Meeting	Finance and General Purposes Committee
Date and time	Thursday 27 August 2026 at 09.00 a.m.
Location	Microsoft Teams

Governance Officer
14 August 2026

AGENDA

The timings on this agenda are indicative only and may extend beyond times highlighted.

Welcome and Apologies

Declaration of Interests and/or any Statement of Connections or Transparency Statements.

ITEMS FOR DECISION

09:00 – 09:05 **1) MINUTES**

a.) Minutes of the Finance and General Purposes Committee Meeting held on 11 June 2026
b.) Confidential Note (CN-01-062026) of the Finance and General Purposes Committee Meeting held on 11 June 2026
c.) Confidential Note (CN-02-062026) of the Finance and General Purposes Committee Meeting held on 11 June 2026
d.) Confidential Note (CN-03-062026) of the Finance and General Purposes Committee Meeting held on 11 June 2026
e.) Confidential Note (CN-04-062026) of the Finance and General Purposes Committee Meeting held on 11 June 2026
f.) Confidential Note (CN-05-062026) of the Finance and General Purposes Committee Meeting held on 11 June 2026
g.) Confidential Note (CN-06-062026) of the Finance and General Purposes Committee Meeting held on 11 June 2026

09:05 – 09:10 **2) OUTSTANDING ACTIONS**

09:10 – 09:20 **3) BAD DEBT WRITE OFF (CONFIDENTIAL)**

Report by the Director of Finance and Estates

09:20 – 09:30 **4) FINANCE UPDATES**
Report by the Director of Finance and Estates

a.) Financial Forecast Return 2026/27 – 2027/28

09:30 – 09:45 **5) FINANCIAL RECOVERY PLAN UPDATE (CONFIDENTIAL)**
Joint Report by Vice Principal – Curriculum, Operations and External Relations & Director of Finance and Estates

09:45 – 10:00 **6) FRP RISK REGISTER AND ACTION PLAN (CONFIDENTIAL)**
Joint Report by Vice Principal – Curriculum, Operations and External Relations & Director of Finance and Estates

ITEMS FOR DISCUSSION

10:00 – 10:10 **7) STUDENT RECRUITMENT – 26/27**
Report from Management Information Systems Manager

10:10 – 10:20 **8) KPI MATRIX**
Report by Operations and Commercial Manager

a.) Review of KPI's for Academic Year 25-26
b.) Review of Measures to be used for KPI's for Academic Year 26-27

10:20 – 10:40 **9) CAPITAL & REVENUE BUDGET MONITORING 2025/26 (CONFIDENTIAL)**
Report by Director of Finance and Estates

a.) Including Cash Flow Report for the period of the FRP

10:40 – 10:50 **10) ESTATE CAMPUS REPORT**
Report by Estates and Campus Services Manager

FOR NOTING

10:50 – 10:50 **11) OPERATIONS AND EXTERNAL RELATIONS REPORT – to follow**

Report by Vice Principal – Curriculum, Operations & External Relations

10:50 – 10:50 **12) AOCB**

13) DATE AND TIME OF NEXT MEETING
Joint Audit and F&GP Committee Meeting 18 November 2026

If any member wishes to add an item of business to the Agenda, please inform the Chair and the Governance Officer as soon as possible. Additional items of business

will only be considered for inclusion in the agenda in advance of the start of the meeting.

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Subject/Title:	Outstanding Actions
Author: [Name and Job title]	Ludka Orlowska-Kowal Governance Officer
Meeting:	FGP Committee
Meeting Date:	27 August 2026
Date Paper prepared:	20 August 2026
Brief Executive Summary of the paper:	This paper provides the FGP Committee with an update on all outstanding actions. The status of the actions has been clearly marked, with updates provided for outstanding actions.
Action requested: [Approval, recommendation, discussion, noting]	Discussion and Noting.
Link to Strategy: Please highlight how the paper links to, or assists with:**:** □ compliance □ partnership services □ risk management □ strategic plan □ new opportunity/change	Governance Compliance
Resource implications:	Yes / No **If yes, please specify**:
Risk implications:	Yes / No **If yes, please specify:** Operational: Organisational:
Equality and Diversity implications:	Yes/No **If yes, please specify:**
Student Experience Impact:	Yes/No If yes, please specify:
Consultation: [staff, students, UHI & Partners, External] and provide detail	N/A

Status – [Confidential/Non confidential]	Non-Confidential
Freedom of Information Can this paper be included in "open" business* [Yes/No]	Yes
*If a paper should **not** be included within "open" business, please highlight below the reason.	

Its disclosure would substantially prejudice a programme of research (S27)		Its disclosure would substantially prejudice the effective conduct of public affairs (S30)	
Its disclosure would substantially prejudice the commercial interests of any person or organisation (s33)		Its disclosure would constitute a breach of confident actionable in court (s36)	
Its disclosure would constitute a breach of the Data Protection Act (s38)		Other (Please give further details)	

Further guidance on application of the exclusions from Freedom of Information legislation is available via

http://www.itspublicknowledge.info/ScottishPublicAuthorities/ScottishPublicAuthorities.asp and

http://www.itspublicknowledge.info/web/FILES/Public_Interest_Test.pdf

Purpose of the report

To provide the FGP Committee with an update on all outstanding action.

Executive Summary

The FGP Committee oversees and monitors the progress of all actions and recommendations raised to date. The status of the actions has been clearly marked, with updates and comments provided for outstanding actions. The Governance Officer monitors the action progress and contacts all actions owners for updates on a regular basis.

