

## 2017-18 Figures

### **SCOTTISH PARLIAMENT TOTAL MEMBERS' EXPENDITURE FOR 2016-17 AND 2017-18**

In 2017-18 the total costs reimbursed to or paid on behalf of Members, or borne by the SPCB on behalf of Members, was £16.160 million. This represented an increase of £0.328 million or 2.1% on the previous year's corresponding figure of £15.832 million.

<b>Scheme</b>	<b>2017-18 (£)</b>	<b>2016-17 (£)</b>	<b>Change</b>	
Expenses	15,594,647	15,266,617	328,030	2.15%
Party Leaders' Allowance	22,656	31,998	(9,342)	(29.20)%
Stationery and Postage Provision	542,404	533,481	8,923	1.67%
Totals	16,159,707	15,832,096	327,611	2.07%

### **DETAILED BREAKDOWN OF SCOTTISH PARLIAMENT EXPENDITURE**

Further details of individual Members' expenses and categories of expense are provided on the MSP expenses section of the Scottish Parliament website.

The following information is reported at an aggregate level only to take account of data protection considerations:

- Salary, pension and national insurance contributions of Members' employees in 2017-18 was £12,340,039 (2016-17: £12,107,575). This included winding up costs for Members' staff of £72,584 in 2017-18 (2016-17: £1,666,776). Please note that a listing of all expenditure by member under the capped Staff Cost Provision Scheme is published for 2017-18. This does not include costs such as ERNIC, pensions or winding up costs which are met by the SPCB as part of the Reimbursement of Members' Expenses Scheme rather than allocated out to individual members.
- Total expenditure on childcare vouchers for 2017-18 was £22,656 (2016-17: £31,997).
- Additional central costs met by the Reimbursement of Members' Expenses Scheme not allocated out to individual Members for Local Office Security Improvements and other security arrangements and centrally organised training was £46,636 in 2017-18 (2016-17: £60,172). Total Members own security related and disability provision expenditure for 2017-18 was £14,405 (2016-17: £13,177).

All other expenditure under the Reimbursement of Members' Expenses Scheme is available on the Members' Expenses Scheme section of the Scottish Parliament website, with detail for individual Members.

## EQUIPMENT, FURNITURE AND OFFICE SUPPLIES

There are arrangements in place for the central provision of equipment, furniture and office supplies to Members, the costs of which are not claimed against expenses. Equipment and furniture is procured for Members' use but remains the property of the SPCB.

## STATIONERY AND POSTAGE PROVISION

Since 1 April 2009, Members may incur costs up to an annual capped limit of £5,500 on some items of postage and stationery. Stationery and postage must be used only for parliamentary duties and must not be used for any other purpose, including party political purposes.

Items such as plain paper and envelopes are provided centrally to Members and do not form part of the capped provision. However, items such as postage – including the pre-paid element, stamps, freepost, courier, parcels, parliamentary headed envelopes, costs of personalising office stationery to Members requirements and the printing of newsletters / surveys / annual reports must be charged to the capped provision up to the maximum annual limit, the Office Costs provision of the Reimbursement of Members' Expenses Scheme or an amalgamation of both.

## EXPENSES RATES

The table below indicates expenses and provision limits for 2017-18 and the previous financial year.

Expenses	Rate	
	2017-18	2016-17
<b>Office Cost Provision</b>	£18,400	£17,900
<b>Staff Cost Provision</b>	£87,300	£85,000
<b>Edinburgh Accommodation</b>		
• Annual Provision	£14,200	£13,800
• Overnight Limit	£156	£152
<b>Overnight Expenses</b>		
• London, Brussels, Strasbourg	£182	£177
• UK (Excluding Greater London)	£156	£152
<b>Surgery Advertising</b>	£1,808	£1,762
<b>Telecommunications</b>	£1,372	£1,337

<b>Mileage</b>		
• Motor Mileage	45p per mile up to 10,000 miles	45p per mile up to 10,000 miles
	25p per mile thereafter	25p per mile thereafter
• Motor Cycle	24p per mile	24p per mile
• Pedal Cycle	20p per mile	20p per mile
<b>Staff Travel Provision</b>		
• No. of journeys	74	74
<b>Party Leaders Allowance</b>		
• Party with 15 to 29 Members	£15,620	£15,224
• Party with 30+ Members	£29,769	£29,015
<b>Winding – Up</b>		
• Office Cost (Constituency Member)	£6,094	£5,940

## PAY RANGE

The 2017-18 table below shows pay ranges for the generic job roles for Members' staff.

<b>Job Groups</b>	<b>Minimum £</b>	<b>Maximum £</b>
Administration level 1 – Admin Assistant	17,237	21,187
Administration level 2 – Admin Officer/Parliamentary Assistant/Constituency Assistant	22,213	25,343
Casework level 1 - Caseworker	20,725	25,343
Casework level 2 – Senior Caseworker	26,573	32,935
Communications level 1 – Communications/Press Officer	20,725	25,343
Communications level 2 – Communications Manager	26,573	32,935
Research level 1 - Researcher	22,777	29,447
Research level 2 – Senior Researcher	30,883	36,423
Management level 1 – Office Manager	26,573	33,755
Management level 2 – Head of Office/Senior	35,443	41,553

Parliamentary Adviser		
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