

**Public Services Reform (Scotland) Act 2010
Duties on Public Bodies to provide information**

1. Public relations expenditure 2022/23

Category	Expenditure £
In-house staff (salary, pension & NICs)	113,744
IT consultants	0
Other PR	31,437
TOTAL	145,181

Analysis of 'Consultant and Other Public Relations (PR)' expenditure

Expenditure type	Amount £	Description of expenditure
PR campaign	781	Social media campaigns
Digital communications	2,523	Subscriptions and licences for iStock, Hootsuite and Adobe stock
Media relations	17,371	Newspaper Licensing Agency, Copyright Licensing Agency and media cutting services
Branding and Design	3,654	Photography
Conference and exhibitions	7,108	Exhibition stands at events and conference partnership
TOTAL other PR	31,437	

2. Overseas travel expenditure 2022/23

There was no overseas travel during 2022/23.

3. Hospitality and entertainment expenditure 2022/23

Category	Amount £
Catering for internal meetings and events	551
Catering for meetings with external attendees	1,795
Catering for training and developments events	3,413
Catering for hearings	0
Total	5,758

4. Consultancy expenditure 2022/23

The expenditure detailed below satisfied the three-part test that determines whether a service is defined as consultancy as per Scottish Government's Scottish Procurement Directorate.

Details	Financial £	General business management £	Total £
CCS Nationwide Ltd – Germany Trace		480	16,800
The Consultation Institute – Future Proofing impact assessment		19,500	15,000
Reed Talent Solutions Limited, trading as Consultancy+ – rewards review scoping		7,801	8,640
EKOS Consulting (UK) Ltd – Digital capabilities research of adult social care workers in Scotland		7,991	5,443
Jumping rivers Ltd – Commissioning to support the WI team in development of reproducible analytical pipelines and Training		7,020	3,960
Grand total		42,792	42,792

5. Single payments over £25,000

There were 37 payments over £25,000 totalling £3,968,132 during 2022/23.

Payment date	Supplier	Subject matter	Invoice amount £
19/05/22	Beamans Limited	JEGS evaluation/ Rewards review	35880
01/06/22	Brodies LLP	Legal fees	42539.4
02/04/22	Edinburgh Napier University	Practice learning funding	44395
26/05/22	Edinburgh Napier University	Practice learning funding	30962
23/02/22	Gamma Network Solutions Limited	Telephone charges	41056.9
26/05/22	Glasgow Caledonian University	Practice learning funding	320799
10/03/22	Glasgow Caledonian University	Practice learning funding	109280
27/10/22	Law Society Of Scotland, The	Practising certificate fees	41822.5
14/04/22	Moray Council	Disbursement payment	35000
14/04/22	North Lanarkshire Council	Disbursement payment	30000
26/05/22	Open University	Practice learning funding	80965
23/02/22	Open University	Practice learning funding	27320
26/05/22	Robert Gordon University, The	Practice learning funding	310421
01/12/22	Robert Gordon University, The	Practice learning funding	133185
28/07/22	Scottish Environment Protection Agency (SEPA)	SWAN services	44982.05
07/04/22	Scottish Government	Quadrant House rent	173448.2
19/05/22	Scottish Government	Quadrant House rent	56624.4
15/09/22	Scottish Government	Quadrant House rent	56624.4
06/10/22	Softcat Limited	ICT Software/Hardware	26756.23
17/11/22	Softcat Limited	ICT Software/Hardware	293135.42
08/12/22	Softcat Limited	ICT Software/Hardware	211668.97
08/12/22	Softcat Limited	ICT Software/Hardware	211668.97
24/11/22	Telefonica Tech UK Business Applications Limited	Telephone & Internet charges	27264.72

15/12/23	Telefonica Tech UK Business Applications Limited	Telephone & Internet charges	86998.83
26/01/23	Telefonica Tech UK Business Applications Limited	Telephone & Internet charges	43439.27
23/02/23	Telefonica Tech UK Business Applications Limited	Telephone & Internet charges	45283.98
26/05/23	University Of Dundee	Practice learning funding	220812
22/12/22	University Of Dundee	Practice learning funding	126355
26/05/22	University Of Edinburgh	Practice learning funding	88807
24/11/22	University Of Edinburgh	Practice learning funding	30735
26/05/22	University Of Stirling	Practice learning funding	94519
10/03/23	University Of Stirling	Practice learning funding	86549.8
26/05/22	University of Strathclyde Glasgow	Practice learning funding	103841
01/12/22	University of Strathclyde Glasgow	Practice learning funding	102450
26/05/22	University of the West of Scotland	Practice learning funding	120199
01/12/22	University of the West of Scotland	Practice learning funding	51225
23/02/23	XMA Limited	ICT Hardware	381118.02

6. Cumulative payments over £25,000

There were 35 suppliers where cumulative payments exceeded £25k. 19 of these, noted under the 'Comments' column below also appear on the single payment list in section 5 above. The total expenditure for these suppliers includes the single payments exceeding £25k listed above.

