

FINANCE AND RESOURCES COMMITTEE

NOTICE

There will be a meeting of the Finance and Resources Committee (FRC) at 1730 hours on 10 February 2025 in the Boardroom and on Teams.

Note: The Chair of the FRC is welcome to attend the ARC and the Chair of the ARC is welcome to attend at the FRC although this is not mandatory practice.

AGENDA

Agenda Item	Paper	Lead
01	N	GP
Apologies for Absence		
02	N	GP
Declaration of any potential Conflicts of Interest in relation to any Agenda items		
03	Y	C-FRC
Minutes of Previous Meetings 15 November 2024		
04	N	C-FRC
Matters Arising from the Previous Meeting		
05		
Matters for Discussion		
05.1	Y	VP-F
Management Accounts to 31 December 2024		
05.2	Y	VP-F
Cashflow Report		
05.3	Y	VP-F
Quarterly Update – Procurement		
05.4	Y	P
Quarterly Update – Facilities		
05.5	Y	WMacL
Quarterly Update - Climate Change Emergency Action Plan		
05.6	Y	AD
CLIC Innovate UK: Progress update		
05.7	Y	VP-F
Voluntary Service Scheme Update – Reserved Item (Commercially Sensitive)		
06		
Matters for Information		
06.1	Y	VP-F
Capital Expenditure Plan		
06.2	Y	VP-F
(Reserved – Commercially Sensitive) Legal fee expenditure: Employment Tribunal		
07		
Any Other Business		
08		
Summation of Actions and Dates of Next Meetings		

Key:

C - FRC	Chair of the Finance and Resources Committee
P	Principal
GP	Governance Professional
VP-F	Vice Principal – Finance, Resources and Sustainability
WMacL	Wilma MacLeod, Depute Head

UNCONFIRMED ARC MINUTES

AUDIT & RISK COMMITTEE

MINUTES

FRC Committee on 15 November 2024 at 1300 hours via Microsoft Teams or in the Boardroom at South Lanarkshire College

Present

Scott Coutts (Chair)
Laura Wright
Douglas Morrison
Stella McManus (Principal)
Scott Gray (TU Academic Staff Member)

In Attendance

Elaine McKechnie (Vice Principal Finance)
Andrew Kerr (Audit Scotland) (Part)
Ciaran O'Brien (Audit Scotland) (Part)
David Archibald (Henderson Loggie) (Part)
Peter Sweeney (ARC Member)
Anne Doherty (ARC Member)
Heather Anderson (ARC Member)

Vari Anderson, Governance Professional
Peter Scott, Consultant Governance Professional

AGENDA ITEM

01	Apologies for Absence None
02	Declaration of any potential Conflicts of Interest in relation to any Agenda items None.
03	Minutes of Previous Meeting – 3 September 2024 The minutes were duly approved .
04	Matters Arising from Previous Meeting Item 5 - The matter has been investigated and the £10,000 threshold has been maintained for 23-24 accounts production. A report will be taken to the Finances and Resources Committee in February 2025. Item 6 – EMcK to enquire about cash reserves and interest rate – as an action point , EMcK to provide the Committee with a Treasury Management Update. Item 8 – Employment Tribunal to remain a standing agenda item – complete. Item 8.2 – SM to write to lawyers to ascertain current ET spend – complete. EMcK to provide the Committee with a Treasury Management Update.
05	Matters for Discussion
05.1	External Audit Draft Annual Audit Report to the Board of Management and the Auditor General for Scotland To be considered in conjunction with:
05.2	Draft Financial Statements for the year to 31 July 2024

	<p>The Committee considered and noted the terms of the papers.</p> <p>Thanks were given to Audit Scotland for completing the audit and to Elaine for preparing the draft financial statements.</p> <p>The Committee noted that it was anticipated that the unqualified audit opinions in the independent auditor's report would be signed at the conclusion of the Board Meeting on 26 November 2024. As an action point, Committee members are to advise Andrew Kerr of any changes to paragraph 7 of the completion letter prior to the Board Meeting on 26 November 2024.</p> <p>The Committee were disappointed that there remains uncertainty surrounding the treatment of Job Evaluation funding with the position having changed on several occasions and this impacting the College's deficit position. It was noted by the Committee, that without the Job Evaluation monies, the financial statements were close to the Financial Forecast Return. Elaine was commended for her work on this, and the Committee were advised that an updated Financial Statement would be prepared for the Board Meeting.</p> <p>The Committee advised that they were reassured that the College is making positive steps despite it being another difficult year financially and thanks were given to the executive team and staff for their hard work.</p> <p>The Committee gave its approval for the in-year removal of the £10m residual value of the College main building and remitted to the Board. The reasoning behind this decision is due to there being no market value for College estates and this approach is more consistent with the wider College sector. The Committee approved the Draft Financial Statements and remitted to the Board for final approval.</p>
05.3	<p>Actuarial assumptions – Financial Statements 2023/24</p> <p>The Committee considered and approved the financial statements for 2023/24 and remitted same to the Board.</p>
05.4	<p>Draft Annual Workplan for the Committee</p> <p>The Committee noted and approved the terms of the work plan.</p> <p>As an action point, a review of the Finance and Resources Committee performance to be added to the work plan along with consideration of the relationship with the Arm's Length Foundation (ALF). PS to produce a briefing sheet on the scope of the ALF.</p>
05.5	<p>CCEAP – Climate Change Emergency Action Plan</p> <p>The Committee noted the terms of the action plan and approved the publication of the CCEAP on the college website.</p> <p>As an action point, consideration to be given to investigating the College's scope 3 emissions and EPC rating.</p>
06	Matters for Discussion
06.1	Quarter 1 Management Accounts
06.2	<p>Cashflow Report</p> <p>The Committee considered agenda items 06.1 and 06.2 together.</p> <p>The Committee were encouraged by the work that is on-going to monitor cash flow and noted the terms of the financial position for the quarter and the narrative that supports the figures.</p>

06.3	<p>Quarterly Update – Procurement The Committee noted the terms of the procurement report.</p>
06.4	<p>Quarterly Update – Facilities The Committee noted the terms of the facilities report.</p> <p>The Committee were advised that the Scottish Funding Council announced the launch of its College Infrastructure Strategy, and the College has been asked to gather information for the SFC to put in place a long-term investment plan for the sector. Data has been passed to the managing agent and is to be passed to SFC for further development.</p>
06.5	<p>Quarterly Update – Climate Change Action Team The Committee noted the terms of the action plan and noted the on-going work across the College in supporting the delivery of ‘net zero’ targets. The Committee also noted the level of sustainability reporting now being placed on the College.</p>
06.6	<p>CLIC Innovate UK: Progress Update The Committee noted the terms of the report and fully discussed the terms.</p> <p>As an action point, FRC to be updated on CLIC Innovate UK and income streams and Laura and Anne to discuss MFA contributions.</p>
07	<p>Matters for Information</p>
07.1	<p>Capital Expenditure Plan The Committee noted the terms of the capital expenditure plan.</p> <p>As an action plan, EMcK to provide an update to the Finance Committee on Capital Expenditure threshold in February.</p>
07.2	<p>Legal Fee Expenditure: Employment Tribunal Reserved Item: Commercially Sensitive</p> <p>The Committee were advised on the legal fee expenditure regarding the employment tribunal to date. As an action point, projected costs to be included in future update.</p> <p>The details cannot be published due to being of a commercially sensitive nature.</p>
07.3	<p>Audit Scotland’s Briefing Scotland’s Colleges The Committee noted the terms of the paper.</p>
08	<p>Any Other Business There being no other business the meeting was declared closed.</p>
09	<p>Summation of Action Points and Date of Next Meeting – 10 February 2025 Item 4 – Treasury Management update – Elaine Item 5.4 – Review of FRC Performance to be added to workplan and consideration of the relationship with the foundation – Peter to produce a briefing Item 5.5 – Consideration to be given to investigating scope 3 emissions and the College’s EPC rating Item 6.6 – FRC to be updated on CLIC Innovate UK and income streams and Laura and Anne to discuss MFA contributions</p>

	Item 7.1 – Elaine to provide an update on Capital Expenditure threshold in February Item 7.2 – Projected costs to be noted
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FINANCE & RESOURCES COMMITTEE

DATE	10 February 2024
TITLE OF REPORT	Management Accounts to 31 December 2024 & Cashflow
REFERENCE	05.1 and 05.2
AUTHOR AND CONTACT DETAILS	Elaine McKechnie – VP Finance, Resources & Sustainability Elaine.McKechnie@slc.ac.uk
PURPOSE:	To update Members on management accounts to 31 st December 2024 in conjunction with a projection of cashflow based on actual income and expenditure.
KEY RECOMMENDATIONS/ DECISIONS:	Members are asked to: <ul style="list-style-type: none"> • note the contents of the report, the financial position for the period and the supporting narrative; • note the longer term cashflow situation as notified to Scottish Funding Council and the short term cashflow situation as presented to the SLT monthly; and • approve the decision to retain the £750,000 of funds previously held in a special reserve account within the College current accounts until such times of greater financial certainty.
RISK	The main risks are to: <ul style="list-style-type: none"> • Going concern; that the College cannot maintain financial sustainability and is unable to provide high quality education and support to its students; and that • There are insufficient funds for capital maintenance and maintenance requirements.
RELEVANT STRATEGIC AIM:	<ul style="list-style-type: none"> • The Highest Quality Education and Support • Sustainable Behaviours
SUMMARY OF REPORT:	<ul style="list-style-type: none"> • The report contains a summary of income and expenditure for period ended 31 December 2024. • The Committee is asked to note a draft operating deficit of £115k as at 31 December 2024. • The cash flow report suggests that following circa £1M in expected severance payouts and a potential £1M in employment tribunal settlements, the College cashflow will track between £300K - £1M each month from now until July 2026. No reinvestment of the £750k of funds previously held in a special reserve account has been made at this time.

1 INTRODUCTION

- 1.1. This paper provides an overview of actual financial results for the period ending 31 December 2024 in conjunction with a projection of cashflow for academic year 2024-25 based on actual income and expenditure to 31 December 2024

2 BACKGROUND

- 2.1 Learning and teaching core funding in 2024/25 has been maintained at the same level as 2023/24.
- 2.2 The 2.89% funding cut in 2024/25 means that the College needs to be more proactive in managing its cost base and identifying greater commercial income activity to try and protect resources and bring more financial stability to its operations over the next two years.
- 2.3 The Committee should be encouraged by the work ongoing in respect of the current College restructure proposal that is running alongside the Voluntary Severance scheme to 28 February 2025. While the Voluntary Severance scheme represents an additional cost to the College in the short term, these two initiatives mark a positive step forward in mitigating against risks posed by these funding cuts in the longer term.

3 ASSUMPTIONS AND LIMITATIONS

- 3.1 The Committee is asked to consider the limitations of the management accounts process at this current stage in the academic year; primarily:
- 3.1.1 The College was not able to prepare 31 January 2025 management accounts given the requirement to issue papers one week in advance of this meeting, which has been set early in the calendar month to satisfy the requirements of the Regional Committee reporting cycles. However, January management accounts will be brought to the Board in March 2025.
- 3.1.2 The management accounts have been prepared as at 31 December 2024. Utilising Power BI modules and a review of existing contracts, progress has been made in identifying the potential value of income at this period end.

4 MANAGEMENT ACCOUNTS: OPERATING SURPLUS/(DEFICIT)

- 4.1 Being mindful of the limitations above, the College has recognised a minimal operating deficit of £115k.
- 4.2 While the College remains vigilant to minimise expenditure where possible, imposing a recruitment freeze and continually engaging in procurement activity to ensure best value in all major contracts, the results have been negatively impacted by a £311k overspend in salaries primarily due to under provision of curriculum pay awards that were concluded in the first quarter of 2024/25.

5 MANAGEMENT ACCOUNTS: INCOME

- 5.1 Total income of £8.695M has been received YTD, with £7.132M relating to Scottish Funding Council (SFC) grants, representing 82.0% of total income. SFC grant funding

accounted for 80.1% of the college's income in 2023/24 (82.6% in 2022/23) and the national average, based on the SFC's review of 2021/22 college data, was 78%.

5.2 Funding from the Scottish Funding Council has been received across August – December 2024 in line with monthly drawdown submissions. A further £7.8K of SFC funding in respect of period poverty was receipted in December 2024 and has been deferred to the balance sheet until expenditure is incurred in line with the conditions of grant.

5.3 Non-recurrent SFC funding of £248K contains provisions for the partial conversion of capital funding to revenue related maintenance funding at 50% (£427K in total) as confirmed by the SFC in December 2024. A pro-rate share amounting to £178K has been recorded for the five months to December 2024. Similarly, the anticipated funding towards the SPPA employer rate pension increase from 23% to 26% has been accrued for the first five months of the year, totalling £85K.

5.4 Fees of £1.311M reflect all course fees, vocational courses, school provisions and commercial income for the year 2024/25; including an assessment of CITB, SNIPEF and SAAS funding due to the 31 December 2024. SAAS fees totalling £648K were received in January 2025; a portion of which has been accrued into 31 December 2024 results.

5.5 Other contracts of £113K contain £8K in respect of Numeracy funding and £105K in respect of Employability Hub (formerly Rural Academy).

5.6 Other revenue grants contain income of £100K in respect of UKRI Innovate UK funding to 31 December 2024.

5.7 Other income of £52K includes £37K in respect of the Nursery rental and £14k in respect of bank interest generated.

6 MANAGEMENT ACCOUNTS: EXPENDITURE

6.1 Wages and salaries are £6.160M YTD, being over budget by £311K primarily due to under provision of curriculum salary pay awards that were settled in the first quarter of 2024/25. The overspend on teaching department salaries amounts to £278K alone.

