

Public Services Reform (Scotland) Act 2010

Section 31: Duty to provide information on certain expenditure incurred during 2016/2017.

The Standards Commission for Scotland incurred expenditure, detailed below, which relates to the categories stated within Section 31 of the Public Services Reform (Scotland) Act 2010 during the financial year ending 31 March 2017.

| Section 31 (2) Expenditure | | |
|---|---|-------------------------------|
| (a) Public Relations | | |
| Payee | Description | Annual Expenditure (£) |
| MC Squared | Design services in support of the development of the Standards Commission's corporate publications. | 1783.40 |
| Survey Monkey | Conduct Surveys | 300.00 |
| 1&1 Internet | Email Services & Domain Name Registration | 158.44 |
| MTC Media | Website | 570.00 |
| SUB TOTAL | External PR Expenditure | 2811.84 |
| | Internal PR Expenditure – see explanatory note 1 | 3697.00 |
| | TOTAL | 6508.84 |
| (b) Overseas Travel | | |
| Description | | Annual Expenditure (£) |
| None | | 0.00 |
| (c) Hospitality and Entertainment | | |
| Payee | Description | Annual Expenditure |
| None | | 0.00 |
| (d) External Consultancy | | |
| Payee | Description | Annual Expenditure |
| None | | 0.00 |
| Section 31 (3) Payments in Excess of £25,000 | | |
| Individual Payment greater than £25,000 | | |
| Description | | Annual Expenditure (£) |
| None | | 0.00 |
| Multiple Payments greater than £25,000 | | |
| Description | | Annual Expenditure (£) |
| None | | 0.00 |
| Section 31 (4) Members or employees who received remuneration in excess of £150,000. | | |
| Description | | Annual Expenditure (£) |
| None | | 0.00 |

Note 1: Internal staff costs on public relations have been calculated as follows:

- Total staff costs including ERNIC, employer contributions, staff and temporary staff costs are £152,298.
- During 2016/17 the Standards Commission for Scotland employed 2.81 full time equivalent staff giving 618 person days available in the year. Therefore the average daily rate is £246.
- Some of the work undertaken by the Standards Commission may include an element which falls within the definition of public relations contained within the Scottish Government guidance on compliance with the Public Services Reform (Scotland) Act 2010. It is not possible to identify the definitive amount of time allocated to this category but it is estimated that the Standards Commission spent approximately 15 days on “public relations” during 2016/17. This primarily relates to the provision of support to external training events which align with the Standards Commission’s statutory functions.
- The estimated salary cost is £3,697.



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2 August 2017

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