Progress update:

- FGP Committee action list:
  - ✓ 2 outstanding actions
  - ✓ 1 superseded action

FGP ACTIONS

ITEM 02.a

Action	Reporting Year	Status	Finding	Recommendation	Recommendation Significance	Implementation Date	Responsible Officer	Comments
9	06/11/2025 2025/26	Ongoing	**Health & Safety Update:** The Chair would welcome a confirmation on the timeline in regard to the issues raised by college with GTFM about the fire doors compliance with the recently completed fire risk assessment.	Concerns re fire doors to be raised on behalf of the Chair of the FGP Committee with the GTFM Board.	Medium	November '26	Director of Finance and Estates	**Update at 05/03/2026:** GTFM have gone out to market to identify a contractor to install the required door selectors. Work will commence soon after the trial and will be completed by the end of the academic year.
10	11/06/2026 2025/26	Superseded	**Longman ringfenced fund**	Communication to explain the urgency of the approval needed for the use of the ringfenced Longman fund to be sent to the SG.	High	June '26	Interim Chair of the Board	**Update at 23/06/2026:** Action superseded as reply received from the SG on 22/06/2026.
11	11/06/2026 2025/26	Ongoing	**ETIO benchmarking analysis** The Interim Chair of the Board positively commented on the identified areas for focus and monitoring and asked for 6-monthly update on their progress with data around targets achieved and an action plan incorporated.	6-monthly ETIO update with targets, progress and an action plan to be presented to the Committee.	Medium	Jan '27	Head of Operations & Business Performance	

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Finance and General Purposes

Subject/Title:	Student Recruitment 2026/27
Author: [Name and Job title]	Jane Maclennan, Information Systems Manager
Meeting:	Finance and General Purposes
Meeting Date:	27th August 2026
Date Paper prepared:	21st August 2026
Brief Summary of the paper:	To provide the committee with an update on student recruitment for 2026/27.
Action requested: [Approval, recommendation, discussion, noting]	Discussion
Link to Strategy: Please highlight how the paper links to, or assists with:: a) compliance • partnership services • risk management • strategic plan • new opportunity/change	This paper links to the strategic plan, particularly in relation to the student experience and the curriculum.
Resource implications:	Yes
Risk implications:	Yes – quality of the student experience
Equality and Diversity implications:	Yes – equity of the student experience
Consultation: [staff, students, UHI & Partners, External] and provide detail	n/a

Status – [Confidential/Non confidential]	**Non-confidential**
Freedom of Information Can this paper be included in "open" business* [Yes/No]	**Yes**

*If a paper should **not** be included within "open" business, please highlight below the reason.

Its disclosure would substantially prejudice a programme of research (S27)		Its disclosure would substantially prejudice the effective conduct of public affairs (S30)	
Its disclosure would substantially prejudice the commercial interests of any person or organisation (S33)		Its disclosure would constitute a breach of confidence actionable in court (S36)	
Its disclosure would constitute a breach of the Data Protection Act (S38)		Other (please give further details)	
For how long must the paper be withheld? (express either as the time which needs to pass or a condition which needs to be met.)			

Further guidance on application of the exclusions from Freedom of Information legislation is available via

http://www.itspublicknowledge.info/ScottishPublicAuthorities/ScottishPublicAuthorities.asp and

http://www.itspublicknowledge.info/web/FILES/Public_Interest_Test.pdf

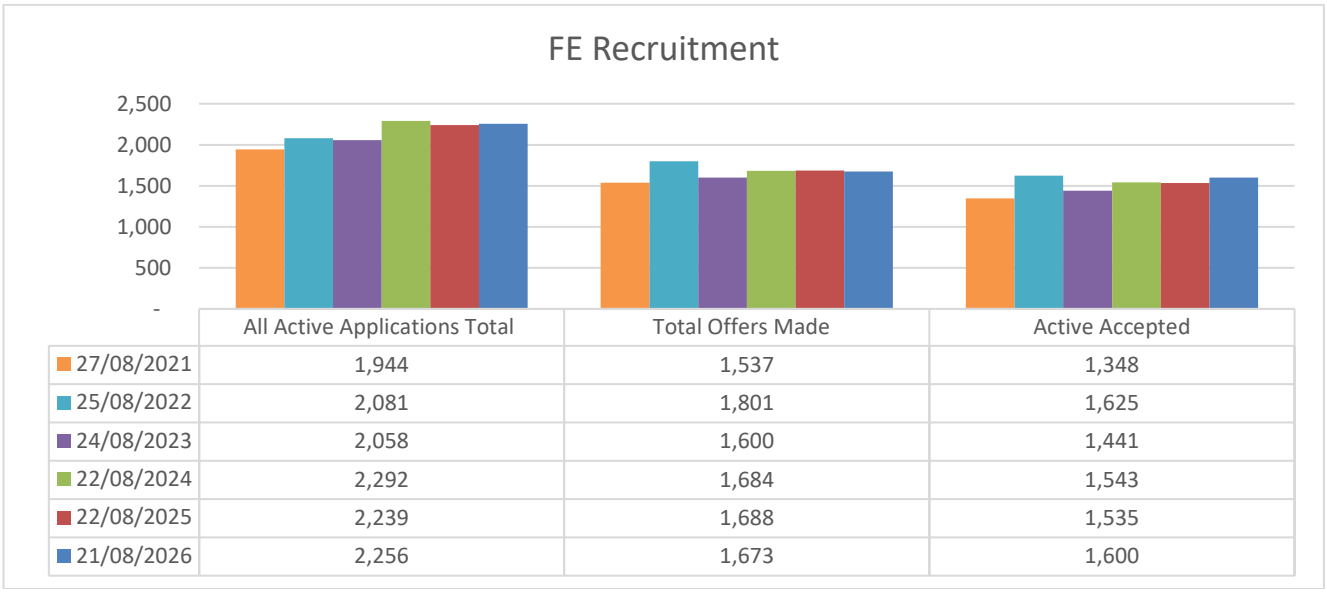
Student Activity 2025/26 and Recruitment 2026/27

