

The Highland Council

Tain 3-18 Campus Craighill - Stakeholder Group

Minute of meeting No. 3 held on Tuesday 8 June 2021 at 7 pm

Via Microsoft Teams

Attendees	Initials
Highland Council - Members	
Fiona Robertson, Chair	FR
Derek Louden	DL
Highland Council - Officials	
Robert Campbell, Estate Strategy Manager	RC
Callum Sinclair, Estates Officer	CS
Kenny Murray, Education Advisor	KM
Kier Construction	
Stephen Muir, Framework Manager	SM
Stallan- Brand	
Ian Harper, Associate	IH
Paul Stallan, Design Director	PS
High Life Highland	
Julie Corcoran, Principal Libraries Manager	JC
Katie Jeffs, Network Librarian	KJ
Rob Parks, Youth Development Officer	RP
School Representatives	
Eileen Henderson, Head Teacher Craighill	EH
Jane MacKay, Head Teacher Knockbreck	JM
Mark Jones, Head Teacher Tain Royal Academy	MJ
Tommy Agnew, Principal Teacher, Tain RA	TA
Karin Wood, Teacher, Tain RA	KW
Parent Council Representatives	
Lorna Maclver	LM
Alan Mohan	AM
Kirsteen Reekie	KR
Chris Ross	CR
Community Representatives	
Graham Nutt, Tain Youth Cafe	GN
Apologies	
Councillor Alasdair Rhind, Susannah Holmes, Neil Munro, Philip Shannon and Clare Whiteford.	
Minute	
Callum Sinclair	

Item	Discussion and comment	Action
1.	Welcome	
1.1	Fiona Robertson welcomed everyone to the meeting.	Note

Item	Discussion and comment	Action
1.2	Apologies from Councillor Alasdair Rhind, Susannah Holmes, Neil Munro, Philip Shannon and Clare Whiteford.	Note
2.	Minutes of previous meeting	
2.1	TA and MJ: Raised concerns about classroom sizes and the potential impact on curriculum delivery. KM: Explained that RC, CS and Philip Shannon would be having meetings with school staff (Head Teachers/Depute HT's) and there would be an opportunity to discuss matters of this nature at those meetings. RC: The classroom sizes are in line with other new build schools in Highland. KW: Questioned if there was sufficient classroom space. IH: Stallan Brand could show examples of other school sites and happy to help explain classroom sizes and different designs.	Note
3.	Progress update	
3.1	RC: Explained the latest design stage was completed and had moved into the next stage (Stage 3). This will include two virtual public consultation events as part of the major project planning process.	Note
3.2	RC: Explained some of the potential risks within the construction industry regarding materials and costs.	Note
3.3	KM: Explained how the workshops taking place with school staff will shape how the school operates going forward and how best to interact with practitioners.	Note
3.4	FR: Asked RC to make the community aware of the planning items (let Helen Ross know).	RC
3.5	MJ: Asked if the new management structure for the new campus had been agreed. KM: This is being discussed at senior management level.	KM
4.	Design update	
4.1	IH/PS: The presentation highlighted some of the developments to the overall design, although the basic footprint of the building has not changed since the previous meeting. The design team have been carrying out modelling to ensure that the building meets Passivhaus and the other required standards.	Note
4.2	KJ: Asked about library security. IH: Will develop an overall security strategy but can show KJ examples of other library settings.	IH
4.3	KW: Concerned that that members of the public can walk around some areas of the campus. IH: The security strategy for the campus will have to strike a balance for community access.	Note
4.4	Lorna: Asked about the ventilation plant in the roof and would seagulls sit on this. IH: The plant won't be in the roof space.	Note
4.5	TA: Wished to pick up on the programme regarding when the planning will be submitted (September 21). IH: We can still make some changes after the planning application has been lodged.	Note
4.6	TA: Concerned that the overall building is too small. IH: Explained that it meets the space and cost metrics set out as part of the Learning Estate Investment Programme. Will forward copies of the current floor plans.	IH

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4.7	Lorna: Asked about drop-off zone. IH: The final layout is being developed.	Note
4.8	RP: The synthetic pitch will need to be a 4G one, not 3G. RC: We will make sure the correct specification is used.	Note
5.	Community benefits	
5.1	SM: Brief update and how the supply chain will be involved in the next stage, and how opportunities for the community will be available. RP: Asked about apprenticeships. SM: Kier will look to progress modern apprentices with a focus on young people.	Note
6.	Next steps	
6.1	PAN (Proposal of Application Notice) will be launched early May advertising the minimum 12-week pre-planning consultation period.	Note
6.2	Working towards a full planning submission in September in line with the programme outlined above.	Note
7.	AOCB	
7.1	The next meeting will be held on Tuesday 31st August 2021 at 7PM via Microsoft Teams.	Note