

Minute of the Business, Resources and Infrastructure Committee
Hybrid meeting held at Kilmarnock Campus and via Microsoft Teams on
Tuesday 3 June 2025

Present:

Matthew Wilson	Chair
Michael Ross	Vice Chair
Tracey Dalling	Non-Executive Board Member
Angela Cox	Principal, Ex-Officio
Lisa Keggans	Elected Member, Service/Support Staff
Darcie Hamilton	Elected Student President
Janette Steel	Elected Member, Curriculum

In attendance:

Anne Campbell	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
Brad Johnstone	Director of Digital Infrastructure
Alistair Rodgers	Director of Enterprise Development
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.

There were no declarations of interest.

2. Apologies

Apologies were received from Barry Morton.

3. Minutes of the Previous Meeting held on 11 March 2025 (*Paper 1*) (*P*)

The minute was approved as an accurate account.

Proposed:

Seconded:

Michael Ross

Tracey Dalling

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.

6. 2024-25 Financial Governance Compliance Report (Paper 3) (P)

L Walker introduced Paper 3.

The Committee noted:

- The report is to provide assurance to the Committee that the College is operating in compliance with the Scottish Funding Council Financial Memorandum and the Scottish Public Finance Manual.
- Based on this evidence the College was content to sign the annual SFC Assurance Certificate.
- Based on this assurance, the Board of Management can therefore look to sign off the year-end governance statement as part of the annual Financial Statements.

The Committee noted the report as presented.

13. AOB

No other items of business were noted.

Date of Next Meeting: Tuesday, 9 September 2025 at 4.00 pm held in the Boardroom on Kilmarnock campus and available to join remotely via MS Teams.

(C/P) Confirmed minutes will be published on College Website;

(P) Paper will be published on the College Website;

(R) Paper is reserved, because it contains data or information of a personal nature, which is restricted by legislation, or because it contains commercially sensitive information, and will not be published on the College Website.

RESERVED ITEMS ON THE NEXT PAGE