

# Minutes Of Meeting 1

## New Broadford School and Community Hub Working Group

(aka Broadford Stakeholder Group)

27 April 2021 at 10.30 am

Via Microsoft Teams

| Attendees  | Initials |
|--|----------|
| Highland Councillor - John Finlayson                             | JF       |
| <b>Stakeholders</b>  |          |
| Iain MacIvor, Lochalsh & Skye Housing Assoc.                     | IMI      |
| Norma Morrison, Broadford & Strath CC & PC                       | NM       |
| Shirley Grant, Broadford & Strath CC                             | SG       |
| Hamish Fraser, Broadford & Strath CC                             | HF       |
| Angus MacPhie, Broadford Hall Committee                          | AMP      |
| Neil Hope, Broadford & Strath CC                                 | NH       |
| Steve MacNeil, Broadford FC                                      | SMN      |
| Malcolm Henry, PM for BSCC                                       | MH       |
| <b>Highland Council Officials</b>                                |          |
| Don Esson, Area Education Manager                                | DE       |
| Robert Campbell, Estate Strategy Manager                         | RC       |
| Dorothy Gibb, Principal Estates Officer                          | DG       |
| Fiona Sangster, Estates Co-ordinator                             | FS       |
| Stephen Atkins, Head Teacher                                     | SA       |
| Simon Swanson, Corporate Programme Manager,<br>Highlife Highland | SS       |

| Apologies   | Initials |
|---|----------|
| Kate Forbes, MSP  | KF       |
| Jim Holden, Housing Manager                             | JM       |
| Jennifer Bruce, Principal Housing Officer               | JB       |
| Nicky Grant, ECO, Education and Learning                | NG       |
| Malcolm MacLeod, ECO, Infrastructure and<br>Environment | MML      |

### Abbreviations:

B&S Community Council – Broadford and Strath Community Council BSCC – Broadford and Strath Community Company

CLr – Councillor, The Highland Council

ECO – Executive Chief Officer, The Highland Council

FC – Football Club

LSHA – Lochalsh and Skye Housing Association

MSP – Member of the Scottish Parliament

PC – Broadford Primary School Parent Council

| Item number | Agenda item               | Action |
|-------------|---------------------------|--------|
| 1.          | Welcome and Introductions |        |
|             |                           |        |

| Item number | Agenda item   | Action  |
|-------------|---|---|
|             | <ul style="list-style-type: none"> <li>• JF welcomed everyone to the group</li> </ul>   |   |
| <b>2.</b>   | <b>Minutes of last meeting</b>  |   |
|             | <ul style="list-style-type: none"> <li>• Approved.</li> <li>• Neil MacDougal and the MO will be liaising with SA regarding ongoing maintenance at the current school building</li> <li>• Allan Maguire, Head of Development &amp; Regeneration is happy to provide assistance subject to funding packages</li> <li>• Land swap agreed in principal with Allan Maguire but still be formalised.</li> <li>• MH has forwarded the list of requirements to Estates for consideration during design. The layout provided is indicative only and can be reviewed when school design is developed.</li> <li>• HF expressed concern that there had been no consultation on the contents of the agenda</li> <li>• JF explained that everyone is welcome to request additions to the agenda</li> <li>• Agreed that going forward a draft agenda be issued to HF and cc'd to NM prior to meeting for additional agenda items. HF will return to FS to issue with the meeting invitation.</li> <li>• HF expressed concern that confusion was likely if THC continue to invite various community members to our meetings and accordingly it was agreed that in future THC will send their invitation to HF only (and copy in NM) on the basis that HF/NM are to be left to distribute invitations to current/appropriate Community Group members and advise THC who is to attend on behalf of the community.</li> <li>• JF spoke with Gordon Bell (Communications Manager for Kate Forbes, MSP) who is looking for feedback in order to frame their request to the Scottish Government as soon as the election period has passed.</li> </ul> | <p style="text-align: center;">FS</p> <p style="text-align: center;">FS</p>                                       |
| <b>3.</b>   | <b>Terms of Reference and stakeholder attendees</b>   |   |
|             | <ul style="list-style-type: none"> <li>• RC explained the purpose of the Stakeholder Group and the Terms of Reference document to be drawn up</li> <li>• DG explained that the Terms of Reference (ToR) is a standard document used during a school project but noted that Broadford is a slightly different situation.</li> <li>• DG agreed to ensure the ToR made reference to the working group.</li> <li>• Agreed that the title for the ToR would be New Broadford School and Community Hub Working Group</li> <li>• Draft ToR to be circulated for discussion at the next meeting</li> </ul>  | <p style="text-align: center;">DG</p> <p style="text-align: center;">DG</p> <p style="text-align: center;">FS</p> |
| <b>4.</b>   | <b>Design overview</b>  |   |
|             | <ul style="list-style-type: none"> <li>• The new school is included in Phase 2 of LEIP announced in December.</li> <li>• No capital funding from Scottish Government</li> </ul>   |   |