Executive summary

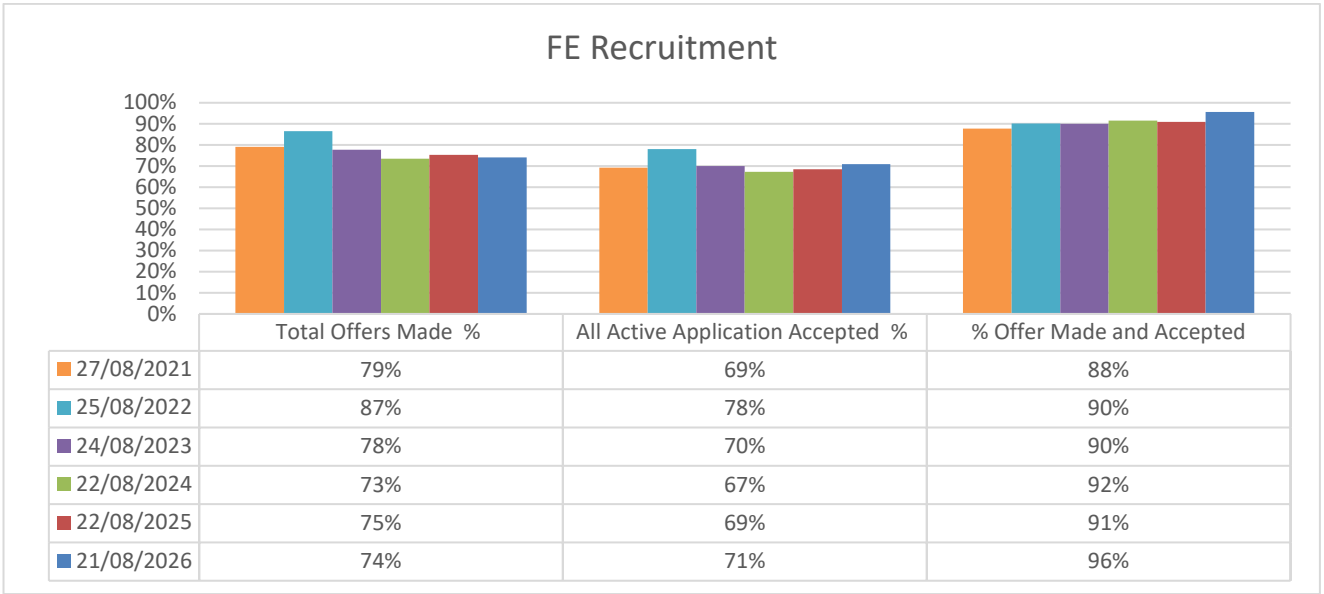
The report provides an update on Student Recruitment for 2026/27. Currently acceptances for FE courses are higher than last year. For HE recruitment whilst the number of active applications are lower than previous years, the % of those who have accepted an offer is greater. Based on the the average ratio of FTE to the projected FTE for First Year Full Time students is 639.9, which is marginally above the Curriculum Plan target of 626 FTE.

Recruitment 2026/27

The charts below show the active applications received to date for FE Courses, Recruitment is progressing well with a high level of acceptance. In addition, at the time of writing there are 379 applicants on waiting lists.

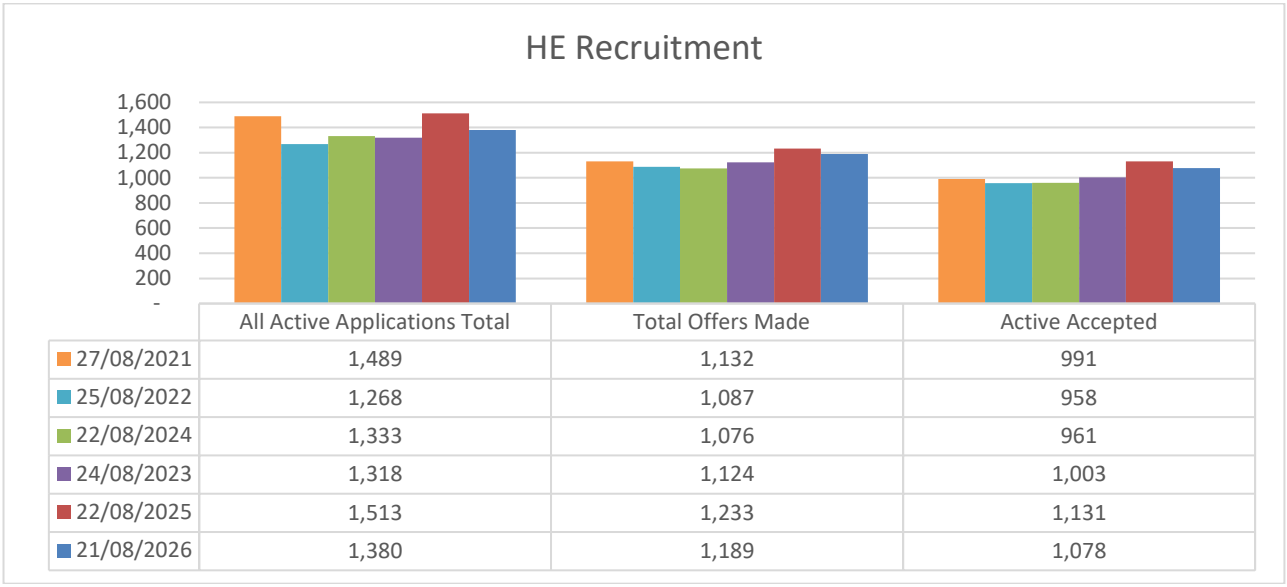


	All Active Applications Total	Total Offers Made	Active Accepted
27/08/2021	1,944	1,537	1,348
25/08/2022	2,081	1,801	1,625
24/08/2023	2,058	1,600	1,441
22/08/2024	2,292	1,684	1,543
22/08/2025	2,239	1,688	1,535
21/08/2026	2,256	1,673	1,600