Number of payments	Trading partner	Subject matter	Cumulative total £	Comments
35	Alistair Murdoch (LQC)	Hearing panel attendance fee	42,050	
10	Alyson Forbes	Hearing panel attendance fee	29,700	
31	Anderson Strathern LLP	Legal fees	71,612	
19	Balfour and Manson LLP	Legal fees	26,400	
4	Beamans Limited	JEGS evaluation/ Rewards review	46,398	incl. in £25k single payments
5	Brightsolid	ICT Software/Hardware	71,175	
12	Brodies LLP	Legal fees	109,786	incl. in £25k single payments
7	East Dunbartonshire Council	Hired agency staff	37,344	
3	Edinburgh Napier University	Postgraduate bursary tuition fees and practice learning fees	78,772	incl. in £25k single payments
10	Edith Forrest	Hearing panel attendance fee	33,060	
14	Esendex Limited	Telecoms maintenance & support	40,650	
11	Faculty Services Limited	Legal fees	31,986	

4	Gamma Network Solutions Limited	Telephone charges	48,219	incl. in £25k single payments
3	Glasgow Caledonian University	Postgraduate bursary tuition fees and practice learning fees	440,079	incl. in £25k single payments
25	Harvey Nash Consulting (Scotland) Limited	Agency staff	79,531	
10	Julie McKinlay (LQC)	Hearing panel attendance fee	47,280	
13	Michael Bell (LQC)	Hearing panel attendance fee	31,680	
1	Moray Council	Disbursement payment	35,000	incl. in £25k single payments
31	MTC Media Limited	ICT Software/Hardware	72,837	
1	North Lanarkshire Council	Disbursement payment	30,000	incl. in £25k single payments
2	Open University	Postgraduate bursary tuition fees and practice learning fees	108,285	incl. in £25k single payments
8	Robert Gordon University, The	Postgraduate bursary tuition fees and practice learning fees	463,791	incl. in £25k single payments
5	Scottish Environment Protection Agency (SEPA)	SWAN services	74,644	incl. in £25k single payments
3	Scottish Government	Quadrant House rent	286,697	incl. in £25k single payments
10	Softcat Limited	ICT software/hardware	811,164	incl. in £25k single payments
18	Telefonica Tech UK Business Applications Limited	Telephone & Internet charges	298,828	incl. in £25k single payments
2	Thomson Reuters (Professional) UK Ltd	Desktop support & licences	27,513	
6	University Of Dundee	Postgraduate bursary tuition fees and practice learning fees	378,352	incl. in £25k single payments

5	University Of Edinburgh	Postgraduate bursary tuition fees and practice learning fees	126,800	incl. in £25k single payments
5	University Of Stirling	Postgraduate bursary tuition fees and practice learning fees	192,044	incl. in £25k single payments
4	University of Strathclyde Glasgow	Postgraduate bursary tuition fees and practice learning fees	209,868	incl. in £25k single payments
4	University of the West of Scotland	Postgraduate bursary tuition fees and practice learning fees	175,064	incl. in £25k single payments
24	Venesky-Brown Recruitment Limited	Hired agency	137,372	
23	XMA Limited	ICT hardware	459,344	incl. in £25k single payments
13	Zellis UK Limited	Payroll management services	63,541	

7. Government Procurement Card (GPC) payments over £500

There were 27 payments more than £500 to suppliers for purchases made using Government procurement cards.

Payment date	Supplier	Subject matter	Payment Amount £
05/07/22	Edinburgh training centre	Alliance Workshop	776.28
05/07/22	Law Society scotland	Practising certificate fees	672.00
05/07/22	Jira Service desk	Service Management	594.56
05/07/22	Business Legacy	Subscription charges	648.00
01/08/22	Jira Service desk	Service Management	583.42
01/08/22	Media training Ltd	Photoshop training	538.80
01/09/22	Integrated Marketing Communications	IMC planning training	570.00
01/09/22	Jira Service desk	Service Management	616.92
05/09/22	Jira Service desk	Service Management	591.78
05/09/22	QA Limited	E-learning course	996.00
31/10/22	Verdant Works	FTP training event	612.50
31/10/22	APM Awards ceremony	Attendance to award ceremony	675.00
31/10/22	Jira Service desk	Service Management	658.84
28/11/22	Jira Service desk	Service Management	716.90
28/11/22	Loganair	Flights	928.69
28/11/22	Hootsuite Inc	Annual subscription charge	1,734.89
28/11/22	Investors in People award	IIP award tickets	840.00
28/11/22	Royal statistical society	Essentials of survey research course	832.32
28/11/22	Poli dry plantronics	Speaker for meetings	592.95
27/01/23	Jira Service desk	Service Management	726.50
31/01/23	Jira Service desk	Service Management	772.33
02/03/23	Jira Service desk	Service Management	773.82
02/03/23	Internation Congress research	Research day attendance	660.13
02/03/23	Next steps for social care scotland	Conference tickets	624.00
20/04/23	Accessibility Training	Training course	594.00
20/04/23	Accessibility Training	Training course	594.00