6.2 Non salary expenditure/overheads of £2.651M (versus £2.315M budget) are overspent by £336k.

6.2.1 Central services expenditure contains a provision for £192k of legal fees in relation to the Employment Tribunals which concluded in December 2024, largely explaining the overspend of £197K.

6.2.2 Property expenditure is over budget by £89K which reflects the requirement for further work to be undertaken to review estates expenditure and rationalise the cost base where possible. Nevertheless, it is expected that property expenditure will start to reduce in the months ahead owing to the procurement contracts that have been put in place to support and regulate financial interactions with minor works contractors.

6.2.3 Net depreciation refers to the cost of depreciation that is met through self-funding initiatives as opposed to specific grant funding received and amortised at the same rate as the underlying asset depreciates. Following the removal of the £10M residual

value from the College building in the end of year statutory accounts, it is recognised that there will now likely be an increased net depreciation charge across the year of circa £200K, a portion of which has been recognised in the financial results to 31 December 2024 (£83K).

7 CASH FLOW

7.1 The College makes its cashflow return to the Funding Council each month. This incorporates its required drawdown, based on the grant in aid allocation, and it also incorporates a cashflow forecast for the year. The latest submission was made in November 2024 in respect of both December 2024 and January 2025. The next submission is due 14 February 2025 and is currently being prepared.

7.2 The Committee is asked to note that the cashflow reflected in the paper at section 10 is the College's November 2024 submission with some amendments. Specifically:

7.2.1 £1.3M of other operating expenditure has been reflected in March 2025, which includes a £1M potential settlement of employment tribunal claims.

7.2.2 The estimated cash outflow of circa £1M in respect of the settlement of voluntary severance payouts has been phased across March – July 2025.

7.3 The College currently has £3.8M of funds in the bank as at the end of January 2025. Allowing for SFC continued funding and the potential payouts above, the cashflow projection at section 10 suggests the College will operate within a range of £300k - £1M in funds each month until Jul 2026 following the potential conclusion of these large payouts. As a rule of thumb, the College would always want to try and hold at least enough funding each month to pay its employees the following month, which will be nearer £1.2M in cash reserves (including tax and NI cash implications).

7.4 The £750k placed on a 6-month short term deposit account has expired on 3 February 2025. The College has paused on making any further reinvestment to allow for the conclusion and outcome of the employment tribunal. Similarly, the work ongoing to establish potential timeframes for successful voluntary severance applicants vacating their posts needs to conclude to understand when cash payouts will likely be made. As above, for the purposes of the longer term cashflow, this has been phased across March – July 2025.

7.5 In the absence of having definitive answers to these uncertainties at this stage, the College would recommend that the Committee supports the approach to defer further reinvestment into a special reserve account until circumstances are confirmed. Should the College be able to invest more funding into a special reserve account to earn more interest at the conclusion of the employment tribunal and voluntary severance scheme period, it will bring this for the consideration of the Committee either to the next Committee meeting in May 2025 or sooner, if appropriate.

7.6 The cashflow projection at section 10 suggests that the College could have a short term cashflow concern in March 2026 with a requirement to utilise its £300K overdraft facility to cover any shortfall. The College would like to offer the Committee assurances that it will closely monitor cashflow monthly and bring updates on a timely basis should this arise nearer the time.

8 MANAGEMENT ACCOUNTS TO 31 DECEMBER 2024

SOUTH LANARKSHIRE COLLEGE Management Accounts for the year ended 31st July 2025		Period Ended 31st Dec 2024			Year ended 31st July 2025		
		Actual £'000	Budget £'000	Variance £'000	Forecast £'000	Budget £'000	Variance £'000
INCOME							
Scottish Funding Council grants							
	SFC recurrent grant	6,313	6,313	0	13,724	13,724	0
	SFC non recurrent grants - other	248	162	87	596	388	(208)
	Release of government capital grants	402	402	(0)	805	805	0
	FE and HE Childcare	168	169	(1)	404	406	2
	Total	7,132	7,046	86	15,529	15,323	(206)
Tuition fees and education contracts							
	UK Higher Education students	393	358	36	944	858	(86)
	Non EU Higher Education students	17	5	12	41	13	(28)
	UK Further Education students	555	480	75	1,199	1,152	(47)
	SDS contracts	233	236	(3)	560	567	7
	Other contracts	113	110	3	216	264	48
	Total	1,311	1,189	122	2,960	2,854	(106)
Other Income							
	Other revenue grants	100	51	49	240	122	(118)
	Other income	52	59	(6)	126	141	15
	Release of ERDF deferred capital grant	40	40	(0)	96	96	0
	Release of Scottish Government deferred capital grant	58	58	0	139	139	(1)
	Release of Energy Saving Partnership deferred capital grant	2	2	0	5	5	(0)
	Release of Business Stream deferred capital grant	0	0	0	0	0	0
	Release of SLC Foundation capital grant	0	0	0	0	0	0
	Total	252	209	43	606	502	(103)
	Investment Income	0	0	0	0	0	0
	Total Income	8,695	8,444	251	19,095	18,679	(416)
EXPENDITURE							
Staff Costs							
	Teaching departments	3,985	3,709	(275)	9,563	8,959	(604)
	Teaching services	928	851	(78)	2,228	2,085	(143)
	Administration and central services	644	702	58	1,546	1,911	365
	Premises	401	389	(12)	962	968	6
	Other support services	202	197	(5)	484	500	16
	Total	6,160	5,848	(311)	14,783	14,423	(360)
Non Salary Expenditure							
	Property	656	567	(89)	1,574	1,360	(214)
	FE and HE Childcare	168	169	1	404	406	2
	Net Depreciation	741	658	(83)	1,779	1,579	(200)
	Central Services	518	321	(197)	944	771	(173)
	Marketing	42	42	(0)	101	100	(1)
	Academic supplies	483	513	30	1,159	1,231	72
	Cross College Costs	43	46	4	102	111	8
	Total	2,651	2,315	(336)	6,063	5,557	(506)
					0		0
	Total Expenditure	8,811	8,164	(647)	20,846	19,980	(866)
	Surplus / (Deficit)	(115)	281	(396)	(1,751)	(1,301)	450

9 SHORT TERM CASH FLOW PROJECTION

South Lanarkshire College				
Short term cash flow forecast				
Feb-25				
Balance at 31 Jan 2025	A	3,897,469	Note anticipated balance of £3,124,736 in prior month (difference largely due to SAAS fees of £645k being received in January 2025)	
		Expected	Actual	
Inflow				
SFC grant in aid drawdown		686,199		Month 7 of drawdowns
SFC student support drawdown		202,212		Month 7 of drawdowns
SFC Capital Grant		42,504		Month 7 of drawdowns
SFC SPPA 26% Pension Uplift		205,000		Month 7 of drawdowns
		1,135,915		
Other (inc. fees)		374,541		
Expected inflow for Feb 2025	B	1,510,456		
Outflow				
Salaries - net pay		(775,000)		Payable 26th Feb 25
Salaries - deductions		(500,000)		Employee & employer salary contributions for Jan 25 payable in Feb 25
Student support		(303,318)		Student support payouts expected to start for new academic year
Purchase ledger		(200,000)		
Capital grant expenditure		(50,000)		
Expected outflow for Feb 2025	C	(1,828,318)		
Movement during the month	(B - C) = D	(317,862)		
Expected cash at 28 Feb 2025	(A - D) = E	3,579,607		
Sums ring-fenced & carried forward from financial year 2022/23 & 2023/24				
Salary award		0		Curriculum staff
Job evaluation - unfunded		806,000		Additional Job Evaluation unfunded accrual LTD as at 31 Jul 24
Capital expenditure		698,986		Per CAPEX schedule for 242/5
ESF clawback provision		0		
Building retention		32,000		
Student funding to be repaid		0		
Apprentice support fund		6,000		
	F	1,542,986		
Cash provisions for items carried within 2024/25 budget				
Professional fees		100,000		Includes £50K provision for pension consultancy & £50k residual ET legal fees
ET		800,000		Estimation of potential ET costs
Voluntary Severance		1,000,000		Estimation of potential cash outlay
	G	1,900,000		
Funds to be retained from cash balance				
	(F + G) = H	3,442,986		
Free funds forecast at 28 February 2025	(E - H) = J	136,621		Note: one month's salaries = £1.2m
Major contract income receivable in respect of 2024/25				
CTIB income		0		0
		0		
SNIPF income		0		
Major contracts income receivable		0		

10 MONTHLY CASHFLOW (SFC Adaptation to reflect actual bank balance at 31 January 2025)

10.1 Table 1 Cashflow projection

Long term Monthly cashflow forecast:		SFC Adaptation of Cashflow submitted in Nov2024																	Totals		
	Feb-25 Forecast	Mar-25 Forecast	Apr-25 Forecast	May-25 Forecast	Jun-25 Forecast	Jul-25 Forecast	Aug-25 Forecast	Sep-25 Forecast	Oct-25 Forecast	Nov-25 Forecast	Dec-25 Forecast	Jan-26 Forecast	Feb-26 Forecast	Mar-26 Forecast	Apr-26 Forecast	May-26 Forecast	Jun-26 Forecast	Jul-26 Forecast	Total FY2025-26	Total AY2025-26	
RDEL																					
Income from foundation (revenue)																				0	0
Other Income excluding EMA(revenue)	250,000	325,000	350,000	125,000	200,000	650,000	136,870	182,280	300,000	90,000	425,000	1,100,000	125,000	325,000	350,000	125,000	200,000	750,000	4,009,150	4,109,150	
RSB funding																				0	0
Total RDEL income (excluding drawdown)	250,000	325,000	350,000	125,000	200,000	650,000	136,870	182,280	300,000	90,000	425,000	1,100,000	125,000	325,000	350,000	125,000	200,000	750,000	4,009,150	4,109,150	
Wages and Salaries	1,275,000	1,475,000	1,475,000	1,475,000	1,575,000	1,375,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	15,100,000	13,800,000	
restructuring costs																			0	0	0
Other Operating Expenditure excp EMA	200,000	1,300,000	200,000	200,000	450,000	606,027	400,000	459,936	550,000	450,000	300,000	400,000	300,000	300,000	200,000	200,000	450,000	300,000	4,615,963	4,309,936	
NPD Unitary charges (paid by colleges)																			0	0	0
Return of funds to SFC (Clawback, SSF etc)																			0	0	0
Donation to Foundation																			0	0	0
High priority backlog- resource																			0	0	0
Lifecycle maintenance resource	0	0		0	0	0	0		0	0	0	0	0	0		0	0	0	0	0	
Student Support expenditure (excluding EMA)	303,318	323,538	485,308	384,858	647,076	0	220,466	465,087	363,981	323,539	404,423	303,318	323,538	485,308	323,539	363,981	467,052	0	4,406,902	4,044,232	
Total RDEL expenditure	1,778,318	3,098,538	2,160,308	2,059,858	2,672,076	1,981,027	1,770,466	2,075,023	2,063,981	1,923,539	1,854,423	1,853,318	1,773,538	1,935,308	1,673,539	1,713,981	2,067,052	1,450,000	24,122,865	22,154,168	
Net RDEL expenditure (a)	-1,528,318	-2,773,538	-1,810,308	-1,934,858	-2,472,076	-1,331,027	-1,633,596	-1,892,743	-1,763,981	-1,833,539	-1,429,423	-753,318	-1,648,538	-1,610,308	-1,323,539	-1,588,981	-1,867,052	-700,000	-20,113,715	-18,045,018	
CDEL																					
Income from foundation (capital)																			0	0	0
Proceeds of sale of fixed assets																			0	0	0
Other income (capital)	127,511	25,501	97,759	97,759	97,759	97,759	70,000	21,034	76,507	76,507	62,006	85,007	42,504	25,501	97,759	97,759	97,759	97,759	850,100	850,100	
Total CDEL income	127,511	25,501	97,759	97,759	97,759	97,759	70,000	21,034	76,507	76,507	62,006	85,007	42,504	25,501	97,759	97,759	97,759	97,759	850,100	850,100	
Backlog maintenance capital																			0	0	0
Lifecycle maintenance capital																			0	0	0
Digital poverty																			0	0	0
Other capital expenditure (land, buildings, fixtures, IT)	50,000	50,000	166,034	50,000	75,000	100,000	70,000	21,034	76,507	76,507	62,006	85,007	42,504	25,501	97,759	97,759	97,759	97,759	850,100	850,100	
Work in Progress (Assets Under Construction)																			0	0	0
Surrender of proceeds																			0	0	0
Total CDEL expenditure	50,000	50,000	166,034	50,000	75,000	100,000	70,000	21,034	76,507	76,507	62,006	85,007	42,504	25,501	97,759	97,759	97,759	97,759	850,100	850,100	
Net CDEL expenditure (b)	77,511	-24,499	-68,276	47,759	22,759	-2,242	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ODEL																					
Capital Loan /Lennartz Repayments (c)																			0	0	0
EMA																					
EMA income	4,830	20,785	0	9,550	13,500	5,580	2,340	540	1,320	2,640	8,370	11,580	4,830	20,785	0	9,550	13,500	5,580	81,035	81,035	
EMA expenditure	7,800	10,380	4,890	13,500	5,160	540	0		2,610	8,370	12,390	4,020	7,800	10,380	4,890	13,500	5,160	540	69,660	69,660	
Net EMA(d)	-2,970	10,405	-4,890	-3,950	8,340	5,040	2,340	540	-1,290	-5,730	-4,020	7,560	-2,970	10,405	-4,890	-3,950	8,340	5,040	11,375	11,375	
Total Net Outflows / (Inflows) (a)+(b)+(c)+(d)	-1,453,777	-2,787,632	-1,883,474	-1,891,050	-2,440,977	-1,328,229	-1,631,256	-1,892,203	-1,765,271	-1,839,269	-1,433,443	-745,758	-1,651,508	-1,599,903	-1,328,429	-1,592,931	-1,858,712	-694,960	-20,102,340	-18,033,643	
Opening Bank Balance	3,897,469	3,579,607	1,350,522	1,701,242	1,299,656	534,325	509,376	739,948	709,573	619,948	456,325	512,345	1,628,415	907,822	-133,534	772,231	668,763	485,697			
Net Cash Available	2,443,692	791,975	-532,952	-189,807	-1,141,321	-793,904	-1,121,880	-1,152,255	-1,055,698	-1,219,321	-977,118	-233,413	-23,093	-692,081	-1,461,963	-820,700	-1,189,949	-209,263			
SFC Cash Drawdown Total	1,135,915	558,547	2,234,194	1,489,463	1,675,646	1,303,280	1,861,828	1,861,828	1,675,646	1,675,646	1,489,463	1,861,828	930,915	558,547	2,234,194	1,489,463	1,675,646	1,303,280	18,618,284	18,618,284	
Closing Bank Balance	3,579,607	1,350,522	1,701,242	1,299,656	534,325	509,376	739,948	709,573	619,948	456,325	512,345	1,628,415	907,822	-133,534	772,231	668,763	485,697	1,094,017			

11 EQUALITIES

11.1 There are no new matters for people with protected characteristics or from areas of multiple deprivation which arise from consideration of the report.

