

**Minute of the People, Infrastructure and Finance Committee
Hybrid meeting held at Kilwinning Campus and via Microsoft Teams on
Tuesday 10 March 2025**

Present:

Matthew Wilson	Chair
Tracey Dalling	Vice Chair
Alicia Clyde	Non-Executive Board Member (from Item 5 onwards)
Jason Currie	Non-Executive Board Member (from Item 7 onwards)
Angela Cox	Principal, Ex-Officio
Darcie Hamilton	Elected Student President
Janette Steel	Elected Member, Curriculum

In attendance:

Sara Rae	Vice Principal – Skills and Enterprise
David Davidson	Vice Principal – People, Performance and Transformation
Alan Ritchie	Vice Principal – Finance and Infrastructure
Gillian Brown	Strategic People Partner
Martin Hammond	Head of Health, Safety and Wellbeing
Barry Morton	Head of Facilities
Liz Walker	Chief Financial Controller
Hilary Denholm	Board Governance Advisor
June Northcote	Executive Assistant (Minutes)

1. Welcome and Declarations of Interest

The Chair welcomed everyone to the meeting.

The meeting was confirmed as quorate.

Matthew Wilson declaration of interest due in relation to his core employment.

2. Apologies

Apologies were noted from Brad Johnstone, Director of Digital Infrastructure and Lisa Keggans, Elected Member, UNISON.

3. Minutes of the Previous Meeting held on 18 November 2025 (Paper 1) (P)

The minute was approved as an accurate account.

Proposed: Angela Cox **Seconded:** Tracey Dalling

3.1 Action & Decision Log (Paper 1a) (P)

The Committee noted all previous decisions and completed actions.

4. Matters Arising

There were no matters arising out with those detailed on the meeting agenda.

12. Sustainability Framework and Climate Change Report Paper 7 (P)

Barry Morton introduced Paper 7 to the Committee, going on to present the College's Sustainability Framework and provided an update on progress against its climate change commitments, including the completion of the Public Bodies Climate Change Duties (PBCCD) return. It outlined the College's strategic approach to social, economic and environmental sustainability (SEES), highlighted performance across key emission areas and identified ongoing actions to support continuous improvement in sustainability outcomes.

Members were asked to:

1. Approve the draft Sustainability Framework for implementation.
2. Endorse continued monitoring and optimisation of energy, water and waste performance.
3. Note the completion and submission of the PBCCD return.

Decision PIFCo36-D09: The Committee commended the approach being taken by the College and approved the Sustainability Framework for implementation.

Decision PIFCo36-D10: The Committee endorsed continued monitoring and optimisation of energy, water and waste performance.

Committee members noted:

- The completion and submission of the PBCCD return.
- Challenges in monitoring and gathering data to evidence improved performance.

14. AOB

No other items of business were noted.

Date of Next Meeting

The next meeting is scheduled to take place on **Thursday** 11 June 2026 at 4.00pm

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RESERVED ITEMS ON THE NEXT PAGE