

BOARD OF MANAGEMENT

Finance & Infrastructure Committee



Tuesday 2 December 2025

Minute of the Finance & Infrastructure Committee meeting held on Tuesday 2 December 2025 at 18:15pm in Room K-TO-226 Kingsway Campus and via Microsoft Teams.

PRESENT:

Brian Lawrie (Chair)	Stephen Oakley
Laurie O'Donnell	Simon Hewitt
Ged Bell	Robert Young
Kirstin Marsh	Jenna Lawrence
Colin Smith	Derek Stewart

IN ATTENDANCE:

Steve Taylor (Vice Principal)	Megan MacQueen (Executive Coordinator)
Holly Farningham (Finance Manager)	Nicky Anderson (Director of Finance)
Andy Ross (Director of Infrastructure)	Billy Grace (Head of Estates)

1. WELCOME

B Lawrie welcomed members to the Finance & Infrastructure Committee meeting.

2. APOLOGIES

Apologies were noted from D Mackenzie, D Smith and D Fordyce.

3. DECLARATIONS OF INTEREST OR CONNECTION

There were no declarations of interest or connection.

4. MINUTES OF PREVIOUS MEETING

The minute of the Finance and Infrastructure Committee meeting held on 9 September 2025 was approved as an accurate record.

5. MATTERS ARISING

B Lawrie confirmed that all outstanding Matters Arising were updated.

6. FINANCE ITEMS

6.1. FINANCIAL SUSTAINABILITY

B Lawrie proposed not going into great detail around this as proposals are operational and all noted within the detailed papers shared with Board members. B Lawrie noted these were excellent papers and well written and presented. It was also noted the progress made and speed that the situation is moving and the financial picture (whilst still challenging) was improving.

S Hewitt noted that no one wants to be in this position, but progress was being made and the picture had moved even since the meeting papers were issued. S Hewitt stated that the savings being achieved won't make an instant impact but will help towards future sustainability. Further VS applications had been received and the College remained on track to achieve the savings target identified.

S Hewitt noted the team are looking at options with Saltire Centre with Angus Council and Angus Alive. Government concerned about closing nurseries were also noted, alongside the possibility that some additional funding might be available to help support colleges with nurseries. S Hewitt noted the shift in narrative this time around and that colleges will be mentioned and recognised in the Scottish budget and that flat cash is no longer an option.

G Bell noted his thanks to the senior team for the ongoing work that is happening and gave credit for the College still operating as normal during this challenging savings plan. G Bell asked what the plan is for an improved credit model. S Hewitt noted that proposals have been sent to Scottish government but any changes were not clear.

S Hewitt will pass thanks on to Senior Team as they are working extremely hard under challenging circumstances.

The detailed savings paper, progress made and update was noted.

6.2. 2025/26 BUDGET UPDATE REPORT

N Anderson provided an update on the 2025/26 Budget Update Report, noting progress with the Sustainability savings plan set out in paragraph 3. N Anderson noted the College have identified baseline savings of £1.3m in 2025/26 rising to £2.5m in 2026/27 and £2.6m in 2027/28. This is after the first savings paper was issued for consultation. The second and final consultation is now closed, and during the first week in December we will have final decisions on the remaining proposed savings. This would be updated at the 9 December Board meeting.

N Anderson added the key issue for the Committee to note is that the 2025/26 budget is unlikely to reduce from the current £2.3m deficit because the cost of voluntary severance is likely to offset any in year salary savings made. The College is in discussions with the SFC around the cashflow implications of this and potentially drawing funds in advance if necessary. Still expect cash balances to fall to around £1.6m by 31 July.

Even with all this, re-setting the College finances to achieve medium to long term financial sustainability for the sector will not be possible without a change to sector funding and/or our credits target and we are in discussion with the SFC around this.

6.3. BUDGET MONITORING REPORT AT 31 OCTOBER 2025

N Anderson noted current projections are just £5k less than the deficit budget of £2.348m. The senior team will revise the budget in December to include the savings identified and monitor against that in the coming months.

6.4. DRAFT TUITION FEES 2026/27

N Anderson summarised the reviewed tuition fees, recommending they remain as they were for 2025/26 with the exception of an increase to the charge for part time single credits from £140 to £150 and the introduction of a £250 administration charge for international applicants, which would be deducted from course fees.

The changes and introduction of the international fee were welcomed.

S Taylor noted that the standard HE tuition fees set by the government have remained the same for 16 years.

The revised fees were approved by the Committee.

7. INFRASTRUCTURE VISION UPDATE

S Hewitt presented an Infrastructure Vision update, however due to the visuals used this remains confidential at this time and not for wider circulation.

Good progress was being made towards the first draft of an outline business case (OBC) for discussion with the Board and background work on possible funding models and approaches to joint delivery of employability services were also being progressed.

The update was welcomed and B Lawrie noted that recent information provided to the D&A Foundation has also been welcomed.

R Young highlighted opportunities to visit other recent education infrastructure projects and S Hewitt welcomed this.

Timelines and next stages towards completion of the feasibility work and creation of an OBC were noted.

The progress and update were welcomed.

8. ESTATES UPDATE

B Grace summarised the Estates Update provided. C Smith asked what the trigger point for RAAC is, and when campuses are likely to be unusable. B Grace confirmed that the campuses can still operate however a Plan B is challenging, as there is no other single sites within Dundee that the College can move to, before the infrastructure project.

B Lawrie asked about the Health and Social care facility. B Grace confirmed the level of spend of 200K on infrastructure and 300k on equipment, and this is in line with the Gardyne infrastructure project.

The update was welcomed.

9. PROCUREMENT

9.1. ANNUAL PROCUREMENT REPORT

N Anderson introduced the annual report for noting and summarised key points. Procurement Report presents a summary of our procurement activity and compliance during 2024/25. (Total procurement spend has reduced by approximately 33% compared to 2024/25 with 46% of that being with small and medium enterprises.) N Anderson confirmed all regulated procurements were compliant and in line with our procurement strategy.

B Lawrie noted that the report is not for approval but was welcome.

9.2. PROCUREMENT UPDATE

N Anderson provided a summary of the procurement update and all required approvals were confirmed.

9.3. PROCUREMENT STRATEGY

N Anderson summarised the document for approval, adding the strategy is reviewed annually to ensure it complies with relevant legislation and College priorities. No significant changes were required as a result of this year's review.

B Lawrie noted the improved document is better and clarifies college objectives.

The strategy was approved by the Committee.

10. STRATEGIC RISK REGISTER

S Taylor confirmed that following discussions at the Audit & Risk Committee, there are no changes to the Strategic Risk Register at present. However, Financial Sustainability remains a high risk at this stage.

The report was approved.

11. SUPPORT SERVICES REPORT

N Anderson acknowledged the report for noting and highlights three helpful reports in terms of financial security - SFC Financial sustainability, Audit Scotland and Colleges Scotland - all helpful reports in terms of supporting Colleges messaging on the current financial position of the sector.

Report was welcomed by Committee in terms of highlighting activity and the additional funding.

12. DATE OF NEXT MEETING – Tuesday 24 February 2026, 5.00pm K-TO-624, Kingsway Campus

Action Point Summary

Action	Responsibility	Date
No actions noted		