

National Galleries of Scotland
Disclosure Required under the Public Services Reform (Scotland) Act 2010

1 April 2017 – 31 March 2018

Statement of any expenditure incurred during the financial year on or in connection with public relations, overseas travel, hospitality and entertainment and external consultancy

<i>Type of Expenditure</i>	£
Public relations	133,222
Overseas travel	38,074
Hospitality and entertainment	53,025
External consultancy	69,857

Public Relations

Includes all external communications, including the cost of in-house and contracted staff and consultants. Expenditure on 'public relations' includes (for example) marketing, PR campaigns, media relations, market research and evaluation, branding and design, promotional events, external events, conferences and exhibitions, corporate communications, sponsorship, publications and printing, digital communications, advertising and media planning.

Overseas Travel

Includes travel to as well as from the United Kingdom. It also includes the cost of hotels, conference fees, the cost of travel and subsistence during the overseas visit and any other related expenditure. In other words, expenditure incurred on 'overseas travel' should be regarded as the full costs incurred in connection with the trip from departure until return, and not simply the cost of the journey itself.

Hospitality and Entertainment

Includes any gifts, meals, parties, receptions, tickets for or invitations to public, sporting, cultural or other events or other similar benefits accorded by a public body to its own members or employees or third parties for whatever reason.

External Consultancy

Includes a wide range of professional services such as management consultancy, IT consultancy, financial consultancy, construction or infrastructure related consultancy, research and evaluation and policy development (including feasibility studies).

It does not include outsourcing, permanent recruitment services and advice, staff substitution or buying-in technical or specialist services for construction, infrastructure etc.

Payments made during the financial year which have a value in excess of £25,000

Vendor Name	Payment Date	Amount	Description
Clark Contracts Ltd	12/04/2017	49,467.60	Construction Costs
ABM Services Scotland Ltd	12/04/2017	25,543.31	Facilities Management
Servest Arthur Mckay & Co Ltd	12/04/2017	35,283.94	Facilities Management
Tate Gallery	12/04/2017	58,868.40	Exhibition costs
City Of Edinburgh Council	26/04/2017	253,646.68	Business Rates
ADT Fire And Security	10/05/2017	51,350.40	Building Maintenance
Boston Networks Ltd	10/05/2017	61,114.49	Building Maintenance
Servest Arthur Mckay & Co Ltd	10/05/2017	35,668.11	Facilities Management
East Coast Controls Ltd	24/05/2017	86,160.00	Building Maintenance
SJS Property Services Ltd	24/05/2017	35,316.00	Construction Costs
ADT Fire And Security	14/06/2017	56,744.87	Building Maintenance
Signal	14/06/2017	30,500.10	Digital Media Services
Constantine Ltd	14/06/2017	49,119.00	Exhibition costs
Servest Arthur Mckay & Co Ltd	14/06/2017	41,947.97	Facilities Management
ABM Services Scotland Ltd	27/06/2017	47,555.09	Facilities Management
SJS Property Services Ltd	28/06/2017	215,028.00	Construction Costs
Clark Contracts Ltd	03/07/2017	27,086.40	Construction Costs
John McAslan & Partners Ltd	12/07/2017	64,800.00	Architects Fees
LYON & TURNBULL LTD	12/07/2017	67,600.00	Auction and valuations
Servest Arthur Mckay & Co Ltd	26/07/2017	36,321.73	Facilities Management
ADT Fire And Security	14/08/2017	25,495.21	Building Maintenance
Bruynzeel Storage Systems Ltd	14/08/2017	49,116.00	Construction Costs
John McAslan & Partners Ltd	14/08/2017	64,800.00	Architects Fees
Momart Ltd	14/08/2017	42,740.52	Exhibition costs
Servest Arthur Mckay & Co Ltd	14/08/2017	41,633.45	Facilities Management
SJS Property Services Ltd	14/08/2017	198,246.00	Construction Costs
Gareth Hoskins Architects Ltd	28/08/2017	84,115.46	Architects Fees
Interserve Construction Ltd	28/08/2017	33,360.00	Construction Costs
ABM Services Scotland Ltd	13/09/2017	49,833.06	Facilities Management
SJS Property Services Ltd	13/09/2017	28,341.60	Construction Costs
AKA Promotions Ltd	26/09/2017	26,990.81	Marketing
Signal	26/09/2017	50,722.80	Digital Media Services
Gareth Hoskins Architects Ltd	26/09/2017	42,057.73	Architects Fees
John McAslan & Partners Ltd	26/09/2017	45,391.20	Architects Fees
Servest Arthur Mckay & Co Ltd	26/09/2017	35,332.69	Facilities Management
Servest Arthur Mckay & Co Ltd	11/10/2017	63,306.68	Facilities Management
Provista UK Ltd	11/10/2017	52,095.86	IT Services
Momart Ltd	13/11/2017	28,371.90	Exhibition costs
Servest Arthur Mckay & Co Ltd	13/11/2017	44,172.76	Facilities Management
Source Developments Ltd	13/11/2017	39,049.94	Furniture costs- Estates
ABM Services Scotland Ltd	28/11/2017	25,300.89	Facilities Management
Signal	13/12/2017	26,818.20	Digital Media Services
Gareth Hoskins Architects Ltd	13/12/2017	42,429.72	Architects Fees