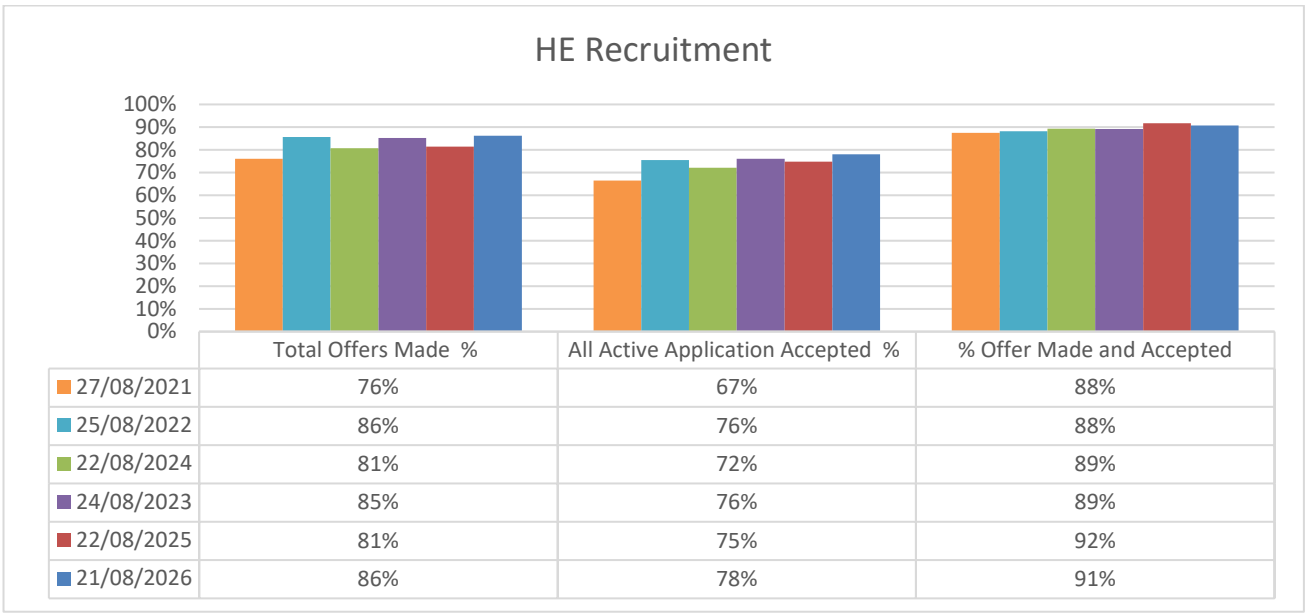


	Total Offers Made %	All Active Application Accepted %	% Offer Made and Accepted
27/08/2021	79%	69%	88%
25/08/2022	87%	78%	90%
24/08/2023	78%	70%	90%
22/08/2024	73%	67%	92%
22/08/2025	75%	69%	91%
21/08/2026	74%	71%	96%

The charts below show the active applications received to date for HE Courses. Whilst the number of active applications are lower than last year, the % of those who have accepted an offer is greater



	All Active Applications Total	Total Offers Made	Active Accepted
27/08/2021	1,489	1,132	991
25/08/2022	1,268	1,087	958
22/08/2024	1,333	1,076	961
24/08/2023	1,318	1,124	1,003
22/08/2025	1,513	1,233	1,131
21/08/2026	1,380	1,189	1,078

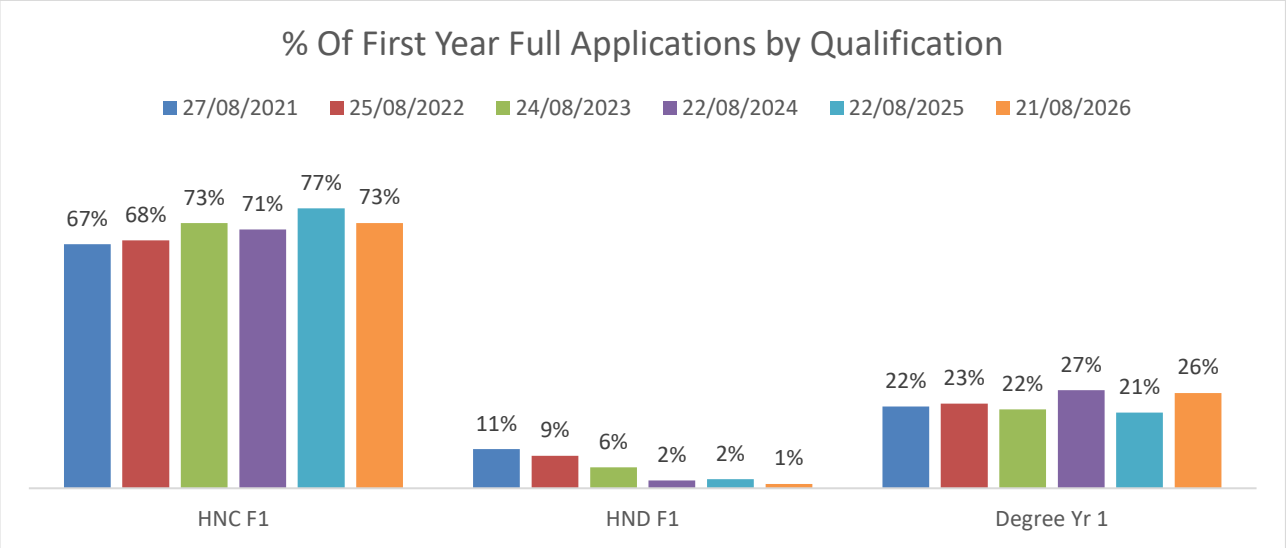


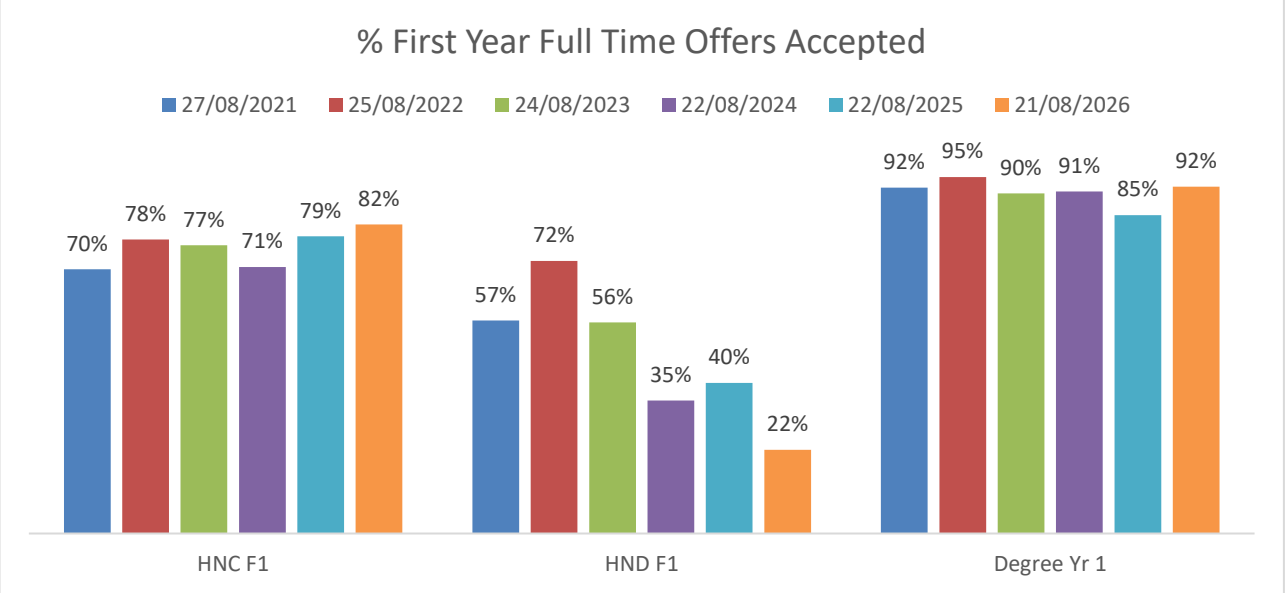
	Total Offers Made %	All Active Application Accepted %	% Offer Made and Accepted
27/08/2021	76%	67%	88%
25/08/2022	86%	76%	88%
22/08/2024	81%	72%	89%
24/08/2023	85%	76%	89%
22/08/2025	81%	75%	92%
21/08/2026	86%	78%	91%

