



Agenda

NCL Board Finance Committee

Monday 8th September 2025 – 5.30 pm at the Coatbridge Campus and via Zoom

1. Chair's welcome
2. Apologies for Absence
3. Declarations of Interest
4. Minutes of Meeting 19th May 2025 (FA)
5. Matters Arising from the minutes
 - 5.1 AMCOL Update
 - 5.2 Cumbernauld Nursery Update
6. Financial Sustainability (FI)
 - 6.1 NCL Cash Flow Management
 - 6.2 Strategy 2030 Update
7. Finance Reports (FI)
 - 7.1 NCL Management Accounts June 2025
 - 7.2 2024/25 Year end forecast
 - 7.3 AMCOL Accounts
8. FFR 2025/26 (FA)
9. NCL Educational Foundation Update (FI)
10. Procurement/Waste Contract
11. Approval of publication of committee papers from this meeting (FA) BS
12. AOB
 - 12.1 Any matters arising from RGP papers for information
 - 12.2 AOB

FI = For Information FA = For Approval FR = For Recommendation

***= non disclosable # = Future Publication .**

Name Abbreviations: IC = Iain Clark, CM = Christopher NCL Principal; BS/DMcG = Board Secretary RS= Ronnie Smith :RG = Ronnie Gilmour Deputy Principal; JL=Jennifer Lowe Deputy Principal PB = Paula Blackadder BP = Barbara Philliben; DC=Dugald Craig; LM= Lynn McKenzie NCL Finance Team; PN=Penny Neish



- 20. Date of Next Meeting NCL Finance Committee : The next scheduled meeting of the committee is the 17th November 2025 at the Cumbernauld Campus.**

RGP Committee Papers For Information (FI)

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|--|--------------------------|
| 1. Update from RGP Committee on ICT at NCL * (FI) | Paper posted - RG |
| 2. Update on Systems Development at NCL (FI) | Paper Posted - RG |
| 3. Update from RGP Committee on NCL Estate* (FI) | Paper Posted - RG |

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Diane McGill Board Secretary

New College Lanarkshire: Registered Charity Number SC021206

Minute Finance Committee

Monday 19th May 2025 – 5.30 pm at the Motherwell Campus and via Zoom

Present: Paula Blackadder, Moira Jarvie, Elaine Loudon, Barbara Philliben.

In Attendance: Ann Baxter, Ronnie Gilmour, Lynn MacKenzie and Penny Neish. RGP members were invited to attend for the Cumbernauld Nursery presentation and Keith Fulton joined the meeting for this item.

Via Zoom: Stella McManus, Elaine McKechnie, Diane McGill. Christopher Moore via i -phone.

1. Chair's welcome: Paula Blackadder welcomed everyone to the spring/summer meeting of the Committee.

2. Apologies for Absence: There were apologies from Ronnie Smith.

3. Declarations of Interest: Ann Baxter declared that she is a member of the AMCOL Board.

4. Presentation on the Cumbernauld Nursery from Denise Penn and Sher Khalid- Ali.

4.1 Denise Penn and Sher Khalid- Ali gave a power point presentation to the Committee. Key elements were as follows:

- There is good leadership in the nursery.
- The financial position has improved significantly.
- Staff have been willing to be flexible in their hours which has allowed provision until later in the day and over the holiday periods.
- Staff have been able to support parents in applying to the Council for available nursery funds for parents and also to help them access further education.
- Social media is being used to promote the nursery and its services and there is a video which is shortlisted for the Herald awards. SWOP days are being used to promote the nursery and parents

4.2 The Chair thanked them for the presentation and the substantive improvements that had been made so far to the financial position and the availability of provision for children.

5. Minutes of Meeting 24th February 2025: The minute was approved.

6. Matters Arising from the minutes:

6.1 AMCOL Protocol: Lynn MacKenzie confirmed that the AMCOL protocol had been updated as requested by the Committee – 4 weeks- notice would now be given for sums over £500k. It was noted that £2 million that had been borrowed in February had been paid back to AMCOL.

6.2 Treasury Management Policy: Lynn McKenzie informed the Committee that the policy had been amended to the Finance Committee recommending to the Board rather than approving decisions.