12 RISK AND ASSURANCE

12.1 The main risks are:

12.1.1 Going concern; that the College cannot maintain financial sustainability and is unable to provide high quality education and support to its students; and that

12.1.2 That there are insufficient funds for capital maintenance and maintenance requirements.

12.2 Assurances continue to be given by the College that work will continue to progress monthly reporting development across 2024-25. Furthermore, the College is committed to monitoring its cashflow in both the short and long term and with more robust monthly reporting, the College will continually aim to be proactive in managing its finances against the context of a challenging year due to sectoral funding cuts and general inflationary pressures.

13 RECOMMENDATIONS

13.1 Members are recommended to:

13.1.1 note the contents of the report, the financial position for the period and the supporting narrative;

13.1.2 note the longer term cashflow situation as notified to Scottish Funding Council and the short term cashflow situation as presented to the SLT monthly; and

13.1.3 approve the decision to retain the £750,000 of funds previously held in a special reserve account within the College current accounts until such times of greater financial certainty.

FINANCE AND RESOURCES COMMITTEE

DATE	10 February 2025
TITLE OF REPORT	Procurement Update
REFERENCE	05.3
AUTHOR AND CONTACT DETAILS	Sue Hampshire, Procurement Manager Sue.Hampshire@slc.ac.uk
PURPOSE:	To update the Committee on the Procurement function
KEY RECOMMENDATIONS/ DECISIONS:	The Board is asked to: <ul style="list-style-type: none"> Review and note that Procurement has been continuously improving over this period. Note that all potential savings will continue to be monitored and reported to the Board.
RISK	<ul style="list-style-type: none"> That there is a failure of Corporate Governance arrangements and / or Financial Controls where the College does not follow Scottish Government procurement guidance. The College does not receive value for money. The College does not have sufficient resource to undertake full procurement initiatives.
RELEVANT STRATEGIC AIM:	<ul style="list-style-type: none"> The Highest Quality Education and Support Sustainable Behaviours
SUMMARY OF REPORT:	<ul style="list-style-type: none"> The contract of the Procurement Project has come to an end and all allocated work has been completed. 11 contracts have been placed in this reporting period of which 2 were place via Open Tender, 2 via Quotation, 6 via APUC framework agreements and one via a Single Source Justification under the value of £25k. There are currently 6 contracts in progress of which 3 are going through the Award process.

1 OVERVIEW

- 1.1 The College is continuing to make progress on procurement process and procedures and is currently working towards refreshing all procurement procedures, processes and templates; training on which will subsequently be delivered to all staff in due course.
- 1.2 The College has a contract with APUC for a 1.0 FTE procurement professional to provide procurement services for the College.
- 1.3 The contract for the additional APUC resource, Chris Harper, Procurement Project Manager has come to an end and SLC would like to thank him for all his hard work and contribution to the delivery of an additional procurement service for the college

2 THE PROCUREMENT REPORTS

- 2.1 The Annual Report for SLC figures are currently being reviewed and confirmed by APUC before the annual report can be submitted. The final report will be included in the next procurement update to be brought to this Committee in May 2025.
- 2.2. The Operational Procurement Review (OPR) was a success with SLC achieving a score of 73%, previous score was 61% in 2020, and the target score was 67%. The next Operational Procurement Review will take place in 2027.

3. SUSTAINABILITY AND CARBON REDUCTION

- 3.1 Sustainability continues to be a key focus in Procurement and opportunities to build sustainability into each contract will continue to be considered. Procurement will also ensure that the College builds carbon reduction into the tendering exercise as it is important to adjust the working practices to enable the College to reduce the carbon footprint. The College has targets for reducing indirect emissions of greenhouse gases and to report on how the College will align spending and use of resources with emissions reduction efforts.
- 3.2 The College Procurement function is also looking at what is termed “circular procurement” which sets out an approach to green public procurement. This includes paying special attention to “the purchase of works, goods or services that seek to contribute to the closed energy and materials loops with the supply chains, whilst minimising, and in the best case avoiding, negative environmental impacts and waste creation across the whole life-cycle”. This will be embedded into the procurement policy and processes. For example: potentially leasing, rather than owning, vehicles.
- 3.3 The Supply Chain Manager attends the Climate Change Action Team (CCAT) to obtain information on anything that could be included in future procurement activities and to advise on opportunities for Community Benefit. This a great selection of peers all across the organisation exchanging ideas and challenging the narrative. The group is actively participating in the delivery of the climate change strategy and FNT2030 within the College.

- 3.4 Community Benefits – The HVAC contract offers the following opportunities to the college. Apprenticeships, Graduate trainee. Paid work experience, Career events, Participation in Young People Mentoring Schemes, Asset Life Cycle Analysis and Building efficiency Surveys.
- 3.5 The Supply Chain Manager has collated data for **From Now To 2030** (FNT2030), a Scottish Government initiative to reduce the carbon footprint to zero by the year 2030, under the distinct categories below. This relates to the sustainability strategic aims targeted at 2030, linked to the UC Sector Climate Strategy (May 2022) signed by all College Principals.
- 3.6 FNT2030 has been broken into distinct categories that are required to be reported on to the Scottish Government as follows:
- 3.6.1 Energy
 - 3.6.2 Food
 - 3.6.3 Furniture
 - 3.6.4 Labs and
 - 3.6.5 Travel
- 3.7 However, there are other sustainability targets throughout all the Universities and Colleges aimed at 2038 which are currently being reported back to the Scottish Government so the collated information will be combined to prevent a duplication of effort.

4 PROCUREMENT PROJECT MANAGER – ALLOCATED WORK

4.1 Chris Harper (Procurement Project Manager) had been allocated the following projects to complete.

4.2 *Table 1: Procurement Project Manager's allocated work*

Contract	Process
Biodegradable Towels	Awarded
Trades Materials	Awarded
Access Control Purchase and Maintenance and CCTV, Fire and Intruder alarm service	Approval Process
Estates Cleaning Services inc Washroom	Awarded
Window Cleaning	Awarded
Psychological Testing	Awarded
Pest Control	Awarded
Water Coolers	Awarded

5 SINGLE TENDER ACTIONS – SINCE LAST REPORT

5.1 *Table 2: Single Tender Actions*

Contract	Service Area	Cost	Supplier(s)	Contracted
Website Upgrade	Marketing	£14,917.50	Bright Signals Ltd	04/12/24
Tribal	MIS/IT	£25,000	Tribal (SITS)	02/12/24
Skillzminer	MIS	£23,976	Skillzminer	03/12/24
Recruitment Services	HR	£8,000	Morgan Hunt	09/01/25

5.2 Note that the College is obliged to report on all single tender action awards.

6 CONTRACT STATUS

6.1 The following contracts are due for renewal:

6.1.1 *Table 3: Contracts due for renewal*

Contract	Expiry	Anticipated Procurement Process
Photographic Services	30/05/2025	Framework Agreement

6.2. The following contracts are next to be placed:

6.2.1 *Table 4: Contracts to be placed*

Contract	Type	Anticipated Procurement Process
Group Life Assurance Brokerage	New	Framework Agreement/ Open Procedure
Digital Marketing	New	Framework Agreement/ Open Procedure
Employee Assistance Program and Occupational Health Services	New	Framework Agreement/ Open Procedures
Janitorial & Domestic Supplies	New	Framework Agreement

6.3 The following existing contracts due for extension:

6.3.1 *Table 5: Contracts currently due to be extended*

Contract	Extension period	Date to be extended
Insurance Services	12 months available	31/07/25
Internal Audit	12 months available	07/08/25

6.4 The following contracts are in the tender process and will be awarded in due course:

6.4.1 *Table 6: Contracts currently in the tender process*

	Service	Area	Process	Stage	Via
1	Access Control Purchase and Maintenance and CCTV, Fire and Intruder alarm service	Estates/IT	Open Tender	Award process	SH
2	Employee Assistance Program and Occupational Health Services	HR	Framework Agreement	Tender preparation	SH
3	Fresh Dairy	Hospitality	Framework Agreement	Award	SH
4	Fresh Fish & Seafood	Hospitality	Framework Agreement	Award	SH
5	Symmetry Upgrade to Cloud Services	MIS/Finance	Framework Agreement	Project Commencement	SH
6	Barber's Room Refurbishment	Care	Framework Agreement	Project Commencement	SH

6.5 The following contracts have been awarded since last report:

6.5.1 Table 7: Contracts that have now been placed via tenders and / or extended

Service	Contracted	Awarded to:	Value	Process	Via
Trade (Materials) inc Tools – Lot 3	10/12/24	Highland Industrial Supplies Ltd	£48,000	Open Tender	CH
Trade (Materials) inc Workshop Plumbing Supplies – Lot 4	29/11/24	Richmonds Plumbing & Heating Merchants Limited	£43,661	Open Tender	CH
Educational Psychologist	13/01/25	Upeel Ltd	£10,500	Quotation	CH
Personal Protective Equipment (PPE)	22/11/24	Arco Limited	£19,273	Call off from Framework	CH
Water Coolers	12/11/24	Culligan (UK) Limited	£30,000	Call off from Framework	CH
Legal Services	09/12/24	Anderson Strathern	£10,000	Call off from Framework	SH
Franking Machines (Leasing Agreement)	05/12/24	Fannan & Scott Limited T/A Northern Services	£12,600	Call off from Framework	SH
Plagiarism Software	03/12/24	Turnitin UK Ltd (formerly Iparadigms Europe)	£14,250	Call off from Framework	SH
HE Support & essential Managed Services (SITS)	03/12/24	HE Support & essential Managed Services (SITS)	£25,000	SSJ	SH
Lift Maintenance - 12 months only	09/01/25	Kone PLC	£8,041.97	Quotation	SH

Fresh Fruit and Vegetables	10/01/25	McLays Ltd	£45,000	Call off from Framework	SH

7 CONTRACT SAVINGS

7.1 Water Coolers

7.1.1 By switching the Water coolers to a framework, there is a saving of £6,961.66 a year equating to £20,884. This contract has fixed pricing which will be held for 3 years and all new water cooler machines have now been installed college wide.

7.2 Washroom Services

7.2.1 By moving this service to Framework the College will make a potential saving of £9,817.00 per year equating to £29,451 - The contract is in place for 3 years with an option to extend for 12 months and will include new vending machines, doormats and sanitary bins being put in place.

8 EQUALITIES

8.1 The College aims to conduct its procurements in an open and inclusive manner with the procurement strategy objectives at the forefront.

8.2 There are no new matters for people with protected characteristics or from areas of multiple deprivation which arise from consideration of the report.

9 RISK AND ASSURANCE

9.1 The main risks are that:

- 9.1.1 there is a failure of Corporate Governance arrangements and / or Financial Controls where the College does not follow Scottish Government procurement guidance;
- 9.1.2 The College does not receive value for money; and
- 9.1.3 The College does not have sufficient resource to undertake full procurement due diligence and process.

9.2 The College assures the Committee that in seeking to optimise the use of national, sectoral, local, or regional collaborative contracts and frameworks, the burdens of risk, contract and supplier management are shared and the number of resource-intensive formal local tenders that need to take place is reduced significantly. The College feels sufficiently supported in all procurement exercises.

10 RECOMMENDATIONS

10.1 The Committee is asked to:

- 10.1.1 Review and note that Procurement has been continuously improving over this period.
- 10.1.2 Note that all potential savings will continue to be monitored and reported to the Board.