20/04/23	Jira Service desk	Service Management	875.29
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8. Remuneration in excess of £150k

No Council Member or employee of the Scottish Social Services Council received remuneration in excess of £150k. Details of the remuneration of Council Members and senior management are published in the Remuneration and Staff Report section of the Annual Report and Accounts, available on our website.

9. Statement on sustainable economic growth

We contribute to sustainable economic growth as a regulator and employer. People who use care services are of all ages and backgrounds and from urban, suburban and rural communities. Regulating and supporting the care workforce is therefore of significant social, community and economic importance. The SSSC is in Dundee and is a significant employer in the city, providing quality jobs with associated training and work experience opportunities, including opportunities targeted at young people.

Our adoption of Agile Working has significantly increased the opportunity for us to attract and retain individuals who live further away from our only office in Dundee. This improves our opportunity to recruit a more diverse workforce and in particular those from island communities. It has the positive consequence of reducing unnecessary road and rail journeys which reduces our environmental footprint. This positively contributes to the wellbeing of our team.

We started working towards Investors in young People IIYP) in 2018 and achieved a standard (good practice award) in 2019. This was improved to gold (improved) in 2022. We recruited seven employees below the age of 25 during 2022/23 and we employed 8 young people as of 31 March 2023. We have several programmes that are attractive to young people including work placements, internships and trainee solicitor roles.

In 2022/23 we maintained our gold IIP award and focused on our IIYP work through our People Strategy, in preparation for a 2023 award renewal assessment.

We are committed to continuing improvement in sustainable procurement. This means considering social, economic and environmental considerations as part of the procurement process. When preparing and evaluating tenders, we consider sustainability in a way which is relevant and proportionate to the procurement process. We promote fair work practices in all our tender documentation and are committed to promoting the use of the Real Living Wage. We are accredited as a Real Living Wage employer. We promote the use of community benefits within procurement exercises where they are relevant and proportionate to the contract.

During the year we continued to address sustainability in procurement. We publish a directory of supported businesses and submit biannual returns to Scottish Government showing SSSC spend with them. Our Annual Procurement Report gives more detail on our progress in achieving our sustainability procurement priorities.

10. Statement on efficiency, effectiveness and economy

As stewards of public resources, we have a responsibility to deliver increased value through improvement in the economy, efficiency and effectiveness of our functions, while demonstrating the added value we contribute to the public sector.

Scottish Ministers expect all Accountable Officers of the Scottish Administration and other Public Bodies to comply with the duty of Best Value placed upon them. Compliance with the duty of Best Value is an auditable requirement and subject to scrutiny. As a growing organisation we must respond to public sector expenditure pressures by trying to minimise expenditure growth through efficiency gains.

It is only through a commitment to efficiency that we will be able to instil the confidence necessary to secure the funding we require.

2022-23 Best Value

There are nine characteristics of Best Value that are set out in the Scottish Public Finance Manual. However, the Scottish Government has deemed it appropriate to focus on five generic and two cross-cutting themes which now define the expectations placed on Accountable Officers by the Duty of Best Value. The "Use of Resources" theme focuses on how a Best Value organisation ensures that it makes effective, risk-aware and evidence-based decisions on the use of all of its resources. A Best Value organisation will show that it is conscious of being publicly funded in everything it does. The organisation will be able to show how its effective management of all resources (including staff, assets, information and communications technology (ICT), procurement and knowledge) is contributing to delivery of specific outcomes.

Procurement Our contract register is maintained and is available on the intranet and we publish an Annual Procurement report.

Appropriate use is made of Scottish or UK Government collaborative contracts or framework agreements used where appropriate. We participate in central government procurement assessments (building on existing high ranking for size of organisation).

Procurement training is delivered on a rolling basis and we have a procurement strategy in place and a shared service arrangement with the Central Government Procurement Shared Service to deliver procurement expertise and capacity when required. Competitive practice is our norm, and our policy is for all contracting opportunities to be advertised on the Public Contracts Scotland advertising portal. We use collaborative frameworks where possible.