

Scottish Futures Trust
PUBLIC SERVICES REFORM (SCOTLAND) ACT 2010
Duties to Publish Information
2023-24 Publication

Contents

1. Introduction.....	2
2. Expenditure Information.....	3
3. Remuneration.....	8
4. Steps to Promote Sustainable Economic Growth	9
5. Steps to Improve Efficiency, Effectiveness and Economy.....	11

1. Introduction

This document details the information Scottish Futures Trust is required to publish as prescribed in the Public Services Reform (Scotland) Act 2010. It has been compiled with reference to the [guidance](#) issued by Scottish Government.

Relevant extracts from the guidance are included in boxes.

The publication includes information relating to the Scottish Futures Trust Limited, and its wholly owned subsidiary Scottish Futures Trust Investments Limited.

Further information

Further information on the work of the Scottish Futures Trust can be found on our [website](#). In particular, in the following documents:

[2023/2024 Business Plan](#)

[2024/2025 Business Plan](#)

[2019 - 2024 Corporate Plan](#)

[2023/24 Annual report and Financial Statements](#) **[LINK TO BE UPDATED]**

Should you require further information in relation to the activities or operations of the Scottish Futures Trust, please contact us at:

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2. Expenditure Information

Section 31(1) and (2) require public bodies to publish as soon as is reasonably practicable after the end of each financial year a statement of any expenditure they have incurred during that financial year on or in connection with the following matters:

*Public relations
Overseas travel
Hospitality and entertainment
External consultancy*

None of these terms are defined in the Act but they are all terms which are widely used and well understood. The guiding principle should be to publish as much information as possible and to interpret the duties imposed by Parliament widely rather than narrowly.

Public Relations

The statement of expenditure on public relations should state the total amount of expenditure during the relevant financial year on 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, marketing 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.

The statement should include expenditure on external communications relating to the services which the public body provides, such as promoting tourism in the case of Visit Scotland. It is not necessary to include expenditure which relates only to internal communications, such as staff newsletters, or to recruitment advertising.

This amount is stated including VAT and includes half of the all-in cost of employment of SFT's only member of staff engaged in public relations, our Head of Communications. It is assessed that this role is directed 50% to external communications and 50% to internal matters and communication with other public-sector stakeholders.

It also includes revenue costs such as external events and corporate publications.

Amount for 2023/24: £121,515 (2022/23: £137,771)

Overseas Travel

The statement of expenditure incurred on overseas travel should include travel to as well as from the United Kingdom; and should also include 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.

This amount is stated including VAT and covers the following trips:

Date	Person Travelling	Destination	Purpose of Travel
Apr 23	Colin Proctor, Ruth MacDonald & Jamie Goth	Oslo*	PureNet Climate Change Working Table Event
May 23	Colin Proctor	Dublin	PureNet Conference
Sept 23	Ryan Tennyson & Paul Dodd	Dublin	BIM Coordinators Summit
Sept 23	Colin Proctor	Iceland	PureNet Working Table Event
Sept 23	Andrew Bruce	Berlin	German Government / UK Government conference on hydrogen
Oct 23	Sheelagh MacGregor	Lund, Sweden	UK District Heating Tour organised by Business Sweden
Nov 23	Gordon Alexander	Copenhagen	PureNet Working Table Event
Jan 24	Andrew Bruce	Paris	Hyvolution Hydrogen Conference

*Some event costs such as flights and accommodation were paid for in Mar 23 to obtain best rates.

Amount for 2023/24: £ 5,289 costs borne by SFT
(2022/23: £7,932 borne by SFT)

Hospitality & Entertainment

Hospitality and entertainment should be interpreted widely as including 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. The payment of reasonable travel and subsistence allowances and the reimbursement of expenses that are necessarily incurred in relation to service as a member or employee of a public body (including office-holders and company directors or secretaries) should be excluded.

Gifts and benefits which are wholly trivial and of minimal value may also be excluded as de minimis. In the interests of consistency, it is suggested that a threshold of £25 for 'one off' gifts or benefits would be reasonable for this purpose, provided that the gifts or benefits in question are not regular or recurring. If a different threshold is adopted it should be set out in the statement of expenditure.

SFT has not:

- a) Provided any gifts to any employee or third party.
- b) Provided any invitations to public, cultural or sporting events to any employee or third party.

The hospitality and entertainment costs incurred by the Company include refreshments and meals at meetings with stakeholders.

Amount for 2023/24: £437 (2022/23: £1,488)

External Consultancy

Scottish Government guidance on ['Use of Consultancy Procedures'](#) defines 'consultancy' as including 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 is suggested that the definition set out in this guidance should be adopted for the purposes of the statement of expenditure. It should be noted that the definition applies to the services which are being procured, not the name of the supplier or the supplier's own description of the service.

'External consultancy' does not include outsourcing or buying in technical or specialist services such as legal advice and representation or recruitment services.

This amount is stated inclusive of VAT and includes specialist legal, financial and technical consultancy in relation to the projects and programmes on which SFT has a role. SFT's consultancy spend varies annually reflecting both the range and the stage of development of the programmes which we support.

Amount for 2023/24: £1,063,724 (2022/23: £1,762,656)

Payments in excess of £25,000

Section 31(3) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement specifying the amount, date, payee and subject-matter of any payment made during that financial year which has a value in excess of £25,000 (inclusive of VAT).

