

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

(aka Broadford Stakeholder Group)

Draft Minutes – Meeting 5

Microsoft Teams

24 November 2021 4pm

Attendees	Initials
Highland Councillor - John Finlayson	JF
<b>Stakeholders</b>	
Gordon Bell, Representing Kate Forbes MSP	GB
Anthony Davies, BHC	AD
Hamish Fraser, B & S Community Council	HF
Shirley Grant BSCC	SG
Malcolm Henry, BSCC – Project Manager	MH
Nicholas Kelly, FC	NK
Iain McIvor, LSHA	IMI
Roddy MacLeod, BSCC	RML
Angus MacPhie, BHC	AMP
Stuart MacPherson, HIE	SMP
Norma Morrison, BSCC – Community Co-ordinator	NM
Sarah Yoxon, Shinty Club	SY
<b>Highland Council Officials</b>	
Stephen Atkins, Head Teacher, THC	SA
Robert Campbell, Estates Strategy Manager, THC	RC
Faye Dyer, Housing Options Officer, THC	FD
Jenny MacRae, Estates Co-ordinator, THC	JMR
Chloe Murray, Housing Development, THC	CM
Alan Paul, Estates Officer, THC	AP
Simon Swanson, Corporate Programme Manager, HLH	SS
<b>Apologies</b>	
Jenny Bruce, Principal Housing Officer, THC	JB
Don Esson, Area Education & Learning Manager, THC	DE
Dorothy Gibb, Principal Estates Officer, THC	DG
Neil Hope, BSCC	NH
Calum MacLeod, Councillor, THC	CML
Rory MacLeod, Housing Manager, THC	RML
Calum Munro, Councillor, THC	CM

## Abbreviations:

B&S Community Council – Broadford and Strath Community Council

BSCC – Broadford and Strath Community Company

BHC – Broadford Hall Committee

Cllr – Councillor, The Highland Council

FC – Football Club

HIE – Highlands and Islands Enterprise

HLH – Highlife 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

Agenda item	Action
<p><b>Welcome and apologies</b></p> <p>Apologies: as listed above</p>	
<p><b>Minutes and actions from last meeting</b></p> <p>Update from GB</p> <ul style="list-style-type: none"> <li>• KF to meet with Shirley Ann Somerville prior to Christmas.</li> <li>• Meeting with Maree Todd to be arranged</li> <li>• Letter from Clare Haughey, which has been shared with JF and members of the group.</li> </ul> <p>Update from JF</p> <ul style="list-style-type: none"> <li>• At this stage we are in early discussions with Sport Scotland about them making a commitment to support projects in Highland and their CEO attended the Education Committee last week to confirm that commitment.</li> </ul> <p>The council and HLH are now hoping to work with Sport Scotland to identify which projects would meet their funding criteria(announcement expected in December) and as Donna has indicated, Broadford would be a priority project for consideration.</p> <ul style="list-style-type: none"> <li>• Met with Mowi and HIE and meeting SSEN tomorrow</li> <li>• Islands Infrastructure Fund details due soon. Funding pot of 500k</li> </ul> <p>Update from RC</p> <ul style="list-style-type: none"> <li>• Sub-group to be set up to include HC officers, who will assist with information gathering until the Project Officer is in place. Group can start work on the Sport Scotland application. Information gathered will be required for all funding streams and makes sense to start this process now.</li> </ul> <p>AMP to identify persons to be on subgroup.</p> <p>Update from MH</p> <ul style="list-style-type: none"> <li>• CK has shared a sketch of the Community Hub floorplan. It's not what we need to progress but is significant progress. Understand that more detailed plans will be made available in the next week or two.</li> </ul>	<p><b>AMP</b></p>
<ul style="list-style-type: none"> <li>• <b>Project Overview</b></li> </ul> <p>Update from AP</p> <ul style="list-style-type: none"> <li>• HC officers have regular meetings with Robertson Construction and WSP.</li> <li>• Project is in two parts – Design and Feasibility. Covers site investigations, drainage, ground conditions, orientation, and location of buildings.</li> </ul>	

Agenda item	Action
<ul style="list-style-type: none"> <li>• Robertson's still waiting on some information from HC – room data sheets, IT information and accommodation schedules for Community wing.</li> <li>• Had hoped to have received feasibility report from Robertson but there have been delays.</li> <li>• No issues with bedrock</li> <li>• Peat at 500mm below turf.</li> <li>• Water close to surface but draining naturally.</li>   <li>• IM – suggests Robertson contact Andrew McMaster from Compass. He is on site for LSHA and could share groundwork information. If trial pits are needed, Compass have a machine on site. Good partnership working approach.</li> <li>• RC – Passivhaus design has been a learning curve. Delays experienced but now moving forward. Still on track for school to open in Aug 2025. Will need to decide final cut off dates for feasibility report.</li> <li>• SA stated how excited the pupils and staff were at seeing the digger arrive on site.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Design overview</b></li> </ul> <p>Update from AP</p> <ul style="list-style-type: none"> <li>• Final decision to be reached on single or two storey build.</li> <li>• Ongoing discussions with architects and nothing definitive yet.</li> <li>• Must meet the educational needs for the school.</li> <li>• Preliminary outline plans but no finer details yet.</li>   <li>• MH – Represents progress receiving the sketch plan. Need to wait to get full plan.</li> <li>• SA – No consultation yet with school on single or two storey build. Not been asked what we want.</li> <li>• RC – School size of Broadford would suggest a single storey, but we need to meet energy targets and a two storey may work better. School will be fully consulted on this.</li> <li>• SMcP – To what extent do you consult on final design and what are the timescales?</li> <li>• RC- Consultation is ongoing throughout the project with Stakeholder Group, School and Community Group. Key stage now is design of project.</li> <li>• AP – User groups are also consulted along with Facilities, Catering and Cleaning staff. Different levels of consultation.</li> <li>• SMcP – Can the community not design their part of the build until the school design is complete? When will final delivery of the school be?</li> <li>• RC – Feasibility Report will be complete this side of Christmas</li> <li>• SMcP – will receive a footprint plan and access plan to the building/site before Christmas?</li> <li>• RC – Yes.</li> </ul>	

<b>Agenda item</b>	<b>Action</b>
<ul style="list-style-type: none"> <li>Design Group Meeting was held on 16.11.21. No date set for next meeting but suggested it should be after the community group have had time to go over the updated floor plans from CK.</li> </ul>	
<ul style="list-style-type: none"> <li><b>AOCB</b></li> <li>RC – Important to proceed with jigsaw funding applications and secure Project Officer for the community group. HC will support the group in gathering information in the short term.</li> <li>SMcP – Funding for the school and community required?</li> <li>RC- School is fully funded. Will support community group in applying for funding until Project Officer in place</li> <li>GB – Available to assist with funding – questions, information but not able to be on subgroup.</li> </ul>	
<ul style="list-style-type: none"> <li><b>Date of next meeting</b></li> </ul> <p><b>Wednesday 19<sup>th</sup> January 2022 – 4pm via Teams Link</b></p>	