to represent them and let Dorothy know. • HF – Need for monitoring to continue and to be kept fully always informed with issues that arise. Need to solidify the community groups. • JF – Ward Members will be monitoring everything. • DM & RS – Agree this will be the case. • HF – Concerned we don't get community group progress updates. • JF- Minutes will be circulated as they have been to date and made public on the Council website. • JF – Terms of Reference to be populated for next meeting. 	
4.	<p>Community update</p> <ul style="list-style-type: none"> • SG - The South Skye Community Campus is having its first General Meeting with the community on Monday, 29th January at 7:30pm in the Village Hall. It gives us the chance to tell the community about what is going on and get feedback. We'll also officially elect the trustees. We'd like to give feedback on the progress of the new school too. • Our membership numbers as of last Monday were 168 ordinary members and 15 junior members. There have been a few more this week. • We've been working on several funding applications. We submitted a bid to the SSE Renewables Sustainable development fund for £80k for the floodlights. A bid to the SFA Grassroots Pitch and Facilities Fund will be prepared over the next month, to be submitted by the end of February. BSCC have applied to the Shared Prosperity Fund for project support and co-ordination, this includes supporting SSCC. • We met with HC this afternoon to discuss funding... • I'll be the point of contact between SSCC and the council for the site development. Not that I have all the answers, but I know who to ask! I'll also make sure that the information is shared with our community. 	
5.	<p>AOCB</p> <ul style="list-style-type: none"> • DG – Advised that changing the school uniform colour would need Member approval and may take some time to finalise. A transitioning period between old and new uniform could be helpful to parents so they are not having to buy completely new uniform straight away. • SA – Macgregor's in Portree are the current supplier and enquiring as to colour options available. • SG – Is the date of December 2025 for the school completion publicly known? • RC – Yes, it is circulated in Committee Reports. • DG – Next Stakeholder Meeting, would be good to involve pupils for part of the session. May need to revise start times to accommodate this. • Agreed that future School Stakeholder Meetings would start at 3pm – 3.20pm to allow pupils to attend and then continue with business from 3.30pm. 	
6.	<p>Date of next meeting</p> <p>Microsoft Teams – Wednesday 20 March 2024.</p>	

Item	Discussion and comment	Action
	3pm- 3.20pm – Pupil Participation 3.30pm – Continuation with/without pupils.	