

## **Scottish Children’s Reporter Administration information in compliance with the Public Services Reform (Scotland) Act 2010.**

The Public Services Reform (Scotland) Act 2010 (the Act) came into force on 1 October 2010. Sections 31 to 32 of Part 3, places duties on public bodies to provide and publish information on certain expenditure and exercise of functions. The Act names Scottish Children’s Reporter Administration along with other named public bodies to publish information on:

- Expenditure in relation to:
  - Public relations;
  - Overseas travel;
  - Hospitality and entertainment ;
  - External consultancy.
- Payments with a value in excess of £25,000.
- Members or employees who received remuneration in excess of £150,000.
- Sustainable growth.
- Efficiency, economy and effectiveness.

### **Expenditure in relation to public relations**

Scottish Children’s Reporter Administration does not engage the services of external public relations consultants and does not have a dedicated public relations team, but a communications team who manage both internal and external communications for the Administration. A review of the costs of communications in the year to 31<sup>st</sup> March 2018 indicates expenditure of £6,480.

### **Expenditure in relation to overseas travel**

In the financial year ended 31<sup>st</sup> March 2018 Scottish Children’s Reporter Administration incurred no expenditure on overseas travel.

### **Expenditure in relation to hospitality and entertainment**

Scottish Children’s Reporter Administration is committed to spending the public money it receives properly, efficiently and effectively. Expenditure by Scottish Children’s Reporter Administration in relation to hospitality and entertainment is very small and is primarily incurred in the provision of refreshments for staff and Children’s Hearing Panel Members. In the financial year ended 31<sup>st</sup> March 2018 Scottish Children’s Reporter Administration incurred expenditure of £12,610 in the provision of hospitality and entertainment.

### **Expenditure in relation to external consultancy**

The Scottish Government defines ‘consultancy’ as including a wide range of professional services such as management consultancy, IT consultancy, financial consultancy, construction and infrastructure related consultancy, research and

evaluation and policy development. It does not include outsourcing or buying in technical or specialist services such as legal advice and representation or recruitment services. Therefore the expenditure contained in this section reflects this definition of external consultancy. Scottish Children's Reporter Administration incurred expenditure of £28,028 on consultancy in the financial year ended 31<sup>st</sup> March 2018.

### Payments which have a value in excess of £25,000

The Public Services Reform (Scotland) Act 2010 requires Scottish Children's Reporter Administration to publish a regular statement of payments made during the financial year which have a value in excess of £25,000. In the financial year ended 31<sup>st</sup> March 2018 Scottish Children's Reporter Administration incurred the following payments in excess of £25,000.

Date	Subject matter	Supplier	£
14/12/2017	ICT	Scottish Government	722,008
29/03/2018	ICT	Leidos Innovations UK Ltd	487,346
13/07/2017	Pension	Falkirk Council	473,567
12/02/2018	Tax	HMRC	462,066
13/07/2017	Tax	HMRC	313,242
17/08/2017	Tax	HMRC	312,242
15/03/2018	Tax	HMRC	310,109
09/11/2017	Tax	HMRC	309,027
12/10/2017	Tax	HMRC	308,534
14/12/2017	Tax	HMRC	305,590
10/05/2017	Tax	HMRC	304,486
11/01/2018	Tax	HMRC	304,298
13/09/2017	Tax	HMRC	303,904
15/06/2017	Tax	HMRC	302,581
13/04/2017	Tax	HMRC	301,624
15/03/2018	Pension	Falkirk Council	300,555
12/02/2018	Pension	Falkirk Council	246,218
10/05/2017	Pension	Falkirk Council	244,255
09/11/2017	Pension	Falkirk Council	243,395
12/10/2017	Pension	Falkirk Council	242,565
17/08/2017	Pension	Falkirk Council	242,425
13/04/2017	Pension	Falkirk Council	241,739
11/01/2018	Pension	Falkirk Council	241,393
15/06/2017	Pension	Falkirk Council	240,425
13/09/2017	Pension	Falkirk Council	240,211
14/12/2017	Pension	Falkirk Council	239,005
15/02/2018	ICT	Open Text UK Ltd	103,632
23/11/2017	ICT	HP Inc Ltd	88,685
22/02/2018	Rent	BNP Paribas	87,315
04/05/2017	Rent	BNP Paribas	86,791
24/08/2017	Rent	BNP Paribas	86,791
26/10/2017	Rent	BNP Paribas	86,791
04/05/2017	Rent	Workman And Partners	83,664
07/02/2018	Rent	Workman And Partners	78,746
21/04/2017	Non-domestic rates	Glasgow City Council	78,521
14/12/2017	Rent	Workman And Partners	76,073