7. RSB and Assigned College Update: The Board Secretary informed the Committee that the Tripartite meeting with the RSB, the SFC and the Scottish Government was continuing to meet. There was a transition plan which really depended on the Scottish Government (SG) meeting its deadlines

particularly in regard to laying the statutory instrument which would dissolve the Lanarkshire Board and the GCRB. They had met the deadline of the 1st May and were on track for the Parliamentary Committee process followed by consideration of the full parliament. The deadline for the dissolution would be the 30th July 2025 and this would mean that there was no need this year for consolidated accounts with SLC as the Lanarkshire Board/ the RSB would not have been a “parent” for a full year. Audit Scotland had confirmed this at the ARC. So far, the dissolution of the RSB is on track.

8. Head of Finance Report to RSB Finance Committee

8.1 Elaine McKechnie presented her report to the Committee and highlighted the following:

- Management Accounts to 31 Mar 2025
- Cashflow Report
- Procurement quarterly update
- Facilities quarterly update
- Climate Change Action Team (CCAT) quarterly update
- Voluntary Severance Scheme update
- Capital Expenditure Plan
- Legal Fee Analysis
- CLIC Innovate UK’ a progress update
- Draft Budget 25-26
- Mid-Year review and supporting commentary

8.2 The Chair asked her about Windows 11 and Elaine McKechnie confirmed that SLC had a plan for this that would deliver the required updates. The Chair thanked her for her report.

9. Financial Sustainability

9.1 NCL Cash Flow Management. Lynn McKenzie updated the Committee as follows:

9.1.1 Cash flow continues to be a major issue and there are ongoing discussions with the SFC about funds. The key issue is that NCL is having to get frontloaded funds from the SFC in order to manage cash flow at the start of the year and this creates a problem at the end of the year and this will go on unless there is a resolution to the financial position. There is discussion with the SFC about last year’s £4.5 million loan from the SFC.

9.1.2 Key mitigating actions planned to optimise cashflow:

- SFC Support: deferred repayment £4.5m as noted above. Support currently required at all AY/FY junctures.
- Front-load SFC drawdown in March and July indefinitely. It was noted that there was an £11m drawn down in August 2024, a £4.5m advance March 2025 and a further £3m requested June/July 2025. Finance Committee advised May.
- In June 2025 Amcol funds will be utilised in full. Balance £608k without SFC support. Finance Committee to approve Amcol loan of £2m. Amcol balance £3.5m at May 2025.
- Treasury Management – e.g. possible deferral of Creditors.
- Permanent levers – SFC Write-off; SFC Loan repaid over agreed period – assets as collateral, future surpluses, sale of assets.
- Proposed enhancements to governance over cashflow as follows:
 - Any Amcol intercompany cash transfers over £500k will require formal Finance Committee recommendation to the Board for approval.
 - Any SFC Funding Advances will require to be notified to Finance Committee and the Board.

Action: In accordance with the Treasury Management Policy section 10 (1) The Finance Committee recommended approval to the Lanarkshire Board of an inter-company transfer from AMCOL of £2 million and in accordance with Section 9.2 (2) the Finance Committee was notified of a request for £3 million cash advance from the SFC. This would also be notified in accordance with the Treasury Management Policy to the Board.

9.2 Strategy 2023 Update: There will be an update at the Board and a special meeting of the New College Lanarkshire Board on the 2030 strategy in August/September.

Finance Reports

10. Management Accounts

10.1 NCL Management Accounts February 2025: Lynn McKenzie informed the Committee that there was nothing remarkable in the accounts and the Committee noted them.

10.2 NCL Management Accounts March 2025: The March accounts were showing a surplus and they would go to Christopher Moore and Ann Baxter this week and would then be sent out to the Committee.

10.3 AMCOL Accounts: Lynn McKenzie informed the Committee that there was nothing to report at this juncture on the AMCOL accounts.

11. Mid – Year Return (MYR): Lynn McKenzie informed the Committee that since the discussion at the last meeting all costs had been reviewed and there was a small £7k surplus. Paula Blackadder said that the breakeven position was a testament to all the work that had been done by the Finance Team and the Committee noted the report.

12. Government Financial Reporting Manual: This paper was for information only and noted by the Committee.

13. NCL Educational Foundation Update:

13.1 The number of complimentary breakfasts provided remains consistent, and the increased cost is due to increased unit cost from seventy-five pence to £1.10. The figures suggest that the Foundation's food poverty activities continue to meet a demand that is not diminishing.

13.2 The Foundation's balance at the end of January 2025 was £26,916.77. The current balance is £19,113.39, which is a decrease of £7,803.38. Over the three-month period, contributions were received from:

- Strathclyde Alloy Scrap Processes, Motherwell £252.00
- Coffee morning at Taste, (Cumbernauld Campus Hospitality Restaurant) £64.00
- NCL Beauty Therapy students, Motherwell Campus £125.55

13.3 The Committee noted the continuing good works of the Foundation to help students and the initiatives being taken to raise the financial contributions to maintain the Foundation. It is a valuable asset to the college.

