

# Public Services Reform (Scotland) Act 2010

**Education Scotland statement 2013 - 2014**

Education Scotland is an Executive Agency of the Scottish Government. Under the duties of the *Public Services Reform (Scotland) Act 2010*, “the Scottish Government and listed public bodies are to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year”. In adhering to the Act, this statement details the expenditure of Education Scotland with regards to:

- payments in excess of £25,000;
- public relations;
- overseas travel;
- hospitality;
- external consultancy;
- remuneration in excess of £150,000;
- sustainable growth; and
- efficiency, economy and effectiveness

### Payments in excess of £25,000

| <b>Company</b>                         | <b>Description</b>          | <b>Amount</b> |
|--|-----------------------------|---------------|
| Thus Limited part of Vodafone Group    | Glow                        | 32,806.67     |
| Graham & Sibbald                       | Rent                        | 29,443.45     |
| Misco UK Limited                       | Computer Equipment          | 29,152.51     |
| Dell Computer Corporation Limited      | Computer Equipment          | 51,987.60     |
| RM Education plc                       | Glow                        | 46,162.80     |
| Thus Limited part of Vodafone Group    | Glow                        | 43,004.30     |
| XMA Limited                            | Computer Equipment          | 32,608.80     |
| West Lothian Council                   | Rates                       | 199,939.50    |
| Dell Computer Corporation Limited      | Computer Equipment          | 51,987.60     |
| Phoenix Software Limited               | Software Licences           | 87,436.80     |
| Ramin Eitan Musa Sabi                  | Rent                        | 131,844.30    |
| Phoenix Software Limited               | Software Licences           | 52,289.30     |
| RM Education plc                       | Glow                        | 182,640.00    |
| Thus plc                               | Glow                        | 1,958,951.58  |
| RM Education plc                       | Glow                        | 133,878.00    |
| Graham & Sibbald                       | Rent                        | 35,332.14     |
| RM Education plc                       | Glow                        | 182,640.00    |
| Graham & Sibbald                       | Rent                        | 35,332.14     |
| Trinity Mirror Publishing Limited      | Exhibitions & events        | 30,000.00     |
| Scottish Water Business Stream Limited | Water & Sewerage            | 42,584.08     |
| Phoenix Software Limited               | Software Licences           | 71,931.19     |
| Parcelforce Worldwide                  | Postage Costs               | 32,702.96     |
| Ramin Eitan Musa Sabi                  | Rent                        | 131,844.30    |
| Hewlett Packard Limited                | Software Licences           | 35,678.40     |
| Janet (UK)                             | Interconnect infrastructure | 623,934.00    |
| RM Education plc                       | Glow                        | 434,400.00    |
| Ramin Eitan Musa Sabi                  | Rent                        | 131,844.30    |
| RM Education plc                       | Glow                        | 133,878.00    |
| Glasgow City Council                   | Rates                       | 244,920.00    |

|   |                           |            |
|---|---------------------------|------------|
| Specialist Computer Centres plc                 | IT Support                | 70,988.14  |
| RM Education plc                                | Glow                      | 440,400.00 |
| RM Education plc                                | Glow                      | 440,400.00 |
| Ramin Eitan Musa Sabi                           | Rent                      | 131,844.30 |
| Innovation Digital                              | IT Support                | 26,460.00  |
| RM Education plc                                | Glow                      | 269,808.00 |
| Specialist Computer Centres plc                 | IT Support                | 34,000.07  |
| Trinity Mirror Publishing Limited               | Exhibitions & events      | 30,000.00  |
| Phoenix Software Limited                        | Software Licences         | 72,648.58  |
| Phoenix Software Limited                        | Software Licences         | 82,551.30  |
| Phoenix Software Limited                        | Software Licences         | 104,578.60 |
| RM Education plc                                | Glow                      | 182,640.00 |
| Dell Computer Corporation Limited               | Computer Equipment        | 28,015.20  |
| RM Education plc                                | Glow                      | 440,400.00 |
| Phoenix Software Limited                        | Software Licences         | 28,786.96  |
| RM Education plc                                | Glow                      | 133,878.00 |
| O2 (UK) Limited                                 | Telecoms/ broadband       | 88,913.70  |
| Dell Computer Corporation Limited               | Computer Equipment        | 48,560.74  |
| Amor Business Technology Solutions Limited      | IT Support                | 26,520.00  |
| MITIE Cleaning & Environmental Services Limited | Accommodation Maintenance | 44,728.87  |
| RM Education plc                                | Glow                      | 440,400.00 |
| Expotel Hotel Reservations Limited              | Exhibitions & events      | 29,716.01  |
| Just2easy Ltd                                   | IT Support                | 33,810.00  |
| Storm ID Limited                                | IT Support                | 33,000.00  |
| Trinity Mirror Publishing Limited               | Exhibitions & events      | 84,000.00  |
| Intrallect Limited                              | IT Support                | 120,000.00 |
| Rocket Exhibitions & Events Limited             | Exhibitions & events      | 46,195.20  |
| RM Education plc                                | Glow                      | 440,400.00 |
| City of Edinburgh Council                       | Grant                     | 59,879.65  |
| North Lanarkshire Council                       | Grant                     | 48,542.58  |
| Scran Limited T/A RCAHMS Enterprises            | Grant                     | 60,000.00  |
| Scottish Disability Sport                       | Grant                     | 37,500.00  |
| Glasgow City Council                            | Grant                     | 50,212.57  |
| Moray Council                                   | Grant                     | 44,590.00  |
| Scottish Disability Sport                       | Grant                     | 37,500.00  |
| North Lanarkshire Council                       | Grant                     | 66,650.00  |
| North Lanarkshire Council                       | Grant                     | 33,461.50  |
| Scottish Book Trust                             | Grant                     | 30,000.00  |
| Scottish Disability Sport                       | Grant                     | 45,500.00  |
| Expotel Hotel Reservations Limited              | Exhibitions & events      | 32,846.40  |
| Scran Limited T/A RCAHMS Enterprises            | Grant                     | 65,000.00  |
| Heriot-Watt University                          | Grant                     | 100,000.00 |
| Heriot-Watt University                          | Grant                     | 100,000.00 |
| Mirage Television Productions                   | Filming                   | 27,572.64  |

