

# Recovery Plan Monitoring Committee

## Minutes

**Meeting reference:** RPMC 2025-26/04

**Date and time:** Thursday 11 December 2025

**Location:** Online

**Members present:** Deirdre Joy, Chair  
Chris Whatley, Board Member  
Catherine Etri, Interim Principal (from Item 6)  
Andi Garrity, Student Board Member  
Richard Fyfe, Staff Board Member  
Ronnie Dewar, Trade Union Board Member

**In attendance:** Lynn Murray, Depute Principal (Operations)  
Gail Dunn, Chief Financial Officer  
Kirsty Campbell, Risk & Project Officer  
Fiona Cameron, Interim Director of Finance  
Ian McCartney, Clerk to the Board of Management

**Apologies:** David Macluskey, Board Member

**Chair:** **Deirdre Joy**  
**Minute Taker:** Ian McCartney  
**Quorum:** 5

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**We will act with integrity in everything we do**

**Student Centred + Innovative + Ambitious + Respectful + Inclusive + Collaborative**

## Minutes

Item		Action
1.	<p><b>Welcome and Apologies</b></p> <p>Chair welcomed everyone to the meeting, noting the meeting was the College's new Chief Financial Officer's first meeting, and noted apologies.</p>	
2.	<p><b>Additions to the Agenda</b></p> <p>There were no additions to the agenda.</p>	
3.	<p><b>Declaration of Interest in any Agenda Item</b></p> <p>There were no declarations of a conflict of interest.</p>	
4.	<p><b>Minutes of the meeting held 28 October 2025</b></p> <p>The minutes were <b>AGREED</b> as being an accurate record of the meeting.</p>	
5.	<p><b>Matters Arising from Previous Minutes</b></p> <p>There were no matter arising.</p>	
6.	<p><b>Recovery Plan Dashboard</b></p> <p>Depute Principal (Operations) provided a summary of Paper, noting that future Exception Reporting will focus on red/amber items and mitigating actions, and provided an update on current forecast position.</p> <p>Interim Principal provided a summary of expectations around HE and FE funding.</p> <p>Depute Principal (Operations) advised that there were capacity/ demand issues around proposed short courses; Committee noted that conflicts around who delivers short courses would be looked at.</p> <p>Depute Principal (Operations) noted that ASW income levels were falling short of expectations. Committee agreed that a marketing push for ASW should be considered. Clerk to issue ideas generated at Board Development session re income generation.</p> <p>Depute Principal (Operations) highlighted the reduced spend in Estates impacting on non-staff costs, and updated Committee on the current status of the Centre for Mountain Studies.</p>	Clerk

	<p>Committee discussed format of the dashboards, where it was noted that actions, not excuses, need to be more prominent, and focus needs to primarily be on red items. Depute Principal (Operations) agreed to translate the full dashboard into a GANTT chart.</p> <p>Chair requested that areas of specific concern be highlighted at each meeting to determine whether the risk was significant enough to escalate directly to Board.</p> <p>Chair suggested that it may be worthwhile inviting Action Owners to future meetings to present specific Action Plans, and noted that there needs to be some guidance provided on actions vs objectives.</p> <p>Committee discussed benefits around generation of an Expectations Statement to make it clear to Action Owners what is expected and required of them relating to the Recovery Plan. Chair agreed to pull together an initial draft.</p> <p>Chair sought clarification that all areas of concern/risk had been discussed. Risk &amp; Project Officer noted that part-time degrees and international growth should be flagged as requiring attention soon.</p>	Chair
7.	<p><b>Date of Next Meeting</b></p> <ul style="list-style-type: none"> <li>Monday 29 January 2026</li> </ul>	
8.	<p><b>Review of Meeting</b></p> <p>Committee agreed that meeting had been conducted in line with the Terms of Reference</p>	

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Notes taken to help record minutes are also subject to Freedom of Information requests, and should be destroyed as soon as minutes are approved.

**Status of Minutes – Open  Closed**

An **open** item is one over which there would be no issues for the College in releasing the information to the public in response to a freedom of information request.

A **closed** item is one that contains information that could be withheld from release to the public because an exemption under the Freedom of Information (Scotland) Act 2002 applies.

The College may also be asked for information contained in minutes about living individuals, under the terms of the Data Protection Act 2018. It is important that fact, rather than opinion, is recorded.

Do the minutes contain items which may be contentious under the terms of the Data Protection Act 2018?      **Yes  No**