FINANCE AND RESOURCES COMMITTEE

DATE:	10 February 2025
TITLE OF REPORT:	Facilities Update (Reporting Period: October – December 2024)
REFERENCE	5.4
AUTHOR AND CONTACT DETAILS	Craig Ferguson and James Jamieson Craig.Ferguson@slc.ac.uk James.Jamieson@slc.ac.uk
PURPOSE:	To provide the Finance and Resources Committee with a summary of in-year performance to date.
KEY RECOMMENDATIONS/ DECISIONS:	Members are asked to note the following updates: <ul style="list-style-type: none"> • the Scottish Funding Council Baseline College Infrastructure Reporting • the Contract monitoring review • the sustainability charts reporting on energy, waste, water and gas.
RISK	<ul style="list-style-type: none"> • That essential estates work is not carried out on a timely basis impacting on the learner experience. • That there is a failure to adhere to statutory and legislative health & safety requirements. • That the College does not meet the decarbonisation target by 2040.
RELEVANT STRATEGIC AIMS:	<ul style="list-style-type: none"> • Highest quality education and support - providing a high quality environment for staff and students • Sustainable behaviours – environmentally sustainable behaviours.
SUMMARY OF REPORT:	<ul style="list-style-type: none"> • The Scottish Funding Council announced the launch of its College Infrastructure Strategy, and the College has been asked to gather information for the SFC to put in place a long-term investment plan for the sector. Data has been passed to the managing agent and is to be passed to SFC for further development. We await the next stage. • An update on the College’s service providers and their Red Amber Green (RAG) status and noting that some providers are being scrutinised on performance issues

	<ul style="list-style-type: none">• The charts being used for the College's energy consumption, solar PV generation, waste and water provide a visual representation usage. Key challenge is finding additional ways to offset our energy usage where possible, given the significant increase in energy costs. It is hoped that the College's new Climate Change Action Team can support with this.
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1. INTRODUCTION

1.1 This paper updates members on the Baseline College Infrastructure Strategy commissioned by the Scottish Funding Council (SFC), as well as outlining the progress of essential estates work, the standard contract monitoring update and the visual charts being used to report on sustainability and energy usage.

2 BASELINE COLLEGE INFRASTRUCTURE STRATEGY

2.1 The Scottish Funding Council published the [College Infrastructure Strategy \(CIS\) Delivery Plan](#) in December 2023 and outlined an ambitious programme to deliver an Infrastructure Investment Plan (IIP) for the college sector. It focuses on three infrastructure themes; physical, digital and net zero. As part of this plan colleges were expected to collate and provide evidence of baseline information as well as an overview of the existing position of the college infrastructure.

2.2 Following on from the initial meeting and information provided by the Head of Facilities, The SFC and the associated date agent are reviewing all of Scotland's colleges data. The College is awaiting the response to and advisement on how things will progress.

2.3 Once this information is returned the college will revise its estate strategy, updating it as necessary, to reflect the strategic approach and principles of the CIS. It is expected that it will consider future operating models including collaboration, digital and net zero infrastructure investment required in line with regional needs.

3 FACILITIES WORK

3.1 During the reporting period completion of any roll on works from summer and preparation for the end of year have been carried out. Please see below for an overview:

3.1.1 Room G17: following on from the November 2024 update, the new Learning Development classroom has been completed and is now being used by the class group. There were a few last-minute changes made to layout as per the curriculum's requests.

3.1.2 The new staff room on the first floor also had minor alterations made and in consultation with staff, equipment was provided in addition to what had been moved from the original location. This finalises these changes.

3.1.3 Room 244 Canteen seating area: The refurbishment of the main kitchen and alterations has been concluded making minor changes to streamline day to day use. The College also opened up the curved wall and installed the already planned Pizza service counter in October 2024. This is an excellent addition to the serving area.

3.1.4 Room LG60 Boiler room: A safety cut off activated due to a fresh air supply failure to the boiler room. The total shut down of the boilers affects heating and hot water. The facilities team in conjunction with the maintenance contractor, Dalkia promptly resolved the fault and installed a new motor. Planning for contingency the College has had the old motor refurbished and retained as a spare.

3.1.5 External gas storage area: The metal store outside the building was corroding and the College made a decision to replace it. At the same time, replacing the base to make it more fit for purpose. The new one is slightly larger for ease of use by the technician in this area. Made of suitably treated metal, it is expected that it

will last much longer than the previous painted steel version, which lasted 17 years.

3.1.6 In preparation for the launch of the CECA academy (Civil Engineering) , initial ground works commenced 1 week before the Christmas break. This work consisted of earth moving and ground clearing at the back next to the garden. This work will also be of benefit to the garden area.

3.2 Whilst the above listed works were carried out there were many other smaller scale works completed, general maintenance of doors, changeover of failed thermostatic valves and pressure relief valves decoration of dilapidated paint etc.

4 CONTRACT MONITORING

4.1 As reported previously, high level / large volume maintenance and repairs continue to be contracted out to specialist businesses and are obtained via tendering process in collaboration with the College's APUC procurement professional. These items and contractors are shown in the table below alongside their RAG ratings.

4.2 Each contract review starts with a list of key objectives and identifies opportunities to improve, both in terms of the current contract itself, and in feeding into future contract negotiations, and key achievements. The review uses a scorecard format and will identify key improvement actions, with timescales and responsibilities stated. Any issues and risks identified will be raised with the supplier and a system of measuring and monitoring KPIs will be introduced. Examples of this would be:

- Shortages reported;
- Deliveries missed or late;
- Quality of service or goods;
- Invoice accuracy; and
- General customer satisfaction as reported by the end user.

4.3 The College's will be changing contractor for maintenance of the access control, security and fire alarm as well as minor associated systems EG refuge points & emergency disabled toilet alarms via the tendered process. We expect this to be in place by the next reporting period and will be phased in over 6 months.

4.4 Table 1: Service Providers

RAG Rating		Expense - Supplier	Progress to Green: Key Actions
Last Quarter	This Quarter		
		Gas - Supply – Total Gas	N/A
		Gas - College Infrastructure – Dalkia	Considering initial setup and site familiarisation, Dalkia is performing reasonably. We continue to monitor
		Electricity – Supply – EDF	Monitor cost increases
		Electricity – Feed in Tariff – Scottish Power	No Concerns
		Electricity – College Infrastructure –	Electrical contractor in place and operational

		Elevators - Kone, maintaining all five elevators	Excellent response times and experienced engineers.
		Mechanical & Ventilation – Dalkia	Considering initial setup and site familiarisation, Dalkia is performing reasonably. We continue to monitor
		Kitchen equipment, including refrigeration units – NWCE	New contractor service has not been as expected and have also subcontracted to the previous contractor. Procurement Team are aware and are in discussions to resolve. A review is required
		Water – Supply – Business Stream	N/A
		Water – College Infrastructure – Dalkia	New contractor will be monitored, and review meetings are planned. There have been a few teething issues and will be closely monitored
		CCTV and associated systems	New temporary contractor in place for urgent works. Long term tender still being worked on.
		Security Systems (Alarms) – Connolly Security Services	Continued concerns being dealt with, rating remains static for now. Contract going out to tender
		Fire Systems – Connolly Security Services (Fire Division)	Continued concerns being dealt with, rating remains static for now. Contract going out to tender
		Pest Control – Environmental Services Pest Control Ltd	Good service provision and very reactive. Tender awarded to incumbent contractor
		Construction Machinery Maintenance – Inhouse and ‘The Saw Centre’	Carried out internally and backed up by routine maintenance contractor services employed
		Waste & Recycling – Biffa	Service levels have improved to a satisfactory level. Contract review meetings in place. This contract is working very well.
		Ground’s maintenance – IPSUM	Service levels have fluctuated. Liaising with contractor to resolve. Heightened focus from FM dept. A new account manager has been put in place.

5 SUSTAINABILITY

5.1 Table 2 Solar Panel Production

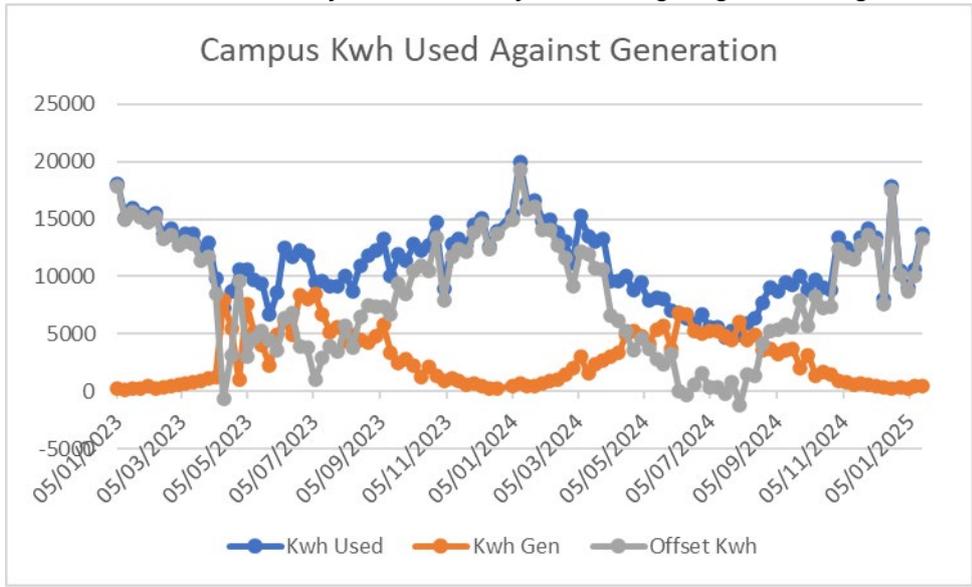
Reporting Period	Construction Wing	Annex	Low Carbon House	Total Kwh
Apr-Jun 2022	7501	1301	236	9,038
Jul-Sept 2022	20063	4040	536	24,639
Oct-Dec 2022	18022	3562	503	2,2087
Jan – Mar 2023	4080	638	142	4,860
Apr-Jun 2023	72,876	2,206 (F)	599	75,681
Jul-Sept 2023	65,793	2537	476	68,806
Oct-Dec 2023	13132	671	140	13,943
Jan – Mar 2024	17133	971	176	18,280
Apr-Jun 2024	63,661	3,996	504	68,161
Jul-Sept 2024	58,582	3,616	489	62,687
Oct-Dec 2024	12,994	627	134	13,755

Note: Quarter year comparison is low due to a fault (F) with one of our arrays. This has been fixed; however, the output will not have reached its full potential. In Addition, the solar PV inverter in the Annexe had to be replaced June 2023.

5.2 The Solar Photovoltaics (PV) panel figures are as expected for this time of year, and this reporting period obviously sees a decrease in generated hours due to the number of daylight hours. It is a recommendation that all systems on campus are cleaned regularly to keep performance at its maximum.

5.3 The graph below highlights the College's generated electricity from all PV sources against all energy used.

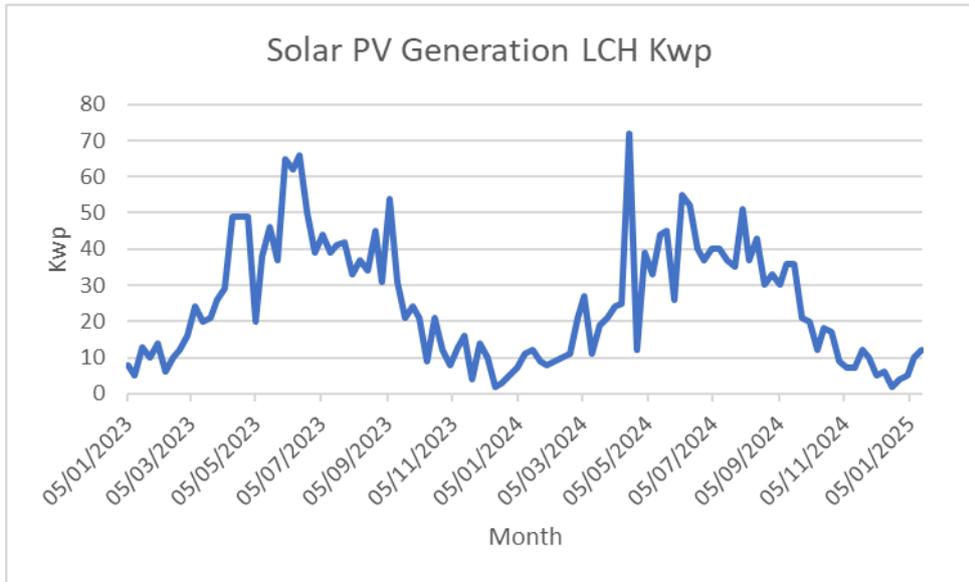
5.4 Chart 1 Electricity Generated by the College Against Usage



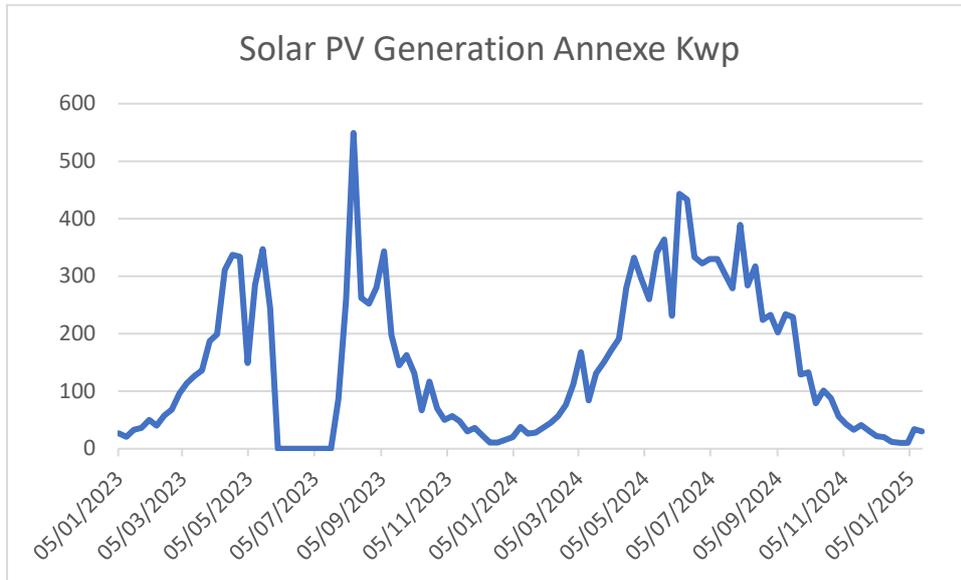
5.5 Measures are being investigated to further reduce all electricity consumption from centrally turning off computers and clever touch screens from our IT department and the newly appointed HVAC contractor (Dalkia) are in discussion with the facilities team to implement similar measures through the BMS system.

