



**MINUTES OF THE FINANCE AND RESOURCES COMMITTEE MEETING HELD
ON 19 MARCH 2025 AT 1.00 PM IN T108, AT THE ROUNDHOUSE**

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MINUTES OF THE FINANCE AND RESOURCES COMMITTEE MEETING HELD ON 19 MARCH 2025 AT 1.00 PM, IN T108 AT THE ROUNDHOUSE

Present: Martyn Marples (Chair), Andrew Cochrane, Mandie Stravino

In attendance: Jo Clifford, Heather Kelly, Claire Love, Rose Matthews (Clerk)

		Action	Date
11/24-25	APOLOGIES FOR ABSENCE There were no apologies from Members.		
12/24-25	DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM All members were eligible, the meeting was confirmed to be quorate. The Committee Chair declared a potential interest in the future as his wife worked for the auditors of the East Midlands Combined County Authority.		
13/24-25	MINUTES OF THE PREVIOUS MEETING HELD ON 4 DECEMBER 2024 RESOLVED: The minutes of the meeting held on 4 December 2024 were approved as a true and accurate record.		
14/24-25	MATTERS ARISING		
08/24-25	The CFO and FD had agreed the future presentation of the management accounts.		
15/24-25	FINANCE REPORT – MANAGEMENT ACCOUNTS, INCLUDING <ul style="list-style-type: none">• MANAGEMENT ACCOUNTS• ACADEMY REPORT (INC PAY ANALYSIS)• CAPITAL REPORT The CFO shared the financial performance to Period 6, which included financial KPIs and targets. Outturns and risks had been reviewed and updated following a reforecasting exercise with all budget holders.		

The EBITDA position was positive with the year to date surplus strong, which had been influenced by the release of capital grants. Key movements between period 5 and 6 were discussed.

Tailored learning was discussed, particularly the unregulated courses that funding cannot be claimed for and the Governors debated with the Executive the financial v moral dilemma and the impact on future years.

Apprenticeships were looking strong in terms of financial performance.

Education contracts related to high needs funding from the local authority, the College had experienced a substantial increase in students with high needs, which the local authority had agreed to fund. The College is currently negotiating the appropriate rate.

The Corporation Chair asked if there was anything here that management were not comfortable with. Discussions took place with the Executive around this and the areas with smaller numbers. **The Committee Chair asked if the College were the first or last choice for those areas.** It depended on the employer, for some courses DCG were the only organisation qualified to deliver it, in that instance where would they go to get their workforce qualified, other examples were part of a strategy to engage with those employers.

At the moment some of the better performing areas were handing

Governors discussed devolution, the combined authority funding, which comes into effect next academic year and the Youth Guarantee, the challenges with supporting those students below level 3 on adult courses.

RESOLVED: The Committee monitored the financial position through the Management Accounts.

16/24-25 PROCUREMENT REPORT

The CFO provided an update on the latest position with regards to the renewal and extension of existing contracts.

Following a full competitive tendering exercise via the established compliant framework agreement for contracts over the value of £150,000 approval was sought for the Mechanical and Electrical services to be awarded to Dalkia from 1st May 2025 for a period of two years with an option to extend for a further three years.

The current contract for bus services expires on 31 July 2025 and has an option to extend for a further 12 months at a value of £256,000. It was proposed to extend the contract with Notts and Derby for a further 12 months until 31 July 2026.

The contract for static and mobile manned security services expires on 1 May 2025 with Constant Security, it was proposed to extend until 30 April 2026.

The Chair noted there was a number of suppliers on the tender framework for Mechanical and Electrical Services, but asked why more didn't apply. The CFO explained TUPE transfer was included and because of the in-house people it was difficult to calve into lots. It may have required greater resource internally to manage the contracts. The College had also secured better terms and conditions and service management.

RESOLVED: The Finance and Resources Committee recommended the Corporation approve:

Chair 31/03/25

- Award of mechanical and electrical services contract to Dalkia from 1st May 2025 for a period of two years with an option to extend for a further three years.
- Extension of college bus services contract with Notts and Derby for a further 12 months until 31st July 2026.
- Extension of college security services with Constant Security for a further 12 months until 30th April 2026.

17/24-25 SUB-CONTRACTING REPORT

The CFO presented the Sub-contracting report which provided an update on sub-contractor performance for 2024-25.

The College currently worked with five sub-contractors. Year to date performance was currently good with positive outcomes forecast for the current year, which were outlined in more detail in the report. At the point of awarding the contracts a sum was held back to be released subject to performance.

It was proposed to complete the following contract variations, which exceeded the original holdback but would offset the risk of any underperformance from individual partners:

Subcontractor	Original Contract	Percentage delivered at P6	Revised Contract	Variation
Tempus Training	£500,000	46%	£560,000	£60,000
Skills College	£400,000	73%	£480,000	£80,000
The Construction Skills People	£300,000	50%	£360,000	£60,000
				£200,000

In addition to the original holdback an extra £100,000 contract increase was proposed. The proposed increase in allocation did not change the educational rationale for sub-contracting.

The budget will come through EMCCA next year and it is proposed to continue with the adult partners for another year, subject to due diligence and performance checks. It was noted one partner had put a bid in direct to EMCCA.

The Corporation Chair asked if there was any indication of the budget from EMCCA. They had indicated it would be the same but will include a top slice for bureaucracy.

The Committee Chair asked if sub-contractors were now performing and recalled some years ago when they were not. The CFO explained the College worked with their strategic partners to deliver. There had been one risk with an employer provider which had been taken over by a larger group, but the numbers had been maintained.

RESOLVED: The Committee accepted the recommendations for the sub-contracting allocations outlined above and the Corporation were asked to approve in addition to the original holdback of £100,000, an extra £100,000 contract increase. and recommended to the Corporation for approval.

18/24-25 TREASURY MANAGEMENT REPORT

The Finance Director presented the Treasury Management Report to Period 6.

She highlighted a key change since the last report which related the interest rate on the College loan which had dropped and presented a low risk.

The College were compliant with covenants, but a key consideration was capital expenditure between now and the year end and it was noted capital and timings did need monitoring.

The Committee Chair questioned the Debt Service Cover which was just above the covenant level. Possible options were discussed in relation to this and it would be monitored closely with IT and Estates.

The Corporation Chair asked if there was any mileage in paying the loan. This was discussed and debated by the Members and Officers with rationales. The CFO had been asked to produce a Strategic Options Paper for the Executive.

RESOLVED: The Committee accepted the Treasury Management Report.

19/24-25 FINANCE POLICY REVIEWS:

- FINANCIAL REGULATIONS
- PROCUREMENT AND TENDERING REGULATIONS

The Committee reviewed the updated Financial Regulations and Procurement and Tendering Regulations and key changes were discussed, both had been aligned with the same thresholds and levels.

Members asked how this would be shared with the teams.
The policies would be rolled out through the policy portal and

awareness raising through the Operations Manager meetings or through CPD.

The Chair requested some minor typos be updated ahead of sharing with the Corporation.

RESOLVED: The Committee recommended the Financial Regulations and Procurement and Tendering Regulations to the Corporation for approval.

The Chair noted it would be the Finance Directors last meeting and thanked her for her on behalf of the Committee and wished her the best of luck for the future.

Chair

31/03/25

The meeting finished at 12.15 pm