The tables below highlight the first-year full-time HE Applicants. Of the first year full-time applications received, 73% are for HNC courses, which is down from 2025/26, compared to 26% for degree level study, which has increased. At the time of writing, 82% of HNC applicants have accepted their offer, and 92% of Degree applicants, both are an increase on this time last year.

Applications	**27/08/2021**	**25/08/2022**	**24/08/2023**	**22/08/2024**	**22/08/2025**	**21/08/2026**
HNC F1	517	443	521	552	624	565
HND F1	83	58	41	17	20	9
Degree Yr 1	173	151	155	209	169	203
Total F1	773	652	717	778	813	777
All Applicants	1,489	1,268	1,318	1,333	1,513	1,380

% F1 Applications	27/08/2021	25/08/2022	24/08/2023	22/08/2024	22/08/2025	21/08/2026
HNC F1	67%	68%	73%	71%	77%	73%
HND F1	11%	9%	6%	2%	2%	1%
Degree Yr 1	22%	23%	22%	27%	21%	26%
Offers Accepted						
HNC F1	363	346	399	391	493	464
HND F1	47	42	23	6	8	2
Degree Yr 1	159	143	140	190	143	187
Total F1	569	531	562	587	644	653
All Applicants	991	958	1,003	961	1,131	1,078
% Applications/Offers Accepted						
HNC F1	70%	78%	77%	71%	79%	82%
HND F1	57%	72%	56%	35%	40%	22%
Degree Yr 1	92%	95%	90%	91%	85%	92%
Total F1	74%	81%	78%	75%	79%	84%
All Applicants	67%	76%	76%	72%	75%	78%





HE FTE Projections for 206/27

Analysis has been undertaken taking into consideration the application data at this point in time over the past 5 years, and FTE achieved over the past 5 years to project FTE for 2026/27.

Previous Regression Analysis indicates that acceptances was the most strongly correlated variable to the actual FTE outcome.

Based on the data below the average ratio of FTE to Acceptance is 0.98, on this basis the projected FTE for First Year Full Time students is 639.9, this is marginally above the Curriculum Plan target of 626 FTE.

F1	Active Applications Total	Accepted	Actual FTE	FTE /Accepted
21/08/2026	777	653		
22/08/2025	813	644	618.3	**0.96**
22/08/2024	778	587	595.8	**1.02**
24/08/2023	717	562	550.8	**0.98**
25/08/2022	652	531	540.8	**1.02**
27/08/2021	773	569	524.7	**0.92**
			Average	0.98

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Subject/Title:	KPI Matrix and Executive Summary – Period 12 YTD
Meeting and date:	F&GP 27 August 2026
Author:	Martin Whyte
Decision, Discussion or Noting:	Noting / Discussion
Link to Strategic Plan:	**Links to all strategic objectives**
Cost implications:	~~Yes~~ / No *(delete as applicable)* **If yes, please specify:**
Risk assessment:	No *(RA by function/dept as applicable)*

Executive Summary

Thirty-eight measures were in scope as at period 12, July 2026.
Note, at the time of writing measures relating to Finance, HR, and student outcomes are not available as of 31 July as activities such as year-end accruals, calculations, and exam boards are being completed.

The 'year-end' KPI report will be prepared and shared with committees in September when these activities are complete.

Twenty are satisfactory / met (Green).
Ten are unsatisfactory / not yet met (Red),
Eight are marginal / not yet met (Amber).

Focus / Close Monitoring

Forecast Outturn Operational Surplus / (Deficit). Serial 53. 181.3%. RED.

Forecast outturn deficit circa. -£1,434,000 against budget deficit of -£791,000 following the Director of Finance and Estates' latest report.
VPCOER and DoFE are providing detailed additional reporting and analysis to F&GP for review.

- FRP actions have been underway for several months. SFC approval has recently been granted to proceed with the most significant phase of the plan.

Research – Income Less Expenditure. Serial 12. 250.2%. RED.

Budget monitoring deficit YTD (period 12) is approximately £375,000, with the KPI objective being a maximum deficit of £150,000. Year-end accruals are being discussed and the final outturn will be available when the year end is reported in September.

- Prior to year-end accruals, research budget monitoring deficit is c.£225k greater than KPI maximum.

HE Active Applications. Serial 1. 97.0% AMBER.

HE active applications 1,358 against 1,400 planned.
60 fewer active applications than the same point last year.
Weekly admissions meetings review HE application data.
Additional recruitment and marketing initiatives have been launched.
994 HE offers have been accepted - 81 fewer than same point last year (1,075).
86% of HE offers have been accepted (90%).
Appearance of larger number of 'insurance' applications.
Potential impacts.

- Fewer applications may lead to fewer HE students/FTE and in turn reduced HE grant and tuition income.
- 81 fewer FTE equates to approximately £480,000 less HE grant and tuition fees.
- 2026-27 planned and budgeted recruitment is ~50 FTE greater than 2025-26 actual.

HE FTE (APC figures). Serial 11. 93.9%. RED. (no change)

HE FTE (APC figures) is 1,485 FTE against plan 1,581 FTE. 96 FTE below APC target and 181 FTE below budgeted target.
FTE has increased by 22 FTE since period 9.
HE FTE recruitment is 172 FTE greater than the same point last year but remains below budgeted target.

