

Minute of the People, Infrastructure and Finance Committee
Hybrid meeting held at Kilmarnock Campus and via Microsoft Teams on
Tuesday 18 November 2025

Present:

(Paper 1)

Matthew Wilson	Chair
Tracey Dalling	Vice Chair
Alicia Clyde	Non-Executive Board Member
Jason Currie	Non-Executive Board Member (From Item 5)
Angela Cox	Principal, Ex-Officio
Darcie Hamilton	Elected Student President
Lisa Keggans	Elected Member, UNISON
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
Martin Hammond	Head of Health, Safety and Wellbeing
Brad Johnstone	Director of Digital Infrastructure (up to Item 7)
Barry Morton	Head of Facilities (up to Item 8)
Hilary Denholm	Board Governance Advisor
June Northcote	Executive Assistant (Minutes)

1. Welcome and Declarations of Interest

Tracey Dalling, who chaired on this occasion, welcomed everyone to the meeting.

The meeting was confirmed as quorate.

There were no declarations of interest.

2. Apologies

Apologies were noted from Liz Walker, Chief Financial Controller, Gillian Brown, Strategic People Partner and Darcie Hamilton, Elected Student President.

3. Minutes of the Previous Meeting held on 09 September 2025 *(Paper 1) (P)*

The minute was approved as an accurate account, pending the following amendment:

Page four, section seven, bullet point one *“Progress is being made on the development of a new NRPA at national level, with negotiations ongoing involving Unison, Unite, GMB and EIS-FELA”*.

Proposed: Alicia Clyde

Seconded: Angela Cox

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

The Committee noted all previous decisions and completed actions.

4. Matters Arising

Supreme Court Ruling on Gender (16 April 2025)

David Davidson provided an update following the Supreme Court ruling on gender. It was noted that, in the absence of legislative guidance, the College was, in the first instance, reviewing areas of priority such as inclusive changing areas and accessible toilets. Those present noted the challenges faced due to issues which may arise.

Martyn's Law – Terrorism (Protection of Premises) Act 2025

David Davidson advised that whilst Scottish Government guidance was awaited, the College were putting procedures in place, to ensure compliance with the requirements of law.

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

6. Infrastructure Strategy Annual Review (*Presentation*) (*P*)

Alan Ritchie updated members on the College's Infrastructure Strategy 2024–27 which had set out a vision to maximise asset utilisation, enhance digital and physical environments, minimise environmental impact, foster collaboration and strengthen cybersecurity. The strategy was structured around six core objectives, each supported by targeted initiatives and performance metrics. Updates were provided on the six objectives by Barry Morton for the estates infrastructure and by Brad Johnstone on digital infrastructure.

Committee members noted:

- Progress is generally on track across objectives.
- Some areas require further data refinement and external engagement.
- The commendable ethos of the College, as it continues laying strong foundations for future business cases while remaining committed to continuous improvement, sustainability and digital transformation.

The Committee noted the content of the update as presented.

B Johnstone left the meeting at this point.

8. Annual Procurement Report 2024 – 25 (*Paper 4*) (*P*)

Alan Ritchie updated members on the College's Annual Procurement Report 2024-25.

Members were asked to review and approve the report for publication.

Committee members noted:

- The Procurement Reform (Scotland) Act 2014 (PRA) requires any public organisation, which has an estimated annual regulated¹ spend of £5 million or more, to develop a [Procurement Strategy](#) and then review it annually. They are also required to publish an Annual Procurement Report (APR) which summaries how the organisation has performed in its procurement activities and in the delivery of the strategic objectives set out in its strategy.
- This Annual Procurement Report for Ayrshire College covers the period of 1 August 2024 to 31 July 2025 and is the eighth report published by the College.
- Ayrshire College's procurement expenditure for 2024-25 was **£7,517,451**, up **42%** from 2023-24 with much of the increase in delivery the College's digital transformation programme and from the setup of SAI Ltd, which is Ayrshire College's forthcoming commercial aviation venture, with **£6,200,210 (82%)** of procurement expenditure under contract.

Decision PIFCo35-D02: Members reviewed and approved the Annual Procurement Report 2024 - 25 for publication.

15. AOB

Following recent meetings of the Scottish Government Public Audit Committee, Alan Ritchie expressed a note of caution due to possible financial instability, as a consequence of the unprecedented governance issues within the sector.

No other items of business were noted.

Date of Next Meeting

The next meeting is scheduled to take place on Tuesday 10 March 2026.

(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

¹ 'Regulated' procurements are those with an estimated value equal to or greater than £50k (≥ £12,500 per annum over a four-year contract period excluding VAT) for goods and services (or £2,000,000 excluding VAT for a public works contract).