5.6 In addition, the Climate Change Action Team (CCAT), which is supporting with the implementation of the College's Climate Change Action Plan, will, on an on-going basis, consider this as part of its action plan.

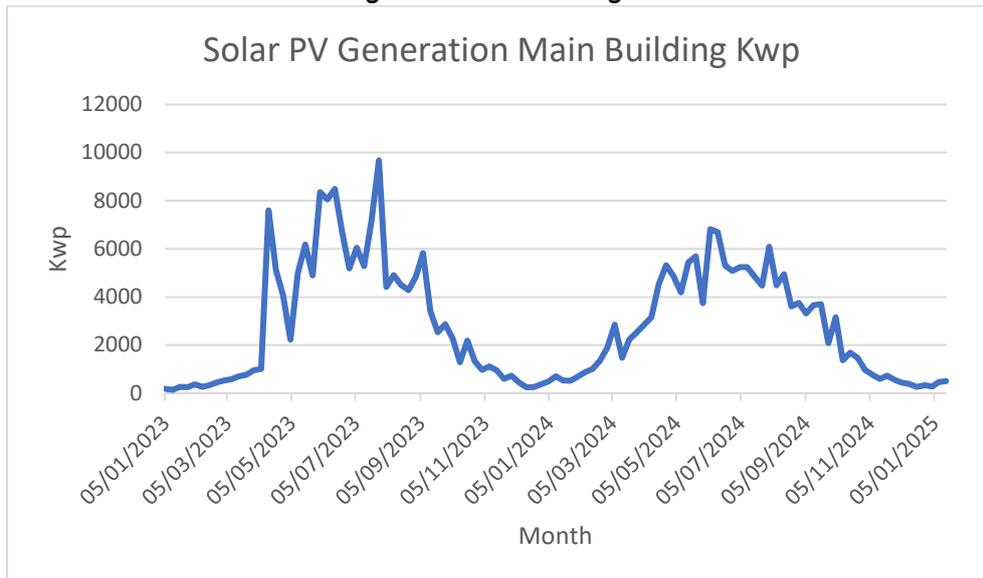
5.7 Chart 2: Solar PV for the Low Carbon House



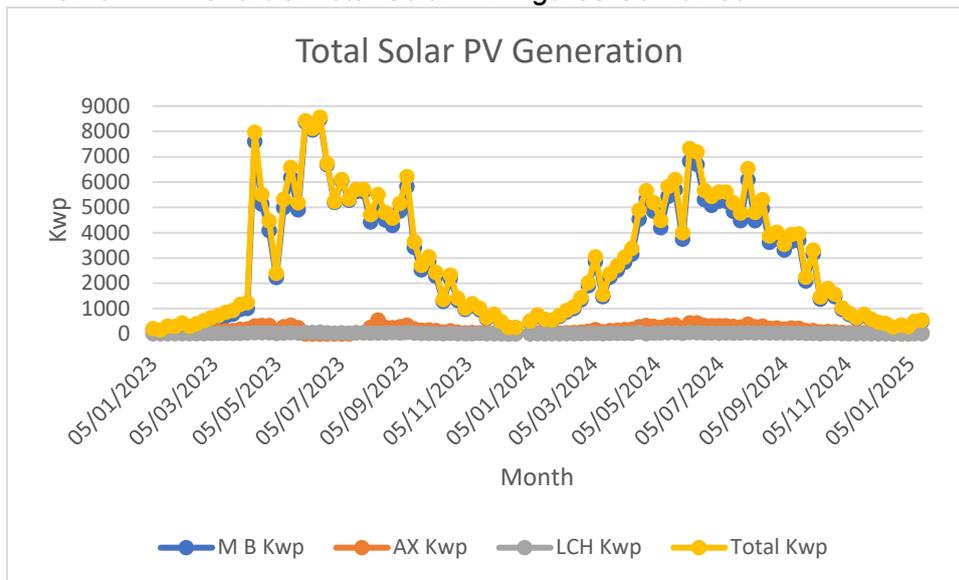
5.8 Chart 3: Solar PV for the Annex



5.9 Chart 4: Solar PV Figures Main Building



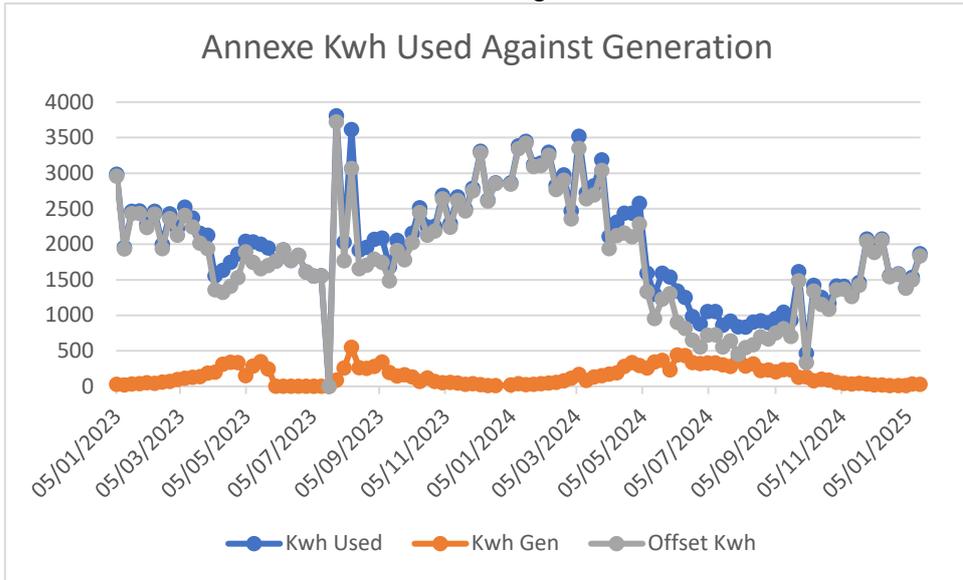
5.10 *Chart 5: Total Solar PV Figures Combined*



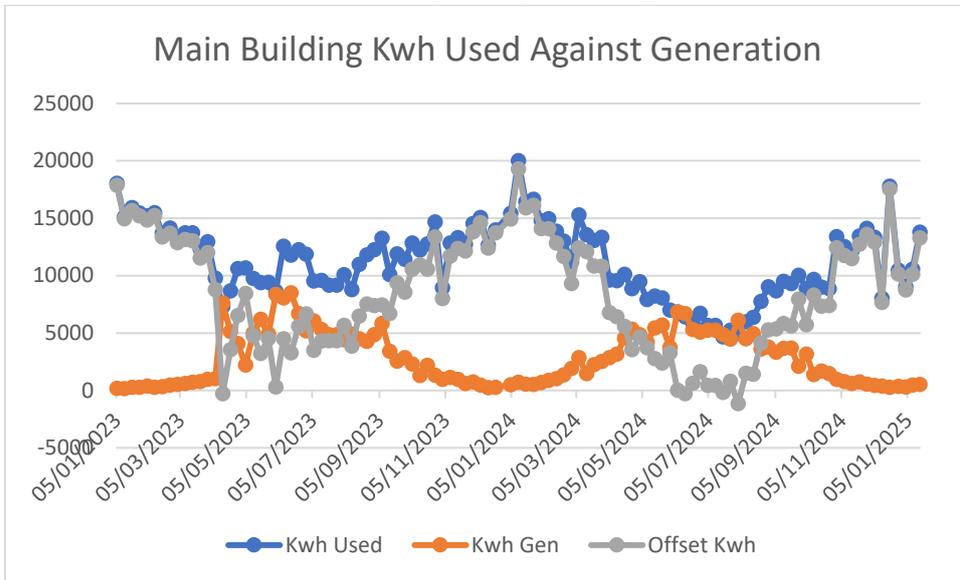
5.11 Charts 3 and 4 show how much of what the College has generated for the annex and the main building can be offset against what is actually used in these buildings. There is a natural reduction of solar power generated across the winter months as can be seen from this two-year trend.

5.12 As can be seen from the graphs, in the summer months the gap between used and generated become closer due to less energy needed for heating, lighting etc and more energy being generated. In addition, there are also fewer people in the building resulting in less usage. In contrast the gap widens again during the autumn and winter period, with usage being higher than what is generated from reduced daylight hours.

5.13 *Chart 6: Annexe Kwh Used Against Generation*



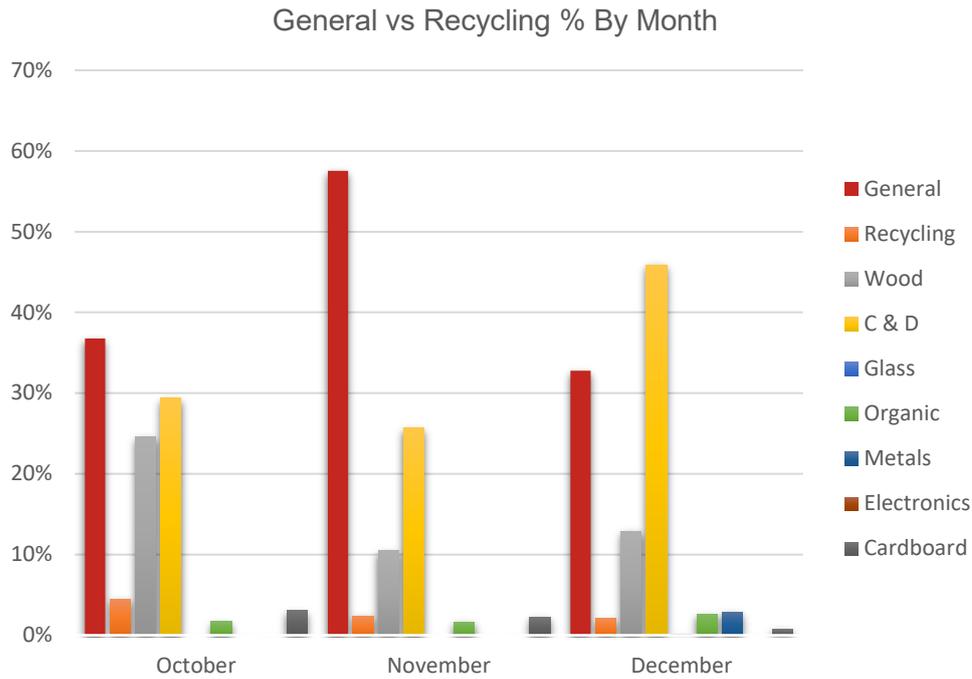
5.14 *Chart 7: Main Building Kwh/p Used Against Generation*



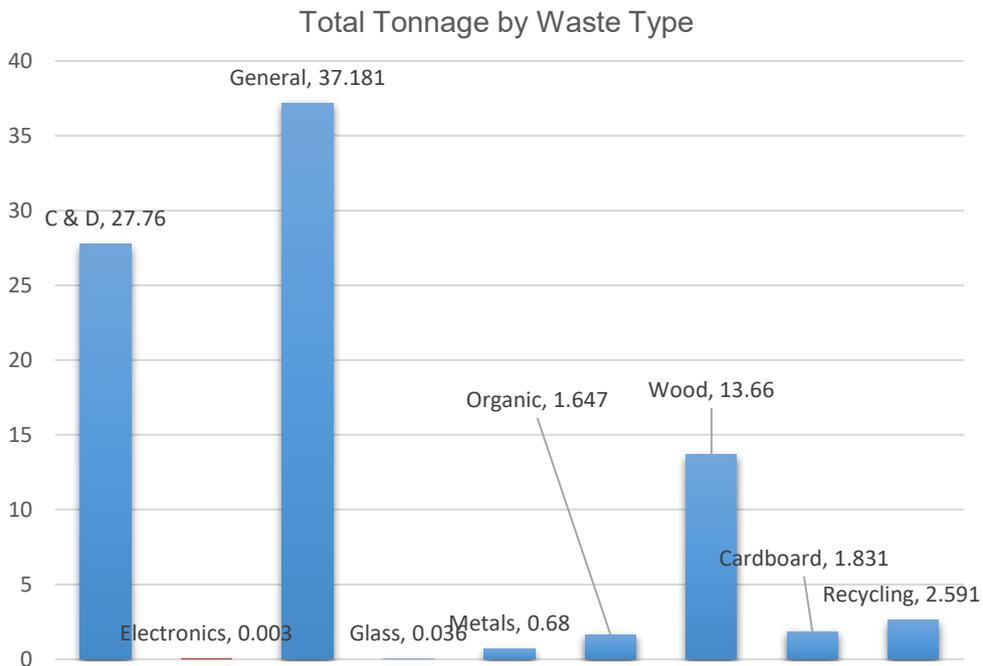
6 Waste

6.1 The graphs show in detail a breakdown of the waste categories from the College supplier Biffa. Note that the category “C&D” refers to “Mixed Construction and Demolition” waste and this was particularly high in December. This has previously been reported and the CCAT Team are also involving the Student Association, [LAMH Recycle, a social enterprise, offering waste management and recycling services.](#)