- Shortfall in funded HE FTE has resulted in circa £800,000 lost HE grant.
- A proportion of the funding shortfall will impact the next 1-3 years (continued HE study).

GA Programmes – New Enrolments. Serial 13. 88.5%. RED. (no change)

There were 115 new enrolments to the GA programmes against planned 130. THe previous year saw 200 new GA enrolments. Overall, GA enrolments were 42 fewer than planned across all years (years 1-3) with advanced entry to year 2 of some GAs below expectation.

- Fewer GA FTEs equates to approximately £190,000 reduced HE grant plus tuition fees. This impact features within HE FTE (APC) above.

MA Successful Outcomes (contract year). Serial 32. 95.5%. AMBER.

Current period performance 71.6% against the SDS KPL of 75%.

8.4 percentage points higher than the same point last year (63.2%).
Highest percentage of MA successful outcomes since inclusion in KPI reporting.
Validity of the measure remains challenging as SDS contract year, and academic / resulting year do not coincide.

Points to Note

FE Credits. Serial 3. 103.0%. GREEN.

FE Credits exceed annual target and SFC funding threshold.
FE Credit funding has been met.
146 credits greater than previous year (subject to FES audit).

Apprenticeship Starts. Serial 4. 121.7%. GREEN.
Apprentices in Learning. Serial 5. 106.7%. GREEN.
Apprenticeship Income. Serial 6. 116.6%. GREEN.

All measures exceeded 2025-26 plan.
Positive indicators for increased number of Apprentices in Learning (serial 5) and Apprenticeship Income (serial 6) over the next 2-3 years.

Student FTE:Academic Staff Ratio. Seral 45. 112.4%. GREEN.

Ratio has increased from 20.2:1 to 23:1. The increase reflects increased HE FTE and consistent / marginal increase in FE Credits from 2024/25, coupled with a slight reduction in teaching FTE (roles from lecturer 1 – promoted 2).
However, the funding climate requires the SSR to increase year-on-year.

The executive summary is accompanied by an appendix containing the complete KPI report with narrative for each in-scope measure.

Performance Measures
AY: 2025-2026
Performance Measures- EMT & Board of Management

Measures - Linked to Profile and Actual sheets

AY Start	01 Aug 2025
Today	01 Aug 2026
Period Month	July
No.Periods YTD	12

Key:

B = Not yet in scope	
R = Not Achieved	
A = Partially Achieved	
G = Achieved	

Serial	Measure	Measurement Frequency	Prior Year Actual	Current Year Target	YTD TARGET	YTD ACTUAL	YTD ACTUAL v TARGET RAG	Prior YTD ACTUAL	Variance - YTD vs Prior YTD
Serial	**Measure 1: CORE FE/HE OUTPUTS**								
1	HE Active applications (next AY - Measure from Dec - Jul)	Monthly	1,418	1,400.0	1,400	1,358	97.0%	1,418	-60
2	FE Active applications (next AY - Measure from Dec - Jul)	Monthly	2194	2,300.0	2300	2,223	96.7%	2,194	29
3	FE Credits	Monthly	27085	26,442	26,442	27,231	**103.0%**	27,085	146
4	Apprenticeship starts	Monthly	409	382	322	392	**121.7%**	409	-17
5	Apprentices in Learning (average in year)	Monthly	705	675	675	720	**106.7%**	705	15
6	Apprenticeship Income (excluding T&A)	Monthly	£1,398,960	£1,300,000	£1,300,000	£1,515,302	**116.6%**	£1,398,960	£116,342
8	Commercial Short Course Income	Monthly	£72,508	£75,000	£75,000	£131,378	**175.2%**	£72,508	£58,870
9	HE enrolments (head count)	Monthly	2,074	2,100	2,100	1,964	**93.5%**	2,074	-110
10	HE enrolments (year one starts)	Annual	637	750	750	867	**115.6%**	637	230
11	HE FTE (APC figures) (from Oct)	Monthly	1,313.0	1,581.0	1,581.0	1,485.0	**93.9%**	1,313.0	172
12	Research - Income less expenditure	Biannual	-£201,852	-£150,000	-£150,000	-£375,249	**-250.2%**	-£201,852	-173,397
13	GA Programmes - New Enrolments	Monthly	191	130	130	115.0	**88.5%**	191	-76
14	Senior Phase Enrolments	Annual	574	564	564	542.0	96.1%	574	-32
	MEASURE 2: SATISFACTION MEASURES								
18	Early Satisfaction & Engagement Survey (ESES)	Annual	95.7%	96%	96.0%	96.0%	**100.0%**	95.70%	0.30%
19	National Student Survey (NSS)	Annual	83.0%	88%	88.0%	80.0%	**90.9%**	83.00%	-3.00%
20	Student Satisfaction & Engagement Survey (SSES)	Annual	94.7%	95%	95.0%	95.0%	**100.0%**	94.70%	0.30%
22	Post Graduate Taught Experience Survey (PTES) (previous AY)	Annual	88.0%	90%	90.0%	88.0%	97.8%	88.00%	
23	ESES % Response Rate	Annual	61.0%	60%	60.0%	63.0%	**105.0%**	61.0%	2.00%
24	SSES % Response Rate	Annual	53.2%	55%	55.0%	53.0%	96.4%	53.2%	-0.20%
	Measure 3: RETENTION, SUCCESS & PROGRESSION								
32	Modern Apprenticeship successful outcomes (contract year)	Monthly	63.2%	75%	75.0%	71.6%	95.5%	63.2%	8.4%
33	FE progression to further FE study	Annual	39.6%	40%	40.0%	41.5%	**103.8%**	39.6%	1.9%
34	FE progression to HE - actual	Annual	29.7%	35%	35.0%	36.8%	**105.1%**	29.7%	7.1%
35	Mental Health Support appt (non-emergency) offered for within 3 - 10 workin	Monthly	98.0%	97.0%	97.0%	100%	**103.0%**	98.0%	1.9%
36	Learning Support appt offered for within 6 - 20 working days	Monthly	100.0%	97.0%	97.0%	93.1%	96.0%	100.0%	-6.9%
37	PLSP - completed and accepted by student (within 10 days of meeting)	Monthly	-	85.0%	85.0%	90.8%	**106.8%**		
	Measure 4: HR								
45	Student FTE:Academic Staff Ratio	Biannual	20.2	21	20.5	23.0	**112.4%**	20.2	2.8
46	Lecturer utilisation % (% of deployable hours)	Annual	76.9%	80.0%	80.0%	82.8%	**103.5%**	76.9%	5.9%
47	Number of workplace injuries	Monthly	115	115	115	122	106.1%	115	7
48	Number of RIDDOR reportable accidents and illness	Monthly	5		4	7	175.0%	5	2
49	% of staff completed mandatory IHASCO (H&S) Trg	Quarterly	84%	80%	80.0%	85.8%	**107.3%**	84%	1.80%
	Measure 5: FINANCE								
53	Forecast Outturn Operational Surplus/(Deficit)	Quarterly	-£842,992	-£791,000	£791,000	-£1,434,000	**181.3%**	-£842,992	-£591,008
57	Curriculum contribution (overall % - estimate)	Annual		45.0%	45.0%	51.7%	**114.9%**		
	Measure 6: ESTATES & CAMPUS								
59	Room Occupancy - Frequency %	Monthly	40.2%	38.0%	39.8%	36.7%	**92.0%**	40%	-3.55%
60	CO2 Emissions on Utilities (gross) Tonnes	Monthly	561	532	533	544	102.1%	561	-17
61	CO2 Emissions on Waste - Tonnes	Quarterly	0.821	0.780	0.780	0.582	74.7%	0.821	-0.24
62	Estates reactive task completion rate %	Monthly	95%	96%	96%	96.8%	100.9%	95.1%	1.7%
63	GTFM % reactive task completion rate	Monthly	95%	96%	96%	95.7%	99.7%	95.0%	0.7%
64	Total % of Capital expenditure budget committed (Aug - March)	Monthly	100%	100%	100.0%	100.0%	100.0%	100%	