14. Update from RGP Committee on ICT at NCL: Ronnie Gilmour noted the on-going work to deal with Windows 11. The college was planning as best it could given the financial pressures and was

making such inroads as is possible into converting to Windows 11. The Committee noted the paper.

15. Update on Systems Development at NCL: Ronnie Gilmour drew attention to the new table in the report which lists all the ICT projects with a brief description, their completion status and priority. This gives a very good overview of all the systems work being done.

16. Update from RGP Committee on NCL Estate: The Committee noted the report.

17. Approval of publication of committee papers from this meeting. The Committee approved the publication of the agenda, the presentation, the minute, the Government Reporting Manual and the Procurement Strategy following is approval for publication noted below.

18. AOB

18.1 Lynn MacKenzie presented the changes to the Procurement Strategy.

Action: The Finance Committee approved the publication of the Procurement Strategy with the amendments notified.

18.2 Ann Baxter informed the committee that there had been questions from MSP's about the costs of education for each stage from school to college or to university. The amount of funding for the college sector was starkly less than that for the other parts of the education system and she thought that this would be of interest to the committee. The committee noted this information.

18.3 The Board Secretary noted that this was the last meeting of the Finance Committee before dissolution of the Lanarkshire Board/ RSB and it was the last committee that colleagues from SLC would attend and the last committee that Ann Baxter would attend as Deputy Principal. The Chair thanked Stella McManus, Elaine McKechnie and Ann Baxter for all the work they had done and for their contribution to the Committee.

19. Date of Next Meeting New College Lanarkshire Board: The next scheduled meeting of the committee is the 8th September 2025 at the Coatbridge Campus.

APPENDIX 1 - CUMBERNAULD NURSERY PROVISION

	Annual - Aug23 to Jul24			Annual - Aug24 to Jul25			Budget 2025/26
	Budget 2023/24	Actual 2023/24	Variance 2023/24	Budget 2024/25	Actual 2024/25	Variance 2024/25	
Academic Year	2023/24	2023/24	2023/24	2024/25	2024/25	2024/25	2025/26
No. of Weeks Provision	38	38		45	45		45
Nursery Opening Hours	0830-1630	0830-1630		0800-1800	0800-1800		0800-1800
Hours per Week	40	40		50	50		50
Occupancy level (based upon hours)	41%	52%	11%	65%	62%	-3%	70%

Income	241,000	302,973	61,973	498,697	478,108	(20,589)	543,680
Staffing	388,227	352,658	35,569	394,335	384,119	10,216	443,407
Supplies/Services Expenditure	29,985	23,684	6,301	43,469	32,363	11,106	39,150
Total Expenditure	418,212	376,342	41,870	437,804	416,482	21,322	482,557
Surplus/(Deficit)	(177,212)	(73,369)	103,843	60,893	61,626	733	61,123
Surplus/(Deficit) as a % of income	-74%	-24%		12%	13%		11%
Allocation of Central Overheads	82,400	82,400	-	84,872	77,872	7,000	80,208
Surplus/(Deficit)	(259,612)	(155,769)	103,843	(23,979)	(16,246)	7,733	(19,085)
Surplus/(Deficit) as a % of income	-108%	-51%		-5%	-3%		-4%
Staffing FTE	10.47			11.12	10.88	0.24	11.57

Occupancy comparative based on places

	Aug-23	Jun-24	Aug-24	Oct-24	Apr-25	Jun-25	Sep-25
0 - 2	83%	97%	97%	100%	100%	100%	97%
2 - 3	56%	91%	97%	100%	100%	100%	100%
3 - 5	32%	49%	54%	57%	81%	83%	76%
Whole Nursery	40%	59%	63%	68%	86%	87%	82%

Current Intake @ 02/09/2024

Student Funding Only - 13 children
Student/Council - 3 children
Council Funding Only - 19 children
Council/Private – 11 children
Private Only - 18 children
Council/Student/Private – 0 children

Current Intake @ 30/04/2025

Student Funding Only - 10 children
Student/Council - 5 children
Council Funding Only - 29 children
Council/Private – 11 children
Private Only - 21 children
Council/Student/Private – 2 children