6.2 Chart 8: General V Recycling

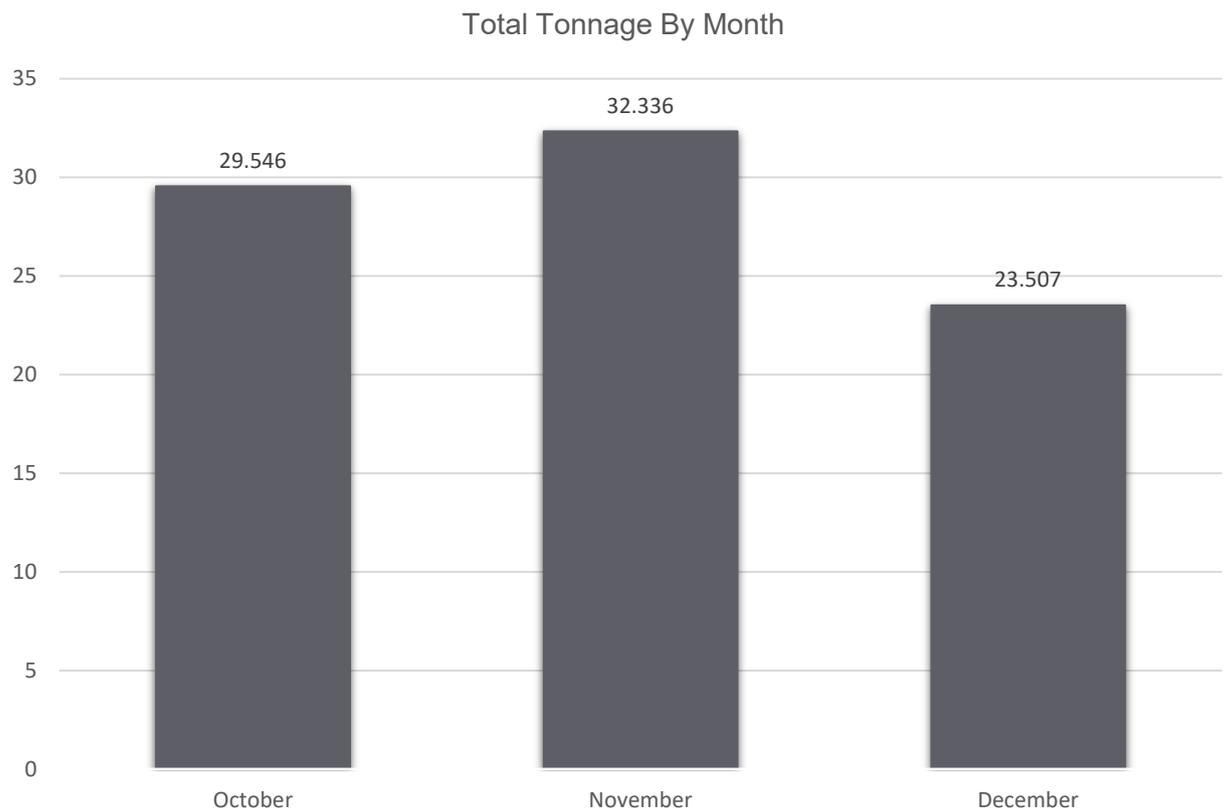


6.3 Chart 9: Total Tonnage by Waste Type



6.4 The general waste category still continues to give some cause for concern. As reported at the previous committee meeting the CCAT team is supporting an action around the reduction of this.

6.5 Chart 10 Waste: Monthly Tonnage 2024



7 ENERGY CONSUMPTION: ALL BUILDINGS

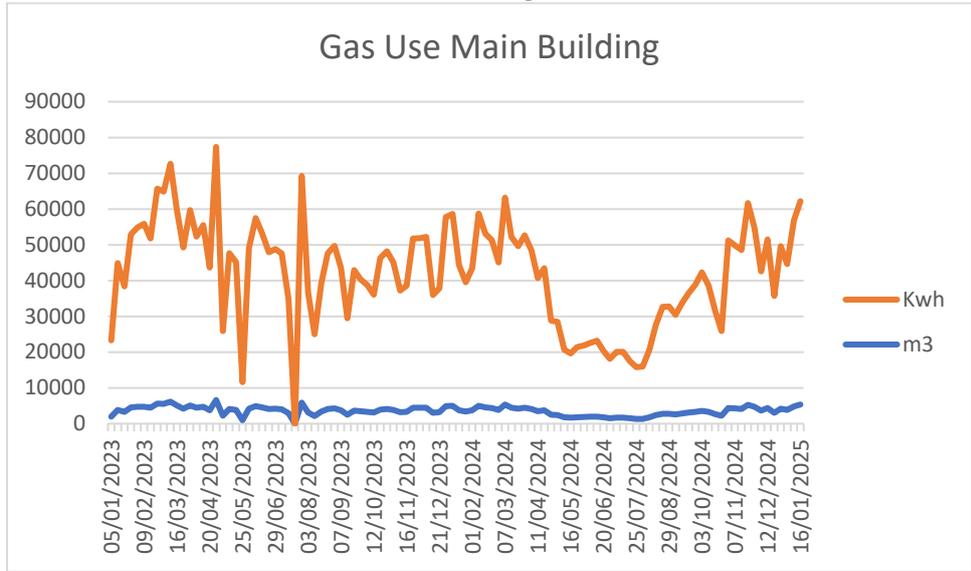
7.1 Table 3 below provides an overview of energy consumption across the estate over the last 3-year period, across all the utilities: gas, electricity and water. The change in the utilisation of the building will obviously affect the comparisons, but the table is designed to compare the movement in the quarter over the prior year equivalent, and the current rolling year over the prior year equivalent.

7.2 There are also charts to demonstrate the rolling gas and water consumption so that is easier to read in line with the electricity charts already provided.

7.3 Table 3 Energy Consumption

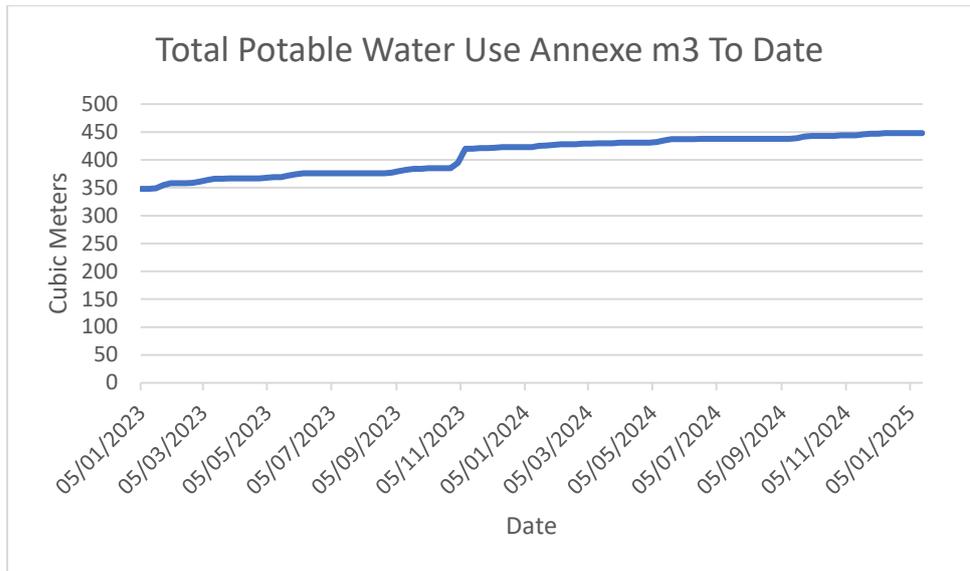
Finance and Resources Committee Estates Report February 2025 Energy Consumption- all Buildings				
Date	Usage in kWh	Movement over prior year quarter	Rolling Year	Movement over prior rolling year
Gas - kWh				
Oct - Dec 2020	408,878	-18%	1,411,086	-13%
Jan - Mar 2021	555,678	-13%	1,330,090	-23%
Apr - Jun 2021	330,348	127%	1,515,006	-1%
Jul - Sep 2021	205,185	-7%	1,500,089	0%
Oct-Dec 2021	249,945	-39%	1,341,156	-5%
Jan-Mar 2022	551,090	-1%	1,336,568	0%
Apr - June 2022	313,839	-5%	1,320,059	-13%
Jul - Sep 2022	200,677	-2%	1,315,551	-12%
Oct-Dec 2022	337,867	35%	1,403,473	5%
Jan - Mar 2023	634,676	15%	1,487,059	11%
Apr - June 2023	563,061	79%	1,736,281	32%
Jul - Sep 2023	463,028	131%	1,998,632	52%
Oct-Dec 2023	475,412	41%	2,136,177	52%
Jan - Mar 2024	612,293	-4%	2,113,794	42%
Apr - June 2024	327,719	-42%	1,878,452	8%
Jul - Sep 2024	352,300	-24%	1,767,724	-12%
Oct-Dec 2024	574,829	21%	1,867,141	-13%
Electricity - kWh				
Oct - Dec 2020	472,746	-16%	1,572,356	-25%
Jan - Mar 2021	775,982	35%	1,774,114	-13%
Apr - Jun 2021	368,153	63%	1,916,402	7%
Jul - Sep 2021	283,081	-5%	1,899,962	14%
Oct-Dec 2021	127,306	-73%	1,554,522	-1%
Jan-Mar 2022	193,702	-75%	972,242	-45%
Apr - June 2022	135,743	-63%	739,832	-61%
Jul - Sep 2022	135,201	-52%	591,952	-69%
Oct-Dec 2022	174,960	37%	639,606	-59%
Jan - Mar 2023	189,142	-2%	635,046	-35%
Apr - June 2023	209,549	54%	708,852	-4%
Jul - Sep 2023	137,941	2%	711,592	20%
Oct-Dec 2023	156,521	-11%	693,153	8%
Jan - Mar 2024	191,510	1%	695,521	10%
Apr - June 2024	104,669	-50%	590,641	-17%
Jul - Sep 2024	101,636	-26%	554,336	-22%
Oct-Dec 2024	160,652	3%	558,467	-19%
Water Consumption - M³				
Date	Usage in m3	Movement over prior year quarter	Rolling Year	Movement over prior rolling year
Oct - Dec 2020	203	-92.3%	4,165	-58%
Jan - Mar 2021	74	-96.7%	2,014	-78%
Apr - Jun 2021	201	-68.0%	1,587	-79%
Oct-Dec 2021	1,665	50.1%	2,143	-49%
Jan-Mar 2022	2193	96.6	4,133	105%
Apr - June 2022	2,507	92.0	6,566	314%
Jul - Sep 2022	1,650	-0.9	8,015	274%
Oct-Dec 2022	2,178	-0.7	8,528	106%
Jan - Mar 2023	2479	-1.1	8,814	34%
Apr - June 2023	2,045	19.3	8,352	4%
Jul - Sep 2023	1,218	-78.8	7,920	-7%
Oct-Dec 2023	2,082	-19.1	7,824	-11%
Jan - Mar 2024	2,167	5.6	7,512	-10%
Apr - June 2024	1,551	21.5	7,018	-11%
Jul - Sep 2024	1,491	-39.6	7,291	-7%
Oct-Dec 2024	2,032	-6.6	7,241	-4%

7.3 Chart 11: Gas Use Main Building



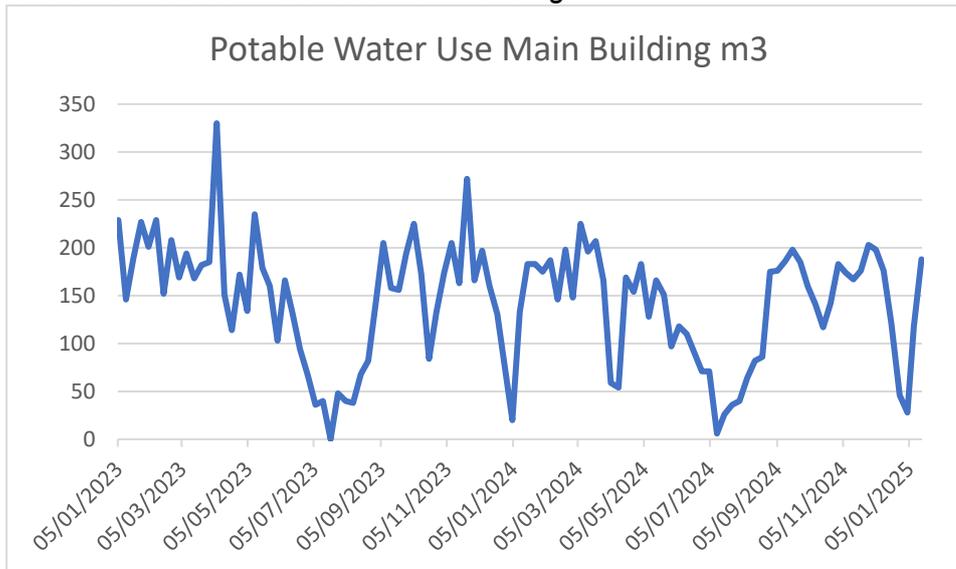
7.4 The ongoing challenge for the College will be to consider how it can reduce its energy consumption given the substantial rising costs in energy bills. This is where staff training is important when considering how to use energy efficiently within the College.

7.5 Chart 12: Potable Water use Annexe



7.6 The low water usage in the annex is due to all toilet flushing coming from the rainwater harvesting system. 444,000 litres is the total amount of water used since November 2015.

7.7 Chart 13: Potable Water use Main Building



7.8 Solutions to the reduction of potable water consumption continue to be considered as part of a wider capital expenditure programme are to introduce waterless urinals, water solenoid valves and replace taps with 2 litre flow restrictors.

8 RISK

- 8.1 Those essential estates work is not carried out on a timely basis impacting on the learner experience.
- 8.2 That there is a failure to adhere to statutory and legislative health & safety requirements.
- 8.3 That the College does not meet the decarbonisation target by 2040.

9 EQUALITIES

- 9.1 There are no new matters for people with protected characteristics or from areas of multiple deprivation which arise from consideration of the report.

10 RECOMMENDATIONS

- 10.1 Members are recommended to note the contents of this report including:
 - 10.1.1 the Scottish Funding Council Baseline College Infrastructure Survey;
 - 10.1.2 Work undertaken by the Facilities Team between October to December;
 - 10.1.3 the Contract monitoring review; and
 - 10.1.4 the sustainability charts reporting on energy, waste, water and gas.