|  |                      |            |
|--|----------------------|------------|
| Expotel Hotel Reservations Limited                   | Exhibitions & events | 25,099.60  |
| RM Education plc                                     | Glow                 | 440,400.00 |
| RM Education plc                                     | Glow                 | 440,400.00 |
| Thus plc   | Glow                 | 64,476.14  |
| RM Education plc                                     | Glow                 | 440,400.00 |
| Global Experience Specialists Limited                | Exhibitions & events | 25,499.64  |
| Fife Council   | Grant                | 50,000.00  |
| Workers Educational Association (Scotland)           | Grant                | 72,500.00  |
| Workers Educational Association (Scotland)           | Grant                | 72,500.00  |
| Lead Scotland  | Grant                | 35,625.00  |
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| Lead Scotland  | Grant                | 35,625.00  |
| Lead Scotland  | Grant                | 35,625.00  |
| Culture & Sport Glasgow t/a Glasgow Life             | Grant                | 25,048.00  |
| Lead Scotland  | Grant                | 35,625.00  |
| Scran Limited T/A RCAHMS Enterprises                 | Grant                | 65,000.00  |
| Twig World Limited                                   | Glow                 | 276,000.00 |
| Glasgow City Council                                 | Grant                | 85,700.00  |
| Scottish Schools Education & Research Centre (SSERC) | Grant                | 33,750.00  |
| Twig World Limited                                   | Glow                 | 138,000.00 |
| Fife Council   | Grant                | 30,000.00  |
| City of Edinburgh Council                            | Grant                | 43,230.00  |
| Heriot-Watt University                               | Grant                | 100,000.00 |
| Freakworks Limited                                   | Filming              | 41,892.00  |

## Public relations

Public relations costs covers all external communications, including the cost of in-house and contracted staff and consultants.

|                             | £                   |
|-----------------------------|---------------------|
| Marketing                   | 29,349.67           |
| Conferences and exhibitions | 539,384.30          |
| Publications                | 99,947.94           |
| Education Scotland website  | 146703.23           |
| Press services              | 33,040.46           |
| Gaelic Awards               | 9,600.00            |
| Scottish Education Awards   | 123,600             |
| Staff costs                 | 129,765.26          |
| <b>Total</b>                | <b>1,111,390.86</b> |

## Overseas travel

The table below lists the visits made by Education Scotland staff during 2013-14. Where there is no cost, any outlay has been met by the organising body.

