

Draft Minutes Of Meeting 2

New Broadford School and Community Hub Working Group (NBS&CHWG)

(aka Broadford stakeholder group)

26 May 2021 at 11 am

Via Microsoft Teams

| Attendees | Initials |
|--|--|
| Highland Councillor John Finlayson | JF |
| Stakeholders Steve MacNeil, Broadford FC Anthony Davies, Broadford Hall Committee Angus MacPhie, Broadford Hall Committee Doreen MacPhie, Broadford Hall Committee Shirley Grant, BSCC Malcolm Henry, PM for BSCC Neil Hope, BSCC Hamish Fraser, B & S Community Council Iain MacIvor, LSHA Gordon Bell, representing Kate Forbes MSP Sarah Yoxon, Skye Camanachd Ladies | SMN AD AMP DMP SG MH NH HF IMI GB SY |
| Highland Council Officials Robert, Campbell, Estate Strategy Manager Dorothy Gibb, Principal Estates Officer Fiona Sangster, Estates Co-ordinator Simon Swanson, Corporate Programme Manager, Highlife Highland | RC DG FS SS |
| Apologies: Jim Holden, Housing Manager Stephen Atkins, Head Teacher, Broadford PS Cllr Calum Munro Cllr Calum MacLeod Don Esson, Area Education Manager Norma Morrison, Broadford & Strath CCo and PC | JH SA CM CML DE NM |

Abbreviations:

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

Cllr – 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

NBS&CHWG – New Broadford School and Community Hub Working Group

PC – Broadford Primary School Parent Council

| Item number | Agenda | Action |
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| 1. | Welcome | |
| | <ul style="list-style-type: none"> JF welcomed everyone to the group | |
| 2. | Minutes of last meeting | |
| | <ul style="list-style-type: none"> Approved JF to arrange a meeting with Kate Forbes MSP and Gordon Bell now that the election period has passed. Suggested that this takes place after project contractor is appointed. | JF |
| 3. | Terms of Reference and stakeholder attendees | |
| | <ul style="list-style-type: none"> Noted that new NBS&CHWG members were in attendance, invited by HF. DG explained THC stakeholder meeting requirements and Terms of Reference (ToR) where a core stakeholder group representative of all parties is established and who attend meetings to provide consistency. The ToR can include more than one named group representative and this can be amended over time as needed. Agreed that those in attendance today will be listed on the ToR and shall attend future meetings. When specific input/expertise is needed, other individuals may be invited to particular meetings. HF noted that all users of the Hall are represented by NBS&CHWG. All agreed that the Terms of Reference will list local Members; THC Officers; Broadford PS head teacher and pupil representatives; parent council representative(s); and the NBS&CHWG with sub-groups and group representatives identified. The ToR will include a statement that all Broadford Hall user groups and community groups are being represented by HF and NM for communication purposes and HF shall forward all communication related to NBS&CHWG meetings to the relevant sub-groups and members. DG to liaise with HF on draft ToR prior to HF circulating to local groups. THC Web link for the project will be shared with the group when set up. | <p>HF</p> <p>HF</p> <p>DG/HF</p> <p>FS</p> |
| 4. | Design overview | |
| | <ul style="list-style-type: none"> DG gave a summary of the recent design meeting describing the RIBA stage process and costing estimates developed at each stage end. RC noted design meeting minutes will be shared with NBS&CHWG. THC architects currently looking at incorporating requirements into the design for the project. Design meetings will continue through RIBA stages as design is developed with next design meeting to be held within next 1-2 weeks. | FS |

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| 5. | Project update | |
| | <ul style="list-style-type: none"> • Progressing well. • Contractor has been identified and hopefully will be formally appointed in the next week or so. • A press release will be prepared for the appointment and RC will consult with JF and HF on this at the time. • Key target dates need to be set for design and RC hopes to have more information on this and a potential programme at the next meeting. • SG asked for information on school roll forecasting. RC informed the group that school roll forecasting is done every year for 15 years ahead and DG noted that this information is available on THC website. • A standard design is under development for a single stream primary and this can then be adjusted to individual school needs such as Gaelic Medium and English Medium provision. The design will allow for additional classrooms to be added if and when necessary. BSGLA, Fort William was constructed using this concept and work is currently under way to add a two-classroom extension, with flexibility of a further two-classroom extension should it be required in the future. • HF asked if the identified contractors were aware of the community hub element at Broadford. RC confirmed that they are aware of this. • HF suggested consideration of ASN provision for the whole south Skye area rather than simply for Broadford Primary. • JF confirmed that ASN provision is currently under review nationally and locally. • RC explained that a long term approach to ASN provision at Broadford would be taken and that consultation with the HT, the Area Education Manager (Don Esson) and THC colleagues will examine how best to accommodate this. | RC RC |
| 6. | Transition | |
| | <ul style="list-style-type: none"> • DG noted there will be no need for decant of school so they can transition from the existing school directly to the new building. • Some transition required for hall, the physical move out from hall in to the new building as well as how funding may be released from the hall to support the community build. • AD understood that the new hall would be ready to move into before the existing hall would require to be vacated. This understanding was confirmed. • For cash flow purposes, THC will finance the construction of the new community build in the first instance, with funds from the existing hall transferred to THC after this. | |

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| | <ul style="list-style-type: none"> Indication of how much funds will be provided by the hall needs to be identified. | |
| 9. | AOCB | |
| | <ul style="list-style-type: none"> AMP asked if it was possible to arrange another trip to view the Strathpeffer PS and Community Wing. RC to speak to the HT and Strathpeffer Community Group to discuss a possible date for this. Plans of Strathpeffer to be shared with the group. | RC RC |
| 10. | Date of next meeting | |
| | <ul style="list-style-type: none"> Wednesday 23 June at 10 am | |