John McAslan & Partners Ltd	13/12/2017	49,364.40	Architects Fees
Servest Arthur Mckay & Co Ltd	13/12/2017	43,166.96	Facilities Management
SJS Property Services Ltd	13/12/2017	27,412.80	Construction Costs
Clark Contracts Ltd	15/01/2018	45,182.40	Construction Costs
ABM Services Scotland Ltd	15/01/2018	25,129.22	Facilities Management
Servest Arthur Mckay & Co Ltd	15/01/2018	58,286.84	Facilities Management
Wave	30/01/2018	74,152.63	Utilities
ABM Services Scotland Ltd	30/01/2018	25,718.32	Facilities Management
John McAslan & Partners Ltd	30/01/2018	27,777.60	Architects Fees
Momart Ltd	30/01/2018	33,117.60	Exhibition costs
Mellor Coachcraft	30/01/2018	54,000.00	Electric Vehicle Costs
John McAslan & Partners Ltd	12/02/2018	39,232.80	Architects Fees
Servest Arthur Mckay & Co Ltd	12/02/2018	35,741.04	Facilities Management
Constantine Ltd	26/02/2018	31,365.53	Exhibition costs
Gareth Hoskins Architects Ltd	26/02/2018	93,315.91	Architects Fees
Interserve Construction Ltd	26/02/2018	33,360.00	Construction Costs
Mellor Coachcraft	06/03/2018	127,261.01	Electric Vehicle Costs
AKA Promotions Ltd	12/03/2018	25,060.79	Marketing
FA Sweeney Ltd	12/03/2018	63,900.00	Building Maintenance
Servest Arthur Mckay & Co Ltd	12/03/2018	35,332.69	Facilities Management
ADT Fire And Security	27/03/2018	30,422.51	Building Maintenance
ECG Joinery Ltd	27/03/2018	81,937.74	Building Maintenance
Firth Electrical & Property Services Ltd	27/03/2018	29,581.20	Building Maintenance
FA Sweeney Ltd	27/03/2018	107,100.00	Building Maintenance
Gardiner & Theobald LLP	27/03/2018	27,600.00	Construction and consultancy
Gareth Hoskins Architects Ltd	27/03/2018	33,166.49	Architects Fees
Hutchinson Networks Ltd	27/03/2018	36,189.84	IT Services
Interserve Construction Ltd	27/03/2018	152,289.62	Construction Costs
Independent Humidifier Services Limited	27/03/2018	38,827.80	Building Maintenance
Servest Arthur Mckay & Co Ltd	27/03/2018	56,850.52	Facilities Management
Provista UK Ltd	27/03/2018	69,160.14	IT Services
R&M Electrical Wholesalers Ltd	27/03/2018	33,868.00	Facilities Management

Number of individuals who, during the financial year, received remuneration in excess of £150,000

None.

12 November 2018