

**The Highland Council**  
**Charleston Academy Stakeholder Group**  
**Minutes of Meeting No.4**  
**Wednesday 17th November 2021 at 7pm**  
**Via Microsoft Teams**

<b>Attendees</b>	<b>Initials</b>
<b>Highland Councillors</b>	
Councillor Alex Graham – Chair	AG
Councillor Colin Aitken	CA
Councillor Margaret Davidson	MD
Councillor David Fraser	DF
Councillor Emma Knox	EK
<b>Parent Council and Community Representatives</b>	
Kate Morris	KM
Sara Simpson	SS
<b>Charleston Academy</b>	
Helen Hunter, Acting Head Teacher	HH
Rona MacPherson, Depute Head Teacher	RM
Jonathan Richards, Principal Teacher	JR
<b>Highland Council Officials</b>	
Robert Campbell, Estate Strategy Manager	RC
Laura Burns, Project Manager	LB
Jane Day, Estates Officer	JD
Paul Short, Estates Co-ordinator	PS
<b>Highlife Highland Officials</b>	
Simon Swanson, Head of Investment and Programme Management	SS
<b>Minute:</b>	
Jane Day	

<b>Item</b>	<b>Discussion and comment</b>	<b>Action</b>
<b>1.0</b>	<b>Introduction</b>	
<b>1.1</b>	<b>AG</b> welcomed everyone to the meeting.	
<b>2.0</b>	<b>Minutes of previous meeting</b>	
<b>2.1</b>	The minutes of the previous meeting were approved.	
<b>3.0</b>	<b>Project update</b>	
<b>3.1</b>	<b>RC</b> shared a presentation updating on the current position (this will be uploaded to the Council website).	
<b>3.2</b>	A report setting out a revised capital programme was due to be on the agenda of the Council meeting in October but will now go to the meeting on 9th December. A bid has been submitted for additional funding for a larger Phase 1	

Item	Discussion and comment	Action
	extension and refurbishment project based on the phased approach set out in the presentation.	
<b>3.3</b>	The extension would comprise accommodation for Science, Craft Design & Technology, Art and Music. It is proposed that the single storey block at the front of the building would be demolished. The Home Economics area would be refurbished, and the vacated Music rooms converted to PE changing rooms. The remaining vacated classrooms would be converted into general classrooms or accommodation for pupils with Additional Support Needs.	
<b>3.4</b>	The remaining blocks in the main building will require to be re-roofed. An exercise is underway to establish the estimated cost of this work and how it would be phased.	
<b>3.5</b>	The masterplan shows the proposed location of the new nursery building for Kinmylies Primary. It also shows a potential location for a replacement primary school building if that was ever required in the future.	
<b>3.6</b>	<b>KM</b> asked what the increased budget would be. <b>MD</b> advised that the final figure cannot be confirmed until the report is published. However, the current budget is £7.5 million, and the additional amount to be requested is likely to be of a similar magnitude.	
<b>3.7</b>	<b>SS</b> asked about the programme dates. <b>RC</b> replied that the programme will be confirmed once the discussions with Planning about the masterplan have been concluded and the additional funding confirmed.	
<b>3.8</b>	<b>KM</b> A video has been compiled by parents and pupils to highlight the poor state of the building, especially the roof, and the detrimental effect that it has on their education.	
<b>3.9</b>	<b>MD</b> asked if pupils will be involved in the project. <b>RC</b> confirmed that will be the case and there would be further discussion with school staff about the nature of their involvement.	
<b>4.0</b>	<b>AOCB</b>	
<b>4.1</b>	The date of the next meeting will be confirmed in the new year.	
<b>4.2</b>	As there was no other business, the meeting was concluded at 19:37.	