Current Intake @ 01/09/2025

Student Funding Only - 13 children
Student/Council - 4 children
Council Funding Only - 22 children
Council/Private – 9 children
Private Only - 22 children
Council/Student/Private – 1 child



FOR DISCUSSION/INFORMATION			
Meeting:	Finance Committee		
Presented by	Jennifer Lowe		
Author/Contact	Jennifer Lowe	Department / Unit	Executive Board
Date Created	2 September 2025	Telephone	Ext
Appendices Attached	Appendix 1 - Summary Financial Position Statement		
Disclosable under FOISA		Yes	

- 1. PURPOSE**
To provide an Operational / Financial Summary Update on the Cumbernauld Campus Nursery.
- 2. BACKGROUND**
As part of the Business Plan and related Governance, The Cumbernauld Campus Nursery Development Board (NDB) formally reports quarterly to the Finance Committee. Position Statements are to be sent monthly to Committee members and the College Executive Board. NDB Minutes are made available on The Clan.
- 3. DETAIL**
The report includes updates on:
1.1 Nursery Operational Update – September 2025
1.2 The Summary Financial Position.
- 4. STRATEGIC IMPLICATIONS**
The Board retains an overview of NCL governance and progress against NDB Business Plan.
- 5. RISK**
The Cumbernauld Campus Nursery is not performing to projections within the Business Plan.
- 6. FINANCIAL IMPLICATIONS**
Possible financial exposure if not performing to forecast.
- 7. LEGAL IMPLICATIONS**
Compliance with Nursery Legislation – The Education (Scotland) Act 1980, The Children and Young People (Scotland) Act 2014, Regulation of Care (Scotland) Act 2001 – this Act led to the formation of The Scottish Social Services Council (SSSC).
- 8. WORKFORCE IMPLICATIONS**
There are no workforce implications at this juncture other than at operational levels.
- 9. REPUTATIONAL IMPLICATIONS**
There are potential reputational implications if not compliant.
- 10. EQUALITIES IMPLICATIONS**
There are no equalities implications.

CONCLUSIONS/RECOMMENDATIONS

The Committee is asked to consider the information contained in this report and raise or discuss any issues.

Detail

1.1 Nursery Operational Update – September 2025

Occupancy Update

Both under 3 years rooms are almost at capacity with waiting lists in place and it is predicted that both rooms will be full soon.

A number of places are still to be finalised and highlighted that 50% of children have extended hours/weeks or both in comparison to 20% the previous year.

The 3-5 year room figures are similar to previous years and over the summer period the Nursery had been busier than anticipated and term time staff had been requested to return to work to accommodate this.

Local Authority funded applications for the forthcoming year will be opened earlier with forms available in October for submission by December. This information would be highlighted by the nursery nearer the time and support provided to applicants.

A more comprehensive update on figures will be provided by the Nursery Board mid- September once the new term has been established.

Student Funding Update

Student Funding Manager advised that 2025 - 26 budget projections have been undertaken and indicated that there is a significant number of student funding forms still to be submitted. At present there are eleven students who have secured childcare totalling £108K and this is anticipated to increase.

Curricular Update

In session 2024 – 25, the Nursery had supported 2 NC Childhood Practice students as well as one HNC Childhood Practice student and 2 Level 5 students. In session 2025 - 26 there has been no demand for Early Learning and Childcare programmes at the Cumbernauld Campus, however there are two level 6 and one level 5 programme being delivered at Coatbridge Campus. A review of students from these cohorts will be undertaken to ascertain if work placement opportunities are viable for the Cumbernauld Nursery.

There is a possible partnership with the Time Capsule soft play area which would benefit student training opportunities and Nursery children participation.

Marketing

The Nursery is working with the Brand Team to showcase the Nursery in a number of ways, including college website, social media platforms, flyers, posters, media and press releases, educational resources. Meetings took place with Brand Team and Nursery leadership in July in July to discuss the Nursery video content.

1.2 Summary Financial Position

As per Appendix 1, the Nursery has performed better than budgeted for 2024/25 with a favourable variance of £733, and an operating surplus of c£62k against a budgeted deficit of c£61k. Inclusive of central costs of c£78k, it is a small deficit of c£16k against a budgeted deficit of c£24k. It should be noted that this is a significant improvement on the 2023/24 position of a c£156k deficit.

For 2025/26 the budget is based on 70% occupancy, with a c£61k operating surplus predicted. Inclusive of central costs, a deficit of c£19k is expected. Central overhead costs will be further reviewed to check that the amount remains accurate. The 2025/26 budget is currently expected to be achievable.