FINANCE AND RESOURCES COMMITTEE

DATE	10 February 2025
TITLE OF REPORT	Quarterly Update: Climate Change Action Team (CCAT)
REFERENCE	05.5
AUTHOR AND CONTACT DETAILS	Wilma MacLeod, Depute Head of Curriculum wilma.macleod@slc.ac.uk
PURPOSE:	To update members on the actions taken by the CCAT in the last quarter.
KEY RECOMMENDATIONS/ DECISIONS:	Members are asked to note: <ul style="list-style-type: none"> • the contents of the report; • the on-going work across the College in supporting the delivery of 'net zero' targets; and • the growing requirement on the College to provide sustainability reporting to various agencies.
RISK	<ul style="list-style-type: none"> • That the College does not take appropriate action to reduce its carbon footprint. • That staff and students are not educated and supported around climate change and the wider implications.
RELEVANT STRATEGIC AIM:	<ul style="list-style-type: none"> • Successful Students • The Highest Quality Education and Support • Sustainable Behaviours
SUMMARY OF REPORT:	<ul style="list-style-type: none"> • The Climate Change Leads and CCAT continue to lead efforts addressing climate change across the College. • The Climate Change Emergency Action Plan was published on the College website and monitored monthly by the CCAT. • Eight actions were identified during the reporting period with six completed. • Climate Leader Checklist was completed. • Good practice is shared at CCAT meeting and across the College • The College renewed the Race to Net Zero Pledge • The Public Bodies Climate Change Report was submitted by the required date. • Two new partnerships have been established with Travelknowhow and the Lanarkshire Association of Mental Health (LAMH).

1. INTRODUCTION

1.1. This paper provides a quarterly update on the progress of the Climate Change Emergency Action Plan (CCEAP) and the College's overall commitment to sustainability as led by the Climate Change Action Team (CCAT)

2 BACKGROUND

2.1 As part of the South Lanarkshire Colleges response to net zero targets a CCAT was established to support the roll out the CCEAP.

2.1 The CCEAP is founded on the principles of the FE College roadmap to have a strategic sector wide approach to tackling the climate emergency.

2.2 The Climate Change Leads and CCAT continue to lead efforts addressing climate change across the College promoting sustainable behaviours, sharing good practice and supporting climate change initiatives.

3 DISCUSSION

3.1 The CCEAP is monitored on a monthly basis by the CCAT to ensure its objectives are being met, progress is tracked effectively, and any necessary adjustments are made. This monitoring allows the College to evaluate its progress, maintain accountability and achieve its climate change goals. During the period September 2024- January 2025 eight actions were identified, of these six were completed.

3.2 *Table 1 CCEAP Actions from September 2024-January 2025*

Roadmap Element	Action	Target Date	Progress
Leadership and Governance	Review membership of CCAT	August 2024	Complete
	CEAP to be uploaded onto college website	November 2024	Complete
	Climate Change Risk Assessment to be updated	December 2024	Not complete
	Explore alternative sources of funding	November 2024	This is an ongoing process. During this period, no alternative funding was sourced.
	Showcase good practice throughout the college	November 2024	Complete
	Achieve Carbon Literate Organisation	December 2024	Not complete

			December course full. Next available course March 2025.
	Complete Leaders Climate Emergency Checklist	December 2024	Complete
Partnership and Engagement	Renew University and Colleges Race to Zero Pledge	December 2024	Complete

3.3 The Scottish Sustainable Network Leaders Checklist is a high-level assessment tool, enabling the Climate Leads to evaluate the actions required within the College. This evaluation aligns with the actions outline in the CCEAP and are detailed in Annex 1.

3.4 Good practice is shared at the CCAT meetings, on the Teams page, in the College newsletter and on staff development days. Examples of sustainable behaviours are paperless assessments, reusable cups, cycling workshops, litter picking and a new multi waste stream bin system in the canteen seating area to include food waste.

3.5 The Race to Net Zero pledge, supported by the UN Environment Programme and the Environmental Association of Universities and Colleges (EAUC), highlights the College's leadership and commitment to achieving net zero. Before signing this pledge, the College is required to publish its Climate Change Plan change The College is proud to be part of this global initiative.

3.6 The 2023-2024 Public Bodies Climate Change Duties Report (PPCCDR) was prepared by the Climate Change Leads and submitted before the required deadline of 31 November 2024. This mandatory report includes information on the college profile, climate change governance, and sustainable procurement. It also provides data on CO2 emissions, which can be tracked from 2008-2009, when total emissions were 3,306 tCO2, to the current reporting period, with emissions recorded at 904.03 tCO2. Prior to submission, the report was validated by the CCAT and underwent a peer review.

3.7 Partnership working remains a key focus of the CCAT, with two new partnerships established since September 2024. This first is with Travelknowhow, funded by Transport Scotland, which will conduct a staff travel survey and develop individual sustainable travel plans. This information will also support data collection for the PPCCDR. Additionally, contact has been made with the Lanarkshire Association of Mental Health (LAMH) to provide aluminium can recycling bins and free processing service for the College. LAMH will collect and recycle the cans, demonstrating both effective partnership working and a commitment to community benefit.

4 EQUALITIES

4.1 There are no new matters for people with protected characteristics or from areas of multiple deprivation which arise from consideration of the report.

5 RECOMMENDATIONS

Members are asked to:

- note the contents of this report
- the on-going work across the College in supporting the delivery of 'net zero' targets; and
- the growing requirement on the College to provide sustainability reporting to various agencies.

Annexe 1

Table 2 Scottish Sustainable Network Climate Leaders Checklist

	Foundation	Advanced	Exemplary	Climate Change Leaders Assessment
Strategy	Action on climate change is a strategic corporate priority,	Key areas for action have robust strategies in place to inform delivery.	Climate change is embedded in all organisational strategies and plans, and shapes decision making and resource allocation.	Advanced
Targets	Targets set with clear baselines, boundaries, inventories and interim targets, supported by delivery pathways and aligned with national policy objectives.	Targets/outcomes set for key functions of the body, including procurement/supply chains, upstream and downstream impacts of the body's functions.	Targets/outcomes go beyond net zero, aimed at regenerative and holistic sustainability transformations.	Advanced
Governance	Structures are in place to ensure oversight, accountability and transparency in climate-related decision making.	Climate change embedded into decision making at all levels, with evidence reported of how this influences decisions on plans, projects and resources.	The body is proactively influencing partners, citizens and stakeholders to drive change at scale, locally, regionally and nationally.	Foundation
Delivery	Climate action incorporated in policy development and service design, with policies and projects in place and actively managed	Coordination of delivery across service areas and projects to maximise benefits and avoid unintended consequences	Working collaboratively to align and scale policies, projects and partnerships on climate action.	Foundation
Finance	Investigating how to align spend with targets and steps being taken to progress.	Understanding of how to align spend with targets. Finance gaps identified and work underway to secure resources.	Resource and spend clearly aligned with targets, climate impact of investments being managed, and collaborations in place to leverage in resources.	Foundation

Performance	Mandatory climate change reporting used to inform delivery and communicate progress	Progress on climate change is part of regular performance monitoring and accounts and corrective actions taken.	Monitoring is above and beyond mandatory requirements and reporting is shared and reviewed with stakeholders.	Advanced
Skills	Key staff aware of how climate change is part of their roles and responsibilities.	All staff understand how climate change fits into their activity and key staff taking action to embed climate change.	All staff empowered to act and contribute to climate targets and outcomes.	Advanced

FINANCE AND RESOURCES COMMITTEE

DATE	15 February 2025
TITLE OF REPORT	CLIC Innovation Centre for Sustainable Development (CSD) funded by Innovate UK Further Education Innovation Fund: An Update
REFERENCE	05.6
AUTHOR AND CONTACT DETAILS	Anne Doherty Anne.Doherty@slc.ac.uk
PURPOSE:	To update the Committee on the progress of CLIC Innovate UK project
KEY RECOMMENDATIONS/ DECISIONS:	The Committee is recommended to: <ul style="list-style-type: none"> a) Review contents of the paper; and b) Take assurance from the work ongoing within Alternative Funding to quantify outcomes and mitigate risks going forward. c) Recognise the significant impact of this project on future initiatives and possible funding opportunities for the College.
RISK	<ul style="list-style-type: none"> • The financial risk to the College through failure to maximise potential available funding because of poor uptake with local businesses, and • Reputational risk to the College through failure to support and progress initiatives with local businesses.
RELEVANT STRATEGIC AIM:	<ul style="list-style-type: none"> • Successful Students • The Highest Quality Education and Support • Sustainable Behaviours
SUMMARY OF REPORT:	<ul style="list-style-type: none"> • The UKRI CLIC project is into its 4th quarter to 31 March 2025. • To date 29 businesses have signed up to the CLIC; over 150 business employees have engaged with the project. • To date the project has generated £128,383 out of a total £191k via engagement with local businesses signposted to workforce programmes, College Estate tours and other events delivered by staff to support sustainable practices • The CLIC team continue to promote the initiative and do not foresee any immediate risks to accessing the full allocation of £191k. • The College commits to scoping out and documenting case studies in the form of 10 businesses who have adopted new innovative practices in order to meet the key deliverable of the project. To date, the team are working closely with 11 businesses, supporting them through a

	<p>process leading to the initiation or adoption of innovative practices.</p> <ul style="list-style-type: none">• The College are set to plan a possible extension to the project and a further update on the project will be brought to the May 2025 Committee meeting.
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1. INTRODUCTION

1.1. This paper provides an overview of progress of the UKRI funding for CLIC Innovate project.

2 CLIC INNOVATE UK

2.1 The Glasgow City Region colleges secured £1.6M to establish a network of 6 innovation centres across the region. South Lanarkshire College is the Innovation Centre for Sustainable Development and is engaging with local business support networks including South Lanarkshire Council Business Support team, Business Gateway, Hub South West, The Think Partnership, Morgan Sindall, Lochlie, and other Tier 1 Construction firms as well as other key stakeholders in the innovation ecosystem. Funding is in place until 31 March 2025 and the College stands to recognise £191k of funding through its delivery of the programme. The College consortium is now awaiting written confirmation of a 1 year funding extension with the same funding level.

2.2 The expected contract outcomes for South Lanarkshire College are as follows:

- A requirement for each participating College to formally sign up 30-35 businesses through the CLIC portal (clic.network.com). To date, South Lanarkshire College Innovation Centre has signed up 29 businesses.
- As a result, it is expected that 10 businesses per college will adopt new innovative practices, either new products or new processes. Their innovation journey must be charted through the CLIC platform digital innovation maturity assessment.
- 20 college staff members (4 per college) are expected to improve their understanding of innovation and be able to diffuse this understanding to college and employers.

3 ACTIVITY TO DATE

3.1 To recap, each College within the Glasgow City Region expects to support 33 businesses across the length of the project and this interaction will involve an early discussion of business needs in relation to each College's specialist area, with South Lanarkshire College being the Innovation Centre for Sustainable Development. The College seeks to signpost businesses to a potential workforce programme on the following core topics (not exclusive):

- Digital Marketing
- Heat Pump Training
- ILM – Sustainability Development Unit
- AI and Power BI (Digital footprint)
- Solar Power and Batteries

3.2 As mentioned previously, the project offers businesses a chance to visit the College Estate and witness sustainable practices both internally and at other locations across Lanarkshire.

- 3.2.1 Visit to Aurora (Low Carbon) House
- 3.2.2 Visit to the Innovation Centre – BREEAM Accreditation
- 3.2.3 Rural Development Trust – Douglas Waters
- 3.2.4 ACS Clothing premises
- 3.2.5 Other business premises across South and North Lanarkshire.

- 3.3 Since the last update in November 2024, the College has undertaken a series of monthly business breakfasts delivering workshop sessions such as digital marketing and AI; with the latest event on Supply Chain collaboration: Building a Sustainable Future Together (23rd January 2025), gathering 58 delegates, mainly from the construction supply chain, for a keynote presentation from the Sustainability Manager at Morgan Sindall “what is required to get on the Tier 1 contractor tender list”, and Lochlie presenting their own journey to sustainability.
- 3.4 This event was designed to meet a commonly expressed issue regarding the difficulty SME contractors and suppliers have in meeting increasingly onerous sustainability and quality criteria in order to be considered for tender lists. We now have a wide network of businesses ranging from large construction companies to smaller contractors and suppliers who are looking to work together to improve their sustainability. These interventions can be registered through the evaluation tool and the data recorded by the CLIC project.
- 3.5 The team have been very successful in using their own business contacts to assist businesses become more sustainable and sustainability aware to be able to grow their business and become more efficient in their practices.
- 3.6 Student projects have been key to supporting a number of businesses and students have benefitted from industry experience in digital areas, for example, and the businesses get help from these students; and other avenues such as training needs are being explored with a view to doing webinars and full cost recovery courses.
- 3.7 As a result of the events held to date, 29 businesses have now either completed the online assessment tool or are working with SLC CSD to complete the assessment. For those businesses who have completed the assessments, the CSD team are looking to deliver value-added innovation within these businesses. Examples of the type of collaboration that is being developed are:
- 3.8 The CSD team are working with We Love Lanarkshire who are currently marketing the CLIC project to their members. We Love Lanarkshire have completed the assessment tool, and their initial assessment uncovered a need and a desire for an app to complement their current website, adding value for their subscribed members and attracting new members. SLC students and We Love Lanarkshire are collaborating at present to build their website. Further innovative opportunities are likely to arise following this collaboration.
- 3.9 Future events are being planned over the next 2 months, with another event on Digital Marketing (4th February) and an event on 20th February led by Hub South West on procurement with the support of Think Partnership focussing on sustainability in the construction sector. The team will also cover more topics on AI and Digital Marketing “by popular vote”. All to be hosted at SLC, showcasing the skills and capabilities of our catering and events Teams whilst providing networking opportunity within the CLIC community at the same time as delivering part of the business needs and support required by those businesses who have completed the innovation assessment.
- 3.10 All Board members will continue to receive an invitation to attend.
- 3.11 The CSD team meet weekly to provide updates on progress and to explore ideas and approaches to increase registration on the CLIC web portal and the completion of the assessment. They continue to work closely with stakeholders in the innovation and business engagement ecosystems.