21/04/2017	Non-domestic rates	South Lanarkshire Council	69,618
24/08/2017	Rent	Workman And Partners	69,000
24/08/2017	Rent	Knight Frank LLP	67,303
31/05/2017	Rent	Knight Frank LLP	67,279
23/11/2017	Rent	Knight Frank LLP	67,279
10/08/2017	ICT	Pulsant (South Gyle) Ltd	59,734
04/05/2017	Non-domestic rates Facilities	The City Of Edinburgh Council	56,752
19/10/2017	Management	Carillion Planned Maintenance	51,946
09/11/2017	ICT	HP Inc Ltd	49,781
08/03/2018	ICT Facilities	Open Text UK Ltd	49,391
27/07/2017	Management Facilities	Carillion Planned Maintenance	47,994
15/06/2017	Management	Carillion Planned Maintenance	42,432
22/02/2018	ICT	Insight Direct (UK) Ltd	41,843
18/05/2017	Non-domestic rates	Aberdeen City Council	40,161
21/04/2017	Non-domestic rates	The Highland Council	38,762
31/01/2018	Rent	BNP Paribas	38,426
21/04/2017	Rent	BNP Paribas	37,753
17/08/2017	Rent	BNP Paribas	37,747
09/11/2017	Rent	BNP Paribas	37,747
31/10/2017	Rent	Andrew's Homes (Aberdeen) Ltd	36,000
22/03/2018	ICT	Scottish Government	35,305
21/04/2017	Non-domestic rates	Dundee City Council	33,702
21/04/2017	Non-domestic rates	Stirling Council	30,750
06/04/2017	ICT	Sopra Steria	30,600
22/06/2017	Non-domestic rates	Fife Council	29,917
04/05/2017	Non-domestic rates	Fife Council	29,731
13/04/2017	ICT Facilities	Scottish Government	29,727
06/07/2017	Management	Carillion Planned Maintenance	29,041
13/04/2017	Printing	Ricoh UK Ltd	28,296
31/05/2017	Legal	Anderson Strathern LLP	28,061
30/11/2017	Consultancy	BDO LLP	27,351
21/04/2017	Non-domestic rates	Aberdeen City Council	27,306
17/08/2017	Non-domestic rates Facilities	West Lothian Council	26,772
04/05/2017	Management	Carillion Planned Maintenance	26,461
09/11/2017	Pension	Falkirk Council	25,282

### Remuneration in excess of £150,000

The Public Services Reform (Scotland) Act 2010, section 31(4) requires listed public bodies to publish a statement specifying the number of individuals (if any) who received remuneration during that financial year in excess of £150,000. No member of staff of Scottish Children's Reporter Administration received remuneration in excess of £150,000 for the financial year 2017/18.

## Sustainable Growth

All SCRA's activity works towards achieving SCRA's vision of "working collaboratively to ensure that vulnerable children and young people in Scotland are safe, protected and offered positive futures" – and the Scottish Government's overall purpose for government.

SCRA's 2017-20 Corporate Plan explains our vision and strategic direction over the period, based on achieving three outcomes:

- **A progressive, user focused service** (anticipating and meeting the needs, expectations and concerns of all children, young people and their families that come into contact with us);
- **High quality decisions** (ensuring that we consistently achieve the stretching professional standards that we set for ourselves); and
- **Effective collaboration** (enhancing alignment of our activity with that of other agencies with whom we work to jointly progress core areas of activity).

In working to deliver these outcomes, SCRA sets out six categories of enabling strategies and plans:

- Corporate Parenting Plan
- Workforce and Organisational Development Strategy
- Digital & Information Technology Strategy
- Practice & Policy Strategy
- Finance & Physical Resources Plans
- Equalities Strategy.

SCRA recognises the need to operate within the Scottish Government's corporate expectations of public bodies, particularly in aligning to the National Performance Framework, and has considered this in the construction of the Corporate Plan. Of the 16 national outcomes that the Government sets out, SCRA contributes directly to six of these, as described in the Plan. We recognise the potential for the National Outcomes to change over time, and that this would require us to adjust our strategic approach as appropriate to ensure we contribute fully.

## Efficiency, economy and effectiveness

The Public Services Reform (Scotland) Act 2010, section 32(1)(b) requires listed public bodies to publish a statement in relation to efficiency, effectiveness and economy as soon as possible after the end of the financial year.

Ministers have stated that they expect every public body to deliver efficiency savings of at least 3% and to report publicly on the actions taken and the results achieved. SCRA's efficiency target for 2017-18, based on 2016-17 Departmental Expenditure Limit (DEL), was £639k being 3% of the approved level of GIA of £21,300k. An Efficiency Delivery Plan for 2017/18 was approved by the Board in June 2017.

Procurement savings have been achieved by increased usage of Scottish Government Frameworks giving savings of £402k. However these are not savings which reduce SCRA's costs or help SCRA to operate within the approved level of Grant in Aid so are not included in the table below.

SCRA continues to provide shared services to Children’s Hearings Scotland. Other income is generated from surplus property and seconded staff. Year on year changes in net income will be captured in efficiency reports.

Efficiencies within the Property estate are now only recognised in the year they are achieved. The Income over budget efficiency saving of £67k includes some additional income from letting of surplus or vacant space.

In the year to 31st March 2018 the Scottish Children’s Administration secured efficiency savings of £118k as follows:

	2017-18 £000
Translation & Interpretation underspend	51
Income over budget	67