

Beauly Primary Stakeholder Group Meeting Minutes Meeting No. 4

Microsoft Teams

8 September 2022 at 5.30 pm

Present	Organisation	Initials
Stakeholders		
Liz Chisholm	Resident	LC
Robert Logan	Resident	RL
Siobhan Grieger	Parent Council	SG
Helen Brown	Senior Case worker for Kate Forbes MSP	HB
Steven MacKenzie	Beauly Shinty Club	SMK
Jenny English	Parent Council	JE
Councillors		
David Fraser		DF
Helen Crawford		HC
Emma Knox		EK
Highland Council		
Robert Campbell	Service lead Capital Planning & Estate Strategy	RC
Tracey Fraser-Lee	Head Teacher (Beauly PS)	TFL
Dorothy Gibb	Principal Estates Officer	DG
Susie Lockett	Teacher (Beauly PS)	SL
Alan Paul	Estates Officer	AP
Fiona Sangster	Estates Co-ordinator	FS
Gordon Stewart	Education Advisor	GS
Ryan Sutherland	Senior Architectural Technician	RS
Apologies		
Shonagh Aitchison	Parent Council	
Simon Swanson	High Life Highland	

Agenda item	Action
1. Welcome and apologies <ul style="list-style-type: none"> • DF welcomed everyone to the meeting and apologies were noted. 	
2. Terms of Reference and Membership of group	

Agenda item	Action
<ul style="list-style-type: none"> • RC reviewed the Terms of Reference document and reminded the group that the main purpose of the Stakeholder Group is as a communication forum. • The Terms of Reference has been updated to reflect the changes to local Members after the election in May and RC asked if any other changes were required. • TFL mentioned that some neighbours and one of the parents of a pupil at the school had asked to join. • DG noted that the Stakeholders represented the various groups identified with an interest in the project, and the groups' representative(s) are responsible for disseminating information to their group and the community rather than having multiple persons attending. • The Stakeholders that are residents are included as they are unique in that they will be directly affected by the project. • Individuals should contact the Community Council or Parent Council in the first instance. • It has been agreed with senior management and Members that Stakeholder Group meetings will continue to be held via Microsoft Teams on all Council projects (there are currently 10 groups). However, public events will be held during the Pre-Planning Application period giving opportunity for the local community to see plans and ask questions. Also, meeting minutes and presentations are uploaded to the Council website. • DF noted changes are required to the members who represent the Toddler Group. • DG noted that should anyone be unable to attend an individual meeting, they could ask someone to stand in for them on that occasion to represent their group. • HC noted that the current timing of the meetings at 5.30 pm might be inconvenient for some members of the group and suggested that it be later in the evening. • HC also enquired as to whether the meetings could be in-person rather than on Teams. • RC noted that the timing of the meetings could be flexible to work for most attendees. He also noted that Teams works very well for sharing presentations and avoids unnecessary travel, or the need for childcare for parents. • DF noted that although some information would be available when the Planning consultation moved forward, it would be good to have some information available locally now. • RC suggested boards to be displayed at the school or shared online might work. • Current Terms of Reference document to be circulated and DF contacted with any changes that are required to membership and any preferences on timings/locations of the meetings. 	<p style="text-align: center;">All</p>
<p>3. Project update – Robert Campbell</p>	

Agenda item	Action
<ul style="list-style-type: none"> • RC gave a recap of the project to date for the benefit of the new members of the group and shared a presentation. • RC went on to explain the current construction cost pressures and the impact this was having on tender costs. • RC advised that despite these pressures, the Council had agreed to continue to progress the design and planning work on all major schools projects, including Beauly. • Site investigations have been carried out and a location for the temporary modular classroom units has been proposed. • It is hoped to get pupils decanted from the flat-roofed building into the modular units as soon as possible. • Planning permission will be required so it may be difficult to get them in place for December, but the Estates Team are working on this and will keep the group informed. • Most of the demolition work for the flat-roofed building will need to be carried out over a school holiday period – either Easter or Summer depending on timescales. • Work continues on the design for the new school building. The possibility of retaining the games hall building has been looked at, but after careful consideration of all relevant factors, in particular the energy performance targets that the project must meet, the proposal is to include the nursery in the new build and demolish the building. • THC are currently aiming to submit the Planning Application for the new building in April 2023. As it is a major project, a pre-application period will be required, and this process takes around three months. • This will include holding public meetings, both in person and online. RC will confirm dates in due course. • RC shared images of the location for the temporary modular units and a sketch of the new building, MUGA, parking etc. More developed floor plans will be ready soon and will be shared at the next meeting. • RL expressed concerns about access for emergency vehicles. • DG assured access will not be compromised by the project. • DF noted that although he understood the cost pressures, it was important that THC did not compromise on the design or energy performance of the new school and that the quality of what was provided should remain of the utmost importance. • DF enquired if the landing of the modular units and decant of pupils would need to be done over a holiday period. • RC confirmed that it may be possible to land the units in the evening or at the weekend. There will be some degree of disruption which will need careful planning between the Estates Team and the school but as there was a pressing need to replace the flat-roofed building, a solution would be found. • DF asked about the temporary nature of the modular units. 	<p style="text-align: center;">RC</p>

