

## The Highland Council

### Tain 3-18 Campus - Stakeholder Group

Minute of meeting No. 12 held on Tuesday 12 December 2023 at 7 pm

Via Microsoft Teams

<b>Attendees</b>	<b>Initials</b>
<b>Highland Council - Members</b>	
Derek Louden, Chair	DL
Councillor Maureen Ross	MR
<b>School Representatives</b>	
Andy Brown, Head Teacher, Tain Royal Academy	AB
Eileen Henderson, Head Teacher, Craighill Primary	EH
Jane MacKay, Head Teacher, Knockbreck Primary	JM
Kenneth Mackenzie, Acting Depute Head Teacher	KM1
<b>Parent Council Representatives</b>	
Morven Fioretti, Hill of Fearn Primary	MF
Lorna MacIver, Craighill Primary	LH
Katie MacKenzie, Hilton of Cadboll Primary	KM2
Chris Ross, Tain Royal Academy	CR
Karin Wood	KW
<b>Community Representatives</b>	
Alan Mohan, Tain Community Council	AM
Graham Nutt, Tain YMCA	GM
Alison Taylor, Neighbour	AT
<b>Highland Council - Officials</b>	
Robert Campbell, Service Lead	RC
Susannah Holmes, Estates Team Leader	SH
Anne MacPherson, Head of Support Services	AM2
Callum Sinclair, Estates Officer	CS
<b>High Life Highland</b>	
Simon Swanson, Head of Investment & Programme Mgmt.	SS
<b>Kier Construction</b>	
Philip McDowell, Kier Regional Director	PM
Steve McRoberts, Operations Manager	SM
<b>WSP</b>	
Mark Boyle, Project Manager	MB
<b>Apologies</b>	
Councillor Alasdair Rhind, Melanie Carson, Derek Martin, Rob Parkes, Kelly Skinner	
<b>Minute</b>	
Callum Sinclair/Robert Campbell	

Item	Discussion and comment	Action
<b>1.</b>	<b>Welcome</b>	
<b>1.1</b>	DL welcomed everyone to the meeting.	
<b>2.</b>	<b>Minutes of previous meeting</b>	
<b>2.1</b>	RC advised that he had contacted AT as requested.	
<b>2.2</b>	The minutes were accepted as a true record of the meeting.	
<b>3.</b>	<b>Attendees and membership of group</b>	
<b>3.1</b>	RC went through the circulation list of the stakeholder group to update contact details and membership.	
<b>4.</b>	<b>Drainage and neighbouring houses</b>	
<b>4.1</b>	DL requested that a meeting with the neighbours is conducted.	<b>SM</b>
<b>4.2</b>	AT: When will the permanent drainage be going in, will it be effective, and when will the mountain of mud be moved? SM: The pumps and other temporary drainage arrangements will be maintained until the permanent drainage solution is complete. The temporary spoil heap is topsoil that will be removed in due course with some of it used for landscaping. Kier will continue to manage the risks and have open dialogue with neighbours. SH: Kier have been asked to come up with a proposal for the area between the construction site boundary and the neighbouring properties.	
<b>4.3</b>	AT: Will the damage caused to the properties be sorted out? A quotation for reinstating the external areas was provided to Jeff Hedley. RC: Kier were awaiting the building survey reports and had provided a commitment at the previous meeting to address any damage that they have caused.	
<b>4.4</b>	DL asked for clarity on the next steps and timeline. SM: There are two separate issues – potential damage to properties and potential damage to the lawns etc. Kier stand by their previous commitment to make good any damage that they have caused but this will have to be undertaken at the appropriate time. The timeline is to agree the design, prepare costs, and obtain permissions, which could take up to 4 months.	<b>SM</b>
<b>5.</b>	<b>Project update</b>	
<b>5.1</b>	RC advised that the review of the Council's capital programme had been completed and there were no implications for the budget for the Tain project. The intention is to have a stakeholder meeting every school term.	
<b>5.2</b>	SM advised that Jeff Hedley had retired, and his replacement will start on 8 January.	
<b>5.3</b>	SM shared a presentation outlining progress to date, the activities that are underway on site, and the challenges to the programme although Kier still aiming to complete the building by the end of December 2024.	
<b>5.4</b>	SM advised that the site would close on 22 December and re-open on 3 January, and outlined the inspection and security arrangements that will be in place during the shutdown period and the drainage measures to counter any flooding issues. Emergency contact details will be circulated.	<b>SM</b>
<b>5.5</b>	CR: Will the roof works be complete before the shutdown period? SM: Most of the roof will be closed in and the rest will be protected.	
<b>6.</b>	<b>Education and school matters</b>	
<b>6.1</b>	AM2: Additional staff time has been approved for a Depute HT at Tain RA to be allocated to the project for one day a week.	

<b>Item</b>	<b>Discussion and comment</b>	<b>Action</b>
	AB advised that KM has been appointed to this role from January.	
<b>6.2</b>	AM2: The Campus Head Teacher recruitment process needs to be re-advertised in January and will hopefully result in a better response. Parent Councils will be kept updated.	<b>AM2</b>
<b>6.3</b>	AM2: Engagement with parents will start soon regarding the name of the new school.	<b>AM2</b>
<b>6.4</b>	CR: Do we know when will the new school's name will be decided? There will need to be a lead in time for new uniforms etc. AM2: Can't confirm the exact date at this stage but the process will commence in January.	
<b>6.5</b>	KW: What will the Council do if they can't appoint a HT? AM2: Hoping to get a better response after the holiday period as the end of year is often not a good time.	
<b>6.6</b>	KM: Will all schools be involved in deciding the name of the new school? AM2: Parents from the schools moving to the new campus will be consulted. KM: Would prefer all primary schools in the Associated School Group to be involved. AM2: Noted and will raise this with the manager that will be leading on it.	
<b>6.7</b>	LM noted that work has started on the merging of the Parent Councils, and CR is the lead on this. AM2: Noted.	
<b>6.8</b>	EH: Will the HT post having to be re-advertised impact on the previous timescale for a new start after Easter? AM2: This shouldn't affect the current plans but will keep everyone updated.	
<b>6.9</b>	AB, JM and EH thanked those involved in the recent sessions and workshops held at the schools.	
<b>7.</b>	<b>Swimming pool and library</b>	
<b>7.1</b>	RC: A final decision on the potential move of the public library to the new campus has not yet been made.	
<b>7.2</b>	RC: It is anticipated that the options appraisal for the swimming pool will be complete in time for the next meeting. The recent capital review was focussed on projects already in the programme.	<b>RC</b>
<b>7.3</b>	CR: Would the options for the pool be affected by the revised capital programme? RC: All future capital investment decisions would have to take account of the revised programme.	
<b>8.</b>	<b>Date of next meeting</b>	
<b>8.1</b>	Wednesday 6th March 2024 at 7PM was agreed as the date for the next meeting.	<b>RC</b>
<b>9.</b>	<b>AOCB</b>	
<b>9.1</b>	GN asked for a copy of the Kier presentation and to be kept informed of progress on the staffing structure.	<b>SM/AM2</b>
<b>9.2</b>	The meeting was closed at 20:15.	