

**SCOTTISH ROAD WORKS COMMISSIONER
ANNUAL INFORMATION REQUIRED UNDER THE PUBLIC SERVICES REFORM (SCOTLAND) ACT 2010**

Financial Year 2013-14

Topic	Expenditure	Comment
Public Relations	£ Nil	Includes advertising, marketing and PR campaigns, external PR consultants, events and other PR activity.
Overseas Travel	£ Nil	
Hospitality & Entertainment	£ Nil	
External Consultancy	£ Nil	

Payments with a Value in Excess of £25,000

Amount	Date paid	Payee	Subject Matter
	October 2013 January 2014	Symology Ltd Symology Ltd	Payments in excess of £25,000 were made to Symology Ltd in October 2013 and January 2014. Symology Ltd has a contractual agreement with the Commissioner to supply the Scottish Road Works Register. The amounts are not made public for reasons of commercial confidentiality.

Members or Employees who Received Remuneration in Excess of £150,000

Name	Position Held	Remuneration
Nil	Nil	£Nil

Steps Taken to Promote and Increase Sustainable Growth Through the Exercise of The Commissioner's Functions

The Commissioner has three statutory functions which she is required to undertake: (a) monitoring the carrying out of works in roads in Scotland; (b) promoting compliance with the 1991 Act and obligations imposed under it; and (c) promoting the pursuit of good practice. In undertaking these functions she contributes towards more effective planning, co-ordination and quality of road works in Scotland. This in turn leads to a reduction in the disruption caused by such works and therefore contributes towards sustainable growth within Scotland.

Steps taken to Improve Efficiency, Economy and Effectiveness

Every effort has been made to minimise the running costs of the office as follows:

- Our office is located within Saughton House which is part of the Scottish Government estate. The annual cost is estimated to be only 25% of the cost of leasing commercial premises as other similar organisations do.
- Our IT, payroll and pension services are provided by the Scottish Government.
- We utilise Scottish Government banking services gaining cost benefits from the competitive rates achieved.
- We utilise the Scottish Government SEAS payment system again gaining economies.
- Procurement of major services such as the supply of the Scottish Road Works Register has been by means of competitive tender.