| Overseas destination | Date           | Reason for travel  | Cost £   |
|----------------------|----------------|--|----------|
| France               | April 2013     | OECD meeting (2 staff)   | 1,383.84 |
| Switzerland          | May 2013       | CIDREE : CEO meeting   | 740.32   |
| Slovakia             | June 2013      | SICI Conference  | 652.21   |
| Hungary              | June 2013      | Learning group –‘CPD for Adult literacies tutors’ (3 staff)                                      | 2,240.34 |
| Netherlands          | June 2013      | Conference –‘Curriculum development in PE and health across Europe’                              | 959.93   |
| Turkey               | September 2013 | Conference – ‘Creativity and innovation in educational research’                                 | 1,270.43 |
| Netherlands          | September 2013 | Conference –‘Arts and Cultural Education’  | 697.12   |
| Switzerland          | September 2013 | UNESCO- ‘Key curricular and learning issues in the post 2015 development agenda’                 | 651.38   |
| China                | October 2013   | ‘Leading School Development’ conference in China (Paid by British Standard Council)              | 0        |
| Portugal             | October 2013   | European Conference on ‘Curriculum Studies’  | 706.68   |
| Denmark              | October 2013   | 4th European Conference on ‘Health Promoting Schools’  | 381.65   |
| Poland               | October 2013   | Leadership Conference  | 359.86   |
| Netherlands          | October 2013   | CIDREE Conference  | 501.34   |
| Sweden               | November 2013  | European Agency for Development in Special Needs Education                                       | 162.43   |
| France               | November 2013  | AEA European Conference (2 staff)  | 2,551.88 |
| Netherlands          | November 2013  | CIDREE Conference  | 298.98   |
| Czech republic       | November 2013  | SICI conference  | 564.56   |
| Belgium              | November 2013  | European Agency for Developments in Special Needs  | 947.78   |
| Norway               | November 2013  | EBSN Conference  | 335.60   |
| Netherlands          | November 2013  | CIDREE Yearbook 2013 launch: Balancing Curriculum Regulation and Freedom across Europe (2 staff) | 834.12   |
| Norway               | December 2013  | Norwegian Directorate for Education and Training   | 452.24   |

|             |               |  |                  |
|-------------|---------------|--|------------------|
| Malawi      | December 2013 | Building Capacity in Malawi (2 staff)                              | 5,681.51         |
| Norway      | December 2013 | Meeting with Senior Team of Norwegian Directorate (5 staff)        | 2,602.67         |
| Netherlands | January 2014  | CIDREE Board Meeting   | 196.54           |
| Indonesia   | January 2014  | ICSEI Conference   | 3,773.39         |
| Malawi      | January 2014  | Building Capacity in Malawi  | 1,565.00         |
| Netherlands | February 2014 | Conference – ‘Arts and Cultural Education’ (2 staff)               | 734.17           |
| India       | February 2014 | Conference – ‘Reconstructing the landscape of educational leaders’ | 0                |
| Belgium     | March 2014    | CIDREE – ‘Assessment of Competency Based Learning’                 | 492.14           |
| France      | March 2014    | British Council study trip (2 staff)                               | 687.95           |
| Malta       | March 2014    | SICI conference (2 staff)  | 2,418.73         |
| Romania     | March 2014    | Leonardo Lifelong Learning Programme                               | 719.52           |
|             |               | <b>Total</b>   | <b>35,564.31</b> |

### Hospitality

A total of £74,686.26 (£66,623.62 in 2012-13) was spend on provision of catering/ hospitality at Education Scotland hosted meetings and events for the year 1 April 2013 to 31 March 2014.

### External Consultancy

£2,210 was spend on the cost of employing an external consultant to conduct an organisational review.

### Remuneration in excess of £150,000

No staff received remuneration in excess of £150,000.

### Sustainable Growth

Education Scotland is committed to the following year on year targets;

- a. a reduction of greenhouse gas emissions;
- b. a reduction of waste generated;
- c. an increase in waste recycled;
- d. a reduction of work miles travelled for Education Scotland staff;
- e. a reduction in water usage

### Greenhouse gas emissions

2013-14 is the first year of non-financial information being available for all offices as not all Education Scotland’s predecessors bodies captured this information. All

electricity tariffs have been moved to renewable sources of supply. Overall expenditure on energy fell from £85k in 2012-13 to £78k in 2013-14.

#### Waste

Waste recycling stations have been placed in office kitchen areas. Overall tonnage of waste has decreased from 2012-13 to 2013-14 and recycled waste has increased.

#### Travel

Travel costs have increased in 2013-14 from the position in 2012-13. The main reason for this is because we funded travel costs of non Education Scotland staff for projects which arose from ministerial commitments made during the year. For example, the travel costs of staff and pupils attending events to develop PE education in schools. When travel costs of non Education Scotland staff are excluded the travel costs in 2013-14 for Education Scotland staff have remained the same as in 2012-13. Education Scotland continues to encourage the use of public transport for travel. We have video conferencing facilities and webex to allow meetings to take place and to deliver presentations to all our offices without requiring staff travel.

#### Water

Water costs have fallen from 2012-13 to 2013-14. This is the first year where we have been able to get non-financial information on water consumption for all Education Scotland offices and therefore it is not possible to make any meaningful comparison between consumption levels in 2012-13 and 2013-14. Bottled water has now been withdrawn from all offices. This has reduced costs for the organisation and reduced carbon emissions related to delivery of the water.

#### **Efficiency, economy and effectiveness**

During 2013-14 Education Scotland achieved £2.8m in efficiency savings. There was a £0.9m saving in procurement which was attributable to the use of collaborative contracts and from the procurement tendering process. We were able to undertake unfunded commitments costing £1.6m by reallocating and reorganising available resources. We also saved £0.3m by reorganising office accommodation in Glasgow and Aberdeen.

Further information on expenditure for the 2013-14 financial year is available in the 2013-14 annual accounts.