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<ul style="list-style-type: none"> • RC confirmed that the units would not be a permanent solution. Similar units at another site were given approval for a maximum of two years from Building Standards and although we may need slightly longer at Beaully, the Estates Team will be liaising with Building Standards on a maximum duration and will inform the group when this is determined. • DF agreed that a short-term solution is required but that it must follow regulations. • SG noted that stakeholders were previously told the units would arrive during the summer holidays and asked why Planning permission had not been applied for yet. • RC informed the group that the results of the site investigations had resulted in a different location being identified and so the Planning Application could not be submitted until this was determined. • SG asked if it was because the units were currently being used for the temporary Ness Castle Primary School and asked if delays there would cause further delays at Beaully. • RC agreed that it had originally been suggested that the two units currently being used for Ness Castle Primary would be available for relocation to Beaully, but that THC are to use alternative units and so the delay at Ness Castle does not impact on the timescale for Beaully. • SF expressed concern about the condition of the flat-roofed building and the impact of another winter. • RC noted that he is aware of the issues with the flat-roofed building and confirmed that the temporary units would be installed as soon as possible. • DG confirmed that much work on the temporary units is ongoing but that the restrictions with the site had caused the delay. The aim now is to progress the planning application and to keep things moving. • DF asked to go over timescales with DG and assured the group that Members will be communicating with the Estates Team between the Stakeholder meetings. • SML asked if the training area used by the Shinty Club was still being considered as a location for the temporary units. • DG confirmed that THC has looked at the area, but it is not large enough so is currently not being considered. • SMK asked if the area currently housing the skate park was being considered. • DG confirmed that this area was no longer being considered due the condition of the ground, availability of service connections and the logistics of getting the units in to the space. • DG offered to share this information with the Shinty Club if they were considering building in that area at any time in the future. 	

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<ul style="list-style-type: none"> • HC asked RC to clarify if the three-month notice period for the Planning Application would begin in January. • RC explained that it might be earlier than January and that he hoped to have more information available on this at the next Stakeholder meeting. • DF asked if a public meeting would be required. • RC explained that there would be at least one public meeting and one online. • DF noted that it was good to see some progress and asked that THC be open about challenges and commit to keeping everyone informed. 	
<p>4. Education and school matters</p> <ul style="list-style-type: none"> • TFL expressed concerns about going through another winter with the state of the current school buildings. • TFL asked about the relocation of the Trim Track to accommodate the temporary modular units. • DG to liaise with TFL about a temporary relocation or storing of the Trim Track. • DG noted that there are plans to relocate the biomass boiler from Beaulieu to another school. The boiler only provides some energy for the school at present and the existing oil supply is sufficient for the remainder of the time until the new building is ready. • As there is a need for a biomass boiler at another location, it makes sense to move it from Beaulieu sooner and for it to be refurbished and recycled at another school. • RC confirmed that the temporary modular units and changes to the heating supply were not seen as a permanent solution. • TFL reported that a recent Care Inspectorate visit to the nursery had gone well but the one area that the provision fell back on was the building itself. This had impacted the grade awarded which had been difficult for staff. • RC noted that their findings can be used as evidence to demonstrate the need for a new building. • TFL to continue to report any issues with the current building through the usual channels. 	<p>DG/TFL</p> <p>TFL</p>
<p>5. AOCB</p> <ul style="list-style-type: none"> • Presentation to be uploaded to the THC website and shared with group. • DF would like further meeting dates to be agreed. 	
<p>6. Date of next meeting</p> <ul style="list-style-type: none"> • Thursday 6 October at 5.30 pm via Microsoft Teams • Thursday 17 November – time to be confirmed. 	