

## 2019-20 Figures

### **SCOTTISH PARLIAMENT TOTAL MEMBERS' EXPENDITURE FOR 2018-19 AND 2019-20**

In 2019-20 the total costs reimbursed to or paid on behalf of Members, or borne by the SPCB on behalf of Members, was £16.987 million. This represented an increase of £0.183 million or 1.1% on the previous year's corresponding figure of £16.804 million.

<b>Scheme</b>	<b>2019-20 (£)</b>	<b>2018-19 (£)</b>	<b>Change</b>	
Expenses	16,431,595	16,227,772	203,823	1.3%
Party Leaders' Allowance	23,726	18,657	5,069	27.2%
Stationery and Postage Provision	531,735	557,176	(25,441)	(4.6)%
Totals	16,987,056	16,803,605	183,451	1.09%

### **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 2019-20 was £13,221,224 (2018-19: £12,774,217). This included winding up costs for Members' staff of £81,880 in 2019-20 (2018-19: £0). Please note that a listing of all expenditure by member under the capped Staff Cost Provision Scheme is published for 2019-20. 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 2019-20 was £25,106 (2018-19: £37,131).
- 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 £30,478 in 2019-20 (2018-19: £63,808). Total Members own security related and disability provision expenditure for 2019-20 was £19,095 (2018-19: £22,954).

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 2019-20 and the previous financial year.

Expenses	Rate	
	2019-20	2018-19
<b>Office Cost Provision</b>	£19,700	£19,200
<b>Staff Cost Provision</b>	£91,200	£89,100
<b>Edinburgh Accommodation</b>		
• Annual Provision	£15,200	£14,800
• Overnight Limit	£168	£163
<b>Overnight Expenses</b>		
• London, Brussels, Strasbourg	£195	£190
• UK (Excluding Greater London)	£168	£163
<b>Surgery Advertising</b>	£1,929	£1,881
<b>Telecommunications</b>	£1,463	£1,427

<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	£16,383	£16,007
• Party with 30+ Members	£31,130	£30,145
<b>Winding – Up</b>		
• Office Cost (Constituency Member)	£6,567	£6,400

## PAY RANGE

The 2019-20 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	17,987	22,108
Administration level 2 – Admin Officer/Parliamentary Assistant/Constituency Assistant	23,180	26,445
Casework level 1 - Caseworker	21,626	26,445
Casework level 2 – Senior Caseworker	27,729	34,367
Communications level 1 – Communications/Press Officer	21,626	26,445
Communications level 2 – Communications Manager	27,729	34,367
Research level 1 - Researcher	23,768	30,727
Research level 2 – Senior Researcher	32,226	38,007
Management level 1 – Office Manager	27,729	35,223
Management level 2 – Head of Office/Senior	36,983	43,360

Parliamentary Adviser		
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