Finance & General Purposes

Subject/Title:	09. Estates and Campus Services Report
Author: [Name and Job title]	Martin Kerr, Estates & Campus Manager
Meeting:	Finance and General Purposes Committee
Meeting Date:	27/08/2026
Date Paper prepared:	17/08/ 2026
Brief Summary of the paper:	This paper provides updates on our carbon management plan, waste management and capital projects, together with reporting on aspects of soft FM and hard FM performance
Action requested: [Approval, recommendation, discussion, noting]	Noting
Link to Strategy: Please highlight how the paper links to, or assists with:: • compliance • partnership services • risk management • strategic plan • new opportunity/change	
Resource implications:	Yes / No **If yes, please specify**:
Risk implications:	Yes / No **If yes, please specify:** Operational: Organisational:
Equality and Diversity implications:	Yes/No **If yes, please specify:**
Consultation: [staff, students, UHI & Partners, External] and provide detail	

Status – [Confidential/Non confidential]	Non confidential
Freedom of Information Can this paper be included in "open" business* [Yes/No]	Yes
*If a paper should **not** be included within "open" business, please highlight below the reason.	

Its disclosure would substantially prejudice a programme of research (S27)		Its disclosure would substantially prejudice the effective conduct of public affairs (S30)	
Its disclosure would substantially prejudice the commercial interests of any person or organisation (S33)		Its disclosure would constitute a breach of confidence actionable in court (S36)	
Its disclosure would constitute a breach of the Data Protection Act (S38)		Other (please give further details)	
For how long must the paper be withheld? (express either as the time which needs to pass or a condition which needs to be met.)			

Further guidance on application of the exclusions from Freedom of Information legislation is available via

http://www.itspublicknowledge.info/ScottishPublicAuthorities/ScottishPublicAuthorities.asp and

http://www.itspublicknowledge.info/web/FILES/Public_Interest_Test.pdf

Campus Services Report

Soft FM and Contracts

Pristine Audit scores have been in mid-90% thought the year. Good effort has been made over the summer to prepare all campuses for new student intake. Pristine will be represented on the Freshers week, Estates Stall as part of our complain to raise profile of the estates and facility partners with students.

College transport

Pool car utilisation still in above 90%. Pool minibus will be reducing to 1 in April next year due to utilisation review highlighted only 40% utilization of both buses.

Leasing Agreements

- Harbour Rd. Sustainable Construction Centre, Operational. Awaiting funding to be released to progress with second phase. No change.
- Property Transactions Procedure. To be developed to approve a procedure setting out required steps for all property leases, purchases and disposals, including mandatory District Valuer (DV) valuations for related-party or material transactions. Being progressed through PPRP committee.

Storm damage

Unsafe tree at Balloch campus. Has now been dropped area now safe.

Hard FM, GTFM

The working relationship between GTFM and the college teams has improved.