4 FINANCE

4.1 The College stands to gain £191k from the project. The project ensures that the College is earmarked as a hub for 'Sustainable Development', generating valuable connections with local businesses that are intended to generate further commercial income growth past the project completion date of 31 March 2025.

4.2 Currently, the College estimates that the cost of staff required to deliver the project will be in the region of £160,000, meaning a corresponding drawdown of income of the same value from the fund. It is further anticipated that the College will incur event costs of circa £5,000 which will also be met through the funds (Total £165,000).

4.3 To date the College has claimed £128,383. The College is confident that it will meet the £191k target.

4.4 Costs are recovered by way of quarterly claims. The independent examination of quarterly claims is being undertaken by the accountancy firm, Henderson Loggie, at a cost of £2,400 including VAT per College. The first claim for £28,000 was received in October 2024, and payment for the second claim for £47,000 was received in November 2024.

4.5 For performance against outcomes: please refer to the table at the end of the document.

5 EQUALITIES

5.1 There are no new matters for people with protected characteristics or from areas of multiple deprivation which arise from consideration of the report.

6 NEXT STEPS

6.1 The next steps internally for the college involve:

6.1.1 Continued monitoring of business engagement and sign up by businesses on the CLIC web portal and the attendance at events to encourage wider engagement.

6.1.2 Ensuring and continuing the effective publicity of the project through marketing and social media channels.

6.1.3 On securing interactions with a business, ensuring that opportunities are taken to advertise the wider portfolio of full cost recovery programmes listed on the College website.

6.1.4 Devising an approach internally to ensure that the College keeps in touch with businesses who engage through the CLIC project.

6.1.5 Scheduling the dates for proposed events in 2025 to continue to foster relationships and tangible outputs through business engagements.

6.1.6 Scoping out and documenting case studies in the form of 10 businesses who have adopted new innovative practices, in order to meet the key deliverable of the project.

6.1.7 To date, the team have been working closely with 11 businesses, providing support leading to the initiation and adoption of innovative practices. They are also working with a number of companies only just starting on their innovation journey and which will be supported on their innovation maturity journey. This will be reported at the end of Quarter 4.

6.2 The next step for the consortium of Glasgow City Region colleges is:

6.2.1 Scoping out a new plan to take the CLIC to the next level with suitable funding and staff resources to deliver a sustainable extension to the current project.

- 6.2.2** Preparing for a likely extension of the project for another year. Awaiting for confirmation in writing from Innovate UK.

7 RISK AND ASSURANCE

7.1 The following risks have been identified.

7.1.1 The financial risk to the College through failure to maximise potential available funding because of poor uptake with local businesses.

7.1.2 Reputational risk to the College through failure to support and progress initiatives with local businesses.

7.2 The CLIC team will continue to publicise and organise events to support with the full delivery of the programme. The College also commits to a timely response in relation to audit queries received on claims submitted so as not to delay any forthcoming payment of funding. An independent evaluator for the project has been appointed to review findings and outputs from the work undertaken against the aims of the project to ensure validity of claims.

7.3 The team continues to supplement the initiative through the marketing and promotion of other full cost recovery, commercial course offerings with the support of the curriculum areas, where possible.

7.4 The College played a significant role in the launch of the project in the form of general project management and publicity/marketing set up. As a result, the College continues to target a larger share of funding from the other Greater Glasgow Region Colleges in support of this increased workload.

8 COMMUNICATION

8.1 All Board members are now invited to each of the CLIC events.

8.2 Marketing and social media communications remain highly important for the success of this project. Case studies, testimonials will be gathered and shared on our website and on the CLIC web portal. The work of the students who have participated in or supported the project will also be recognised through marketing campaigns highlighting the benefits to our student community.

8.3 Coordination with groups of staff internally is also key, such as the CCAT team, which has an interest in sustainable practices, and lecturing staff who will be delivering the programmes. Regular updates will be brought to SLT regarding the progress of the initiative.

8.4 The College Consortium are planning a Celebration of Success event in March. Location to be confirmed, but likely to be in one of the Glasgow City Region Innovation Centres to mark the key role of colleges in the innovation ecosystem of the Region.

8.5 Activities and events are actively promoted through Linked-in.

9 RECOMMENDATIONS

9.1 Members are recommended to:

9.1.1 Review contents of the paper;

9.1.2 Take assurance from the work ongoing within Alternative Funding to quantify outcomes and mitigate risks going forward.

9.1.3 Recognise the significant impact of this project on future initiatives and possible funding opportunities for the College.

ANNEX 1: CLIC UPDATE – as per 4.5 above – Performance against targets

OUTPUTS	TARGET	ACTUAL	COMMENT
Innovation Centre for Sustainable Development created	1	1	Launch on 25 th September 2024.
Businesses engaged	33	29 businesses currently registered through the CLIC digital assessment platform.	
Employees engaged	33	35 business representatives at initial Launch of Innovation Centre for Sustainable Development (25 th September 2024). Plus 7 representatives of business support partner organisations keen to be part of the innovation centre community.	With Michael Cusack, ACS Clothing and Elizabeth Halliday, Morgan Sindall
		<p>“Let’s Talk Digital” - Business breakfast on 21st November held at SLC incorporating workshops on Digital Marketing and AI.</p> <p>7 businesses represented that are new to the CLIC network and engaged on the day, 2 of which submitted digital maturity assessments.</p> <p>4 businesses present as part of their innovation journey, supported by the CLIC Centre for Sustainable Development.</p>	With Rebecca Beveridge and Chris Sumner
		11 at “Our Journey to a Greener Future” on 9 th December 2024	With Mark McGonigle, Dalkia
		53 at the “Supply Chain Collaboration: Building a Sustainable Future Together” – 23 rd January 2025	With Lewis Quinn, Sustainability Manager at Morgan Sindall and Dougie Aitken, CEO of Lochlie
		Marketing event – 4 th February 2025	With Rebecca Beveridge and Jamie McCoy
		Think Partnership Workshops organised by South West Hub – 20 th February 2025	With Ray Black, Think Partnership, Morrisons and Turner Townsend

OUTCOMES	TARGET	ACTUAL	OUTCOME
Businesses adopting new innovative practices	10	11	Businesses having started a process of initiation and adoption of innovative practices which will be charted and evidenced through the initial assessment and a final assessment on the CLIC platform.
LONG-TERM IMPACT	TARGET	ACTUAL:	OUTCOME
Businesses receiving innovation training	3	4 staff members trained at City of Glasgow College	Culture shift for an innovation approach across the curriculum and in conjunction with our Climate Change Action Team.
WIDER IMPACT	TARGET	ACTUAL	OUTCOME
Engagement with businesses that would otherwise face barriers to accessing business support	N/A	To be captured at the end of the project.	Overall project target. Consortium looking to develop tool allowing for monetary return on investment to be calculated.

FINANCE AND RESOURCES COMMITTEE

DATE	10 February 2024
TITLE OF REPORT	College Capital Expenditure Schedule
REFERENCE	06.1
AUTHOR AND CONTACT DETAILS	Bill McMahon – Management Accountant Bill.McMahon@slc.ac.uk Elaine McKechnie – Vice Principal Finance, Resources & Sustainability Elaine.McKechnie@slc.ac.uk
PURPOSE:	To present the schedule being maintained by the College in respect of its capital requirements
KEY RECOMMENDATIONS/ DECISIONS:	Members are asked to: <ul style="list-style-type: none"> • note the level of capital investment that has been incurred for the period to 31 January 2025 (not yet audited); and • to note the College's continued plan for capital expenditure in respect of 2024-25; against which progress will be monitored and updates brought to the Committee in due course.
RISK	<ul style="list-style-type: none"> • That there are insufficient funds for capital project and maintenance requirements.
RELEVANT STRATEGIC AIM:	<ul style="list-style-type: none"> • The Highest Quality Education and Support • Sustainable Behaviours
SUMMARY OF REPORT:	<ul style="list-style-type: none"> • The College has spent £178,030 on capital works in the 6 months to Jan 2025. • In the quarter to 31 January 2025, the College incurred expenditure on new digital fibre switches (£51k), a new audio-visual display for the Atrium (£22k) and the installation of the new pizza counter within the Canteen (£73k). • Imminent pipeline works include a website upgrade (£15k) and various classroom refurbishments (£20k). • The Scottish Funding Council (SFC) have granted flexibility in the use of capital funding allocation, enabling the College to use 50% of the £850,260 allocation for revenue related expenditure. • Internal quarterly capex meetings have reconvened to ensure appropriate allocation of the SFC budget across 2024/25 and the next meeting will take place on 13 February 2025.

1. INTRODUCTION

1.1 This paper outlines the capital expenditure schedule, funding and expenditure to date.

2. EXPENDITURE AND AVAILABLE FUNDS

2.1 The College has spent a total of £178,030 in the six months to 31 January 2025 for various works including the previously disclosed Hair & Beauty salon refurbishment and HR and IT room refurbishment projects that were completed in the first quarter of the year, together with spend on new digital fibre switches (£51k), the audio-visual display device in the Atrium (£22k) and the installation cost of the new pizza counter within the Canteen (£73k) in the quarter to 31 January 2025.

2.2 Imminent pipeline works include a website upgrade (£15k) and various classroom refurbishments (£20k).

2.3 Following an announcement from the Scottish Funding Council in December 2024, the College can reclassify £425,037 of its £850,260 capital budget for revenue related expenditure. This allows the College more flexibility to support the purchase of items of a capital expenditure that do not meet the £10,000 balance sheet threshold. These costs can therefore be absorbed under repairs and general maintenance expenditure within the profit and loss.

2.4 The Committee is reminded that there is no Digital Poverty funding for 2024-25.

2.5 Table 1: Funding Available and Allocation

Area	2024/25 Allocation	2024/25 Spend YTD (draft)	Transfer between funds	Residual spend for 24/25
SFC GIA Capital & Projects of £850k (50% capital related)	£425,223	£178,030	-	£247,193
SFC GIA Capital & Projects of £850k (50% revenue related)	£425,037	£212,518		£212,519
TOTAL	£850,260	£390,548	-	£459,712

3. CAPEX BUDGET 2024/25

3.1 As advised previously, SFC Funding for 2024/25 amounts to a total of £850,260, representing a shortfall of approximately £20k on 2023/24. The high-level budget is contained in appendix 1.

3.2 The College commits to ensuring that capital projects allocated against specific tranches of funding are now progressed throughout the academic year.

3.3 The quarterly CAPEX meeting with curriculum Heads, the Head of Facilities, the Head of MIS, the Management Accountant and the Procurement Manager have recommenced in 2024-25 enabling discussions on prioritisation of works requested. The next meeting is scheduled to take place on 13 February 2025.

4. RISKS AND ASSURANCES

4.1 The main risks are:

4.1.1 That there are insufficient funds for capital project and maintenance requirements,

4.1.2 That there is now an incorrect allocation of funding against repair or maintenance costs in 2024-25 which would be in breach of the SFC's terms and conditions of funding; and

4.1.3 that there is a lack of accuracy in the reporting of capital projects.

4.2 However, committee members are reminded that Capital expenditure continues to be a focus for the College and regular monthly reporting and communication with the respective faculty managers helps to ensure that spend is allocated against specific projects within the required timeframe.

5. EQUALITIES

5.1 There are no new matters for people with protected characteristics or from areas of multiple deprivation which arise from consideration of the report.

6. RECOMMENDATIONS

Members are asked to:

6.1.1 note the level of capital investment that has been incurred for the period to 31 January 2025 (not yet audited); and

6.1.2 to note the College's continued plan for capital expenditure in respect of 2024-25; against which progress will be monitored and updates brought to the Committee in due course.

APPENDIX 1: CAPEX BUDGET 2024-25

CAPEX 24-25		
Curriculum Area	Requirement	Cost including VAT £
Built Environment	Change of use for LG93, currently a Lab that sits in my curricular area.	16,000.00
Built Environment	Large Screen TV required	3,000.00
Built Environment	Plumbing area, depending on room given it may require changes to run curriculum.	16,000.00
Hairdressing, Beauty & Make-up Artistry	Hairdressing salons Backwashes in salon 220,222 & 226 need updated.	10,000.00
Life Sciences	Clever touch screen x 1.	3,200.00
Early Education and Childcare	Hard flooring in Childcare classrooms.	10,000.00
Early Education and Childcare	Outdoor Classroom.	10,000.00
Early Education and Childcare	Air Conditioning R130.	10,000.00
Business Management and Media	Dedicated room to create simulated Digital Media and IT Software	30,000.00
Health and Social Care	Lap top trolley (for 20 laptops).	1,000.00
Hospitality, Events, Police and Legal Studies	Re-fresh of Bistro area.	7,000.00
Wet Trades	Extend Plastering Skills Test bays.	5,000.00
Facilities	Cladding repairs	40,000.00
Facilities	Access Control - initial capital outlay	100,000.00
Facilities	Install, commission and training of staff of Computer Aided Facilities Management System (5 Licences)	5,000.00
Facilities	Canteen investment	50,000.00
HR	Office Reconfigurations (HR, Principalship, Support Areas)	95,000.00
MIS	Student Records System - additional spend for 24/25 estimate	140,000.00
MIS	MIS IT Spend 2024/25	169,560.00
Contingency	e.g. boilers/burners/re-tarmac of car park/revolving front door/Finance System	129,500.00
TOTAL		850,260.00