| Item number | Agenda item  | Action  |
|-------------|--|---|
|             | <ul style="list-style-type: none"> <li>• THC has approved funding for the school part of the project</li> <li>• THC are currently developing a standardised Primary School design following Passivhaus so that basic components are the same, such as energy performance</li> <li>• All projects for LEIP to be completed by December 2025, but we are aiming for August 2025 or earlier for Broadford, if possible.</li> <li>• The basic concept for the design is based on Strathpeffer PS which was visited by group representatives in 2019 – school wing and community wing with a single badminton court games hall in between.</li> <li>• The orientation may change and options for a larger games hall can be discussed</li> <li>• All parties to work together to finalise the design</li> <li>• MH asked that the community wing and changing rooms are located near the football pitch if possible.</li> <li>• Agreed to hold separate meetings on design and feedback to the stakeholder group meetings (now titled the New Broadford School and Community Hub Working Group meetings)</li> <li>• SS offered to assist with submitting a Sport Scotland funding application</li> <li>• The Highland Council would submit the bid with advice/input from Highlife Highland.</li> <li>• A combined bid for community and school is preferred to separate bids</li> <li>• Timescale for design process is not clear but process can begin.</li> <li>• SA has already been involved in early discussions</li> </ul> | <p style="text-align: center;"><b>All</b></p> <p style="text-align: center;"><b>RC and DG</b></p> |
| <b>5.</b>   | <b>Project update (plus Scottish Government’s Net Zero Carbon Public Buildings Standard – Broadford Case Study)</b>  |   |
|             | <ul style="list-style-type: none"> <li>• DG has submitted information on the plans to the Net Zero Public Buildings Standard Team who has requested Broadford was put forward as a case study example.</li> <li>• DG will let group know when the standard is made available.</li> <li>• Good publicity for the project emphasising the community working together.</li> </ul>   | <p style="text-align: center;"><b>DG</b></p>  |
| <b>6.</b>   | <b>Transition</b>  |   |
|             | <ul style="list-style-type: none"> <li>• This is a standard item on the stakeholder group agenda and refers to the transition between the old and new buildings.</li> <li>• No need for decant as school will be on a new site</li> <li>• Transition required for the hall so will need to be considered and discussed as we go forward</li> </ul>   |   |
| <b>8.</b>   | <b>Input from stakeholders if required</b>   |   |
|             | <p><b>Hall Committee</b></p> <ul style="list-style-type: none"> <li>• The local Shinty Club are interested in using the new games hall for practice and training</li> </ul>  |   |

| Item number | Agenda item   | Action           |
|-------------|---|------------------|
|             | <ul style="list-style-type: none"> <li>• Two and a half badminton court size would be preferable for their purposes</li> <li>• No requirement from Shinty Club to use the grass football pitch. This would have an impact on the size required.</li> </ul> <p><b>LSHA</b></p> <ul style="list-style-type: none"> <li>• IMI requested confirmation on the land swap from Estates to LSHA or from THC Housing to LSHA.</li> <li>• RC to arrange a meeting with IMI and AMG.</li> <li>• LSHA transferred access land area to THC at no cost.</li> <li>• Developer Contribution of £56k was part of LHSA housing Planning Application</li> </ul>  | <b>RC</b>        |
| <b>9.</b>   | <b>AOCB</b>   |                  |
|             | <ul style="list-style-type: none"> <li>• Gordon Bell would like cost information before approaching the Scottish Government for funding</li> <li>• School costs have already been determined</li> <li>• Community costs and plans for funding to be made available for the next meeting</li> <li>• Community requirement plans have now been sent to THC so need to be included in the masterplan</li> <li>• Dialogue on funding to begin</li> <li>• Joint approach for funding between THC and Community</li> <li>• The aim is for links between Education and Health and well-being so this should be included in any funding applications.</li> <li>• Design meetings to take place between THC and representatives of the Working Group at regular intervals</li> <li>• 11 May suggested RC to confirm time with HF and NM.</li> <li>• Draft minutes of stakeholder meetings to be sent to HF and NM for input prior to wider stakeholder group (aka New Broadford School and Community Hub Working Group)</li> </ul> | <b>RC<br/>FS</b> |
| <b>10.</b>  | <b>Date of next meeting</b>   |                  |
|             | <ul style="list-style-type: none"> <li>• Wednesday 26 May at 11 am</li> </ul>   |                  |