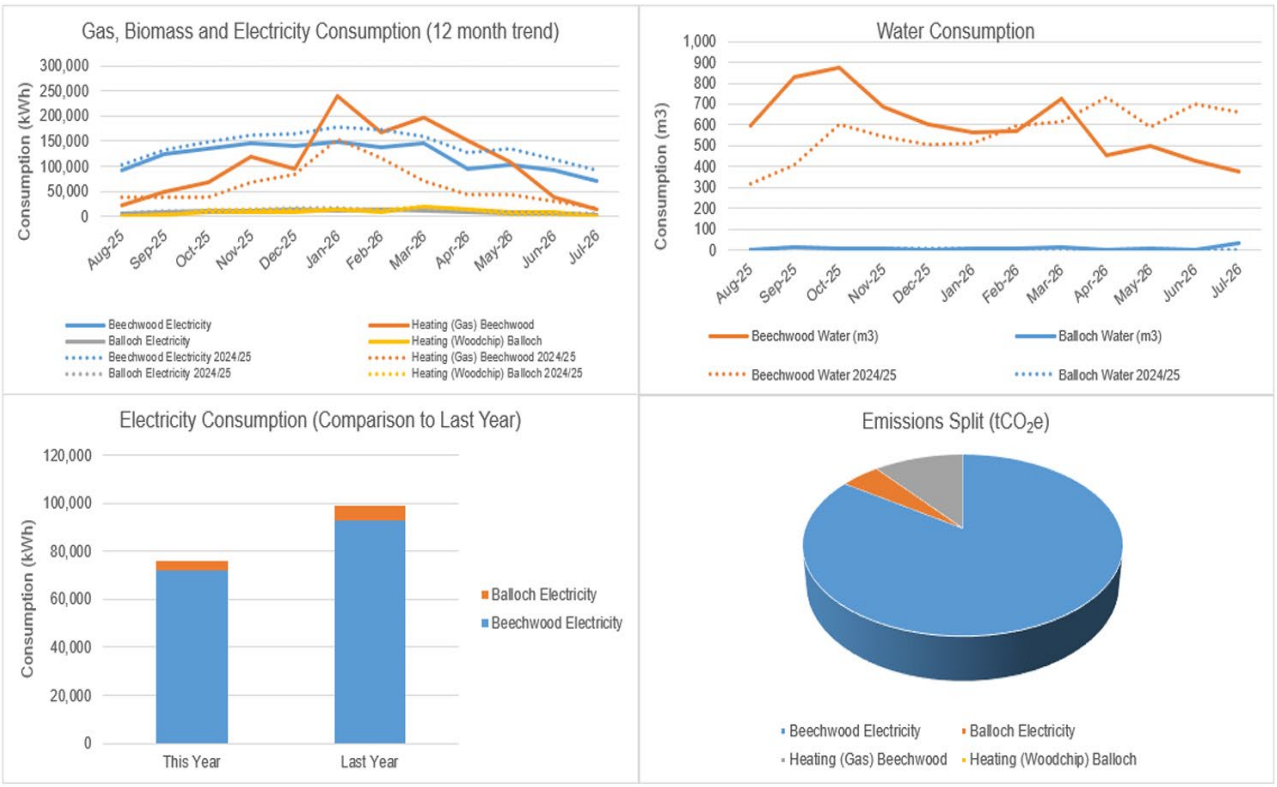
- Fire door repairs to be completed by August 2026. Deductions to be taken due to late completion.
- Fire sensor upgrade now completed over the summer break.
- LED lighting install. Balloch campus complete. With 1st floor main campus being progressed during summer outage.

Day to day business has improved with a good collaborative approach from IC contact officer and GTFM's FM manager.

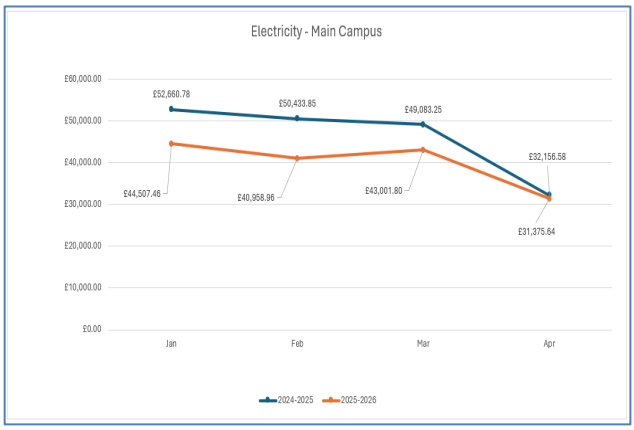
Carbon Management Plan

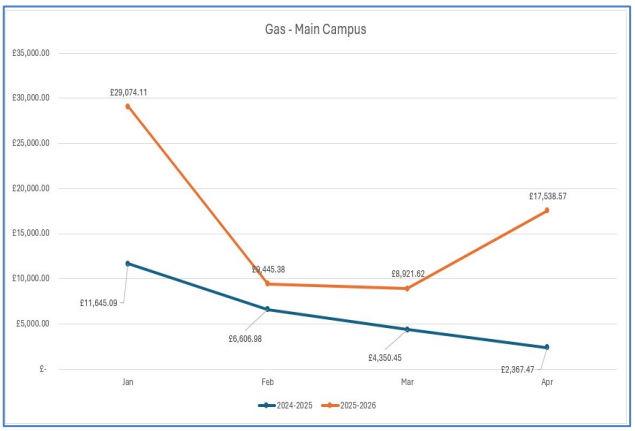
The Inverness College Carbon Management plan has been developed by the Estates team and GTFM our FM contractor. Solar Pannel project has had a slow start due to awaiting design updates from GTFM, that can be presented to funders for approval. Funders unwilling to install PV on roof due to risk of roof leaks and additional costs.

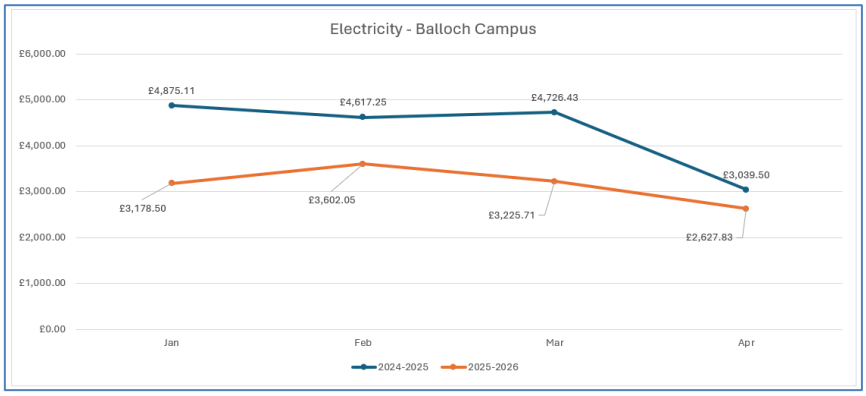
Monthly utility Report
Changes to the buildings heating settings to favour gas consumption over electrical systems has shown an improved financial position.



Finance







Waste Management
Northern recycling performing well. With Last Quarter figures between 81% and 96% of our waste being recycled. Our general waste is sent for Waste to energy. Therefore, zero waste to land fill. Key focus to reduce general waste volume as still the most expensive stream. Contract renewed May 2026.

Capital Project and Campus Management Capital Projects Update

Green Technology

Estates have been supporting engineering on equipment upgrades and installation over the last few months.

G10 – New benches are now installed.

G9 – New guillotine install planned 25th of June.

G29 – Battery installs complete, software updates to be completed.

LRC student social space.

New furniture and ICT equipment complete.

HISA student feedback very positive.