'Payments' include all individual payment transactions, including payments for goods and services, grants or grant-in-aid to third parties and transactions with government departments or other public bodies. The reporting requirement relates to cash payments, not accruals or invoices; and includes relevant payments made by a listed body on behalf of third parties. It does not include information relating to remuneration or other payments made to an individual in respect of their service as a member or employee of a public body (including office-holders and company directors or secretaries), such as salary, bonuses, allowances, fees, receipt of pension, voluntary severance, compromise agreements or redundancy payments.

Payee	Date	Subject Matter	Amount £
Item 1: Payment of Suppliers			
Towers Watson Limited	05/04/2023	Provision of reward/salary benchmarking exercise 2023	39,300.00
Buro Happold	05/04/2023	Provision of ventilation / CO2 consultancy support	29,640.00
Farrpoint Limited	12/04/2023	Provision of Final Subsea Case Study Resource	28,753.20
Farrpoint Limited	12/04/2023	Completion of report on Ferry Connectivity Resource and 4G surveys	31,374.00
Farrpoint Limited	12/04/2023	Final Invoice for Wiggin/FarrPoint workshop and spectrum paper	42,130.20
Aecom Professional Services Ltd	19/04/2023	Development of project and programme frameworks, data baselining and development of the overarching framework. Development of the accompanying technical note and dissemination meetings	54,273.60
Cambridge Econometrics	19/04/2023	Infrastructure Scenario Modelling	96,579.84
Thistle Propco Investments Ltd	26/04/2023	Rent for quarter to September 2023	31,500.00
Addleshaw Goddard LLP	26/04/2023	Professional charges for services in relation to Public Inquiry	63,404.08
Grant Thornton UK Ltd	11/04/2022	Annual Audit of SFTi for year ended 31 March 2023	68,400.00
Addleshaw Goddard LLP	29/09/2023	Professional charges for services in relation to Public Inquiry	45,179.84
Addleshaw Goddard LLP	24/10/2023	Professional charges for services in relation to Public Inquiry	52,791.60
Office Reality Ltd	22/11/2023	Acoustic pods and booths for new office	28,068.00
Scottish Legal Aid Board	14/02/2024	Rent and service charges for period 23 October 23 to 31 December 2023	29,956.85

Item 2: Award of Grant			
Ayrshire College	04/03/2024	Contribution towards the costs to Ayrshire College, Kilwinning Campus (the College) for the project management costs associated with the PFI handback process	44,880.00

3. Remuneration

Section 31(4) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement specifying the number of individuals (if any) who received remuneration during that financial year in excess of £150,000 in relation to service as a member or employee of a public body (including office-holders and company directors and secretaries).

Remuneration in relation to service as a member or employee includes salary, bonus or other discretionary performance payments, allowances, fees, royalties and also bonus or other payments in respect of performance in a previous financial year, but does not include receipt of pension, voluntary severance, compromise agreements or redundancy payments.

SFT had two staff members who received remuneration in excess of £150,000 during 2023/24.

No member of SFT staff has received a bonus or performance related payment. Further information is set out in SFT's pay and grading structure on our website: [SFT Salary Ranges](#).

4. Steps to Promote Sustainable Economic Growth

Section 32(1)(a) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to promote and increase sustainable growth through the exercise of its functions. Since this requires the publication of a statement it is not sufficient simply to refer to other published material such as the Annual Report. The statement can, of course, draw on such material.

Importance of infrastructure

It is recognised the world over that the right infrastructure in the right places underpins a country's economy, allowing it to function and flourish. In Scotland we must use the infrastructure we already have effectively and maintain it well, and we must invest wisely in the infrastructure we need for the future.

To maximise the economic, social and environmental benefits delivered by Scotland's infrastructure, in 2008 Scottish Government established the Scottish Future Trust as a centre of infrastructure expertise, where we work closely with our many partners towards our vision of 'world class infrastructure for the people of Scotland'.

2023/24 was a busy year where our teams of experts working with partners, continued to deliver positive outcomes across Scotland, with some key highlights listed below:

- In managing the Learning Estate Investment Programme more schools opened, notably Wallyford Campus in East Lothian which incorporates many community facilities including a Community Agriculture Academy and was delivered by hub South East
- As a strategic partner in the Construction Leadership Forum, we supported the formation of the 11 working groups within the Transformation Action Plan along with the subsequent publication of the Action Plan
- We worked closely with NHS Lothian on the sale of Liberton Hospital to the City of Edinburgh Council that is set to deliver at least 380 net zero, energy-efficient homes for sale and rent, with up to 50% classed as affordable
- Through the effective management of the 4G infill programme, the 55th and last mast in the programme was installed, each mast providing a lifeline for rural and remote communities
- During the year we moved to Thistle House in Haymarket in Edinburgh, a building wholly owned by the public sector. Our new office is approximately 20% smaller than our previous one and moving into this space means the public sector is benefitting financially and our carbon footprint is smaller
- Our Net Zero Buildings team produced a report outlining various delivery models and recommendations that would increase the pace and scale of investment in heat networks across Scotland
- The Stornoway Deep Water Terminal opened, part-funded through the Growth Accelerator programme, and will be a huge financial and tourism boost to the island community by allowing more cruise ships to dock

Infrastructure and Sustainable Growth – SFT’s Role

In just over 20 years time, Scotland plans to be net zero. With that goal we are witnessing an acceleration of the new types of infrastructure that are needed to support Scotland’s low carbon ambitions which is opening up new opportunities for investors and those working in the construction sector.

The big investment themes across the public sector remain; delivering more affordable housing, the transition of the public estate to net zero emissions and enabling the transformation of public service delivery.

These drivers will continue and our teams will carry on pushing forward the development of progressive asset strategies and innovation in funding, financing, digitalisation and delivery that our partners know are needed during these challenging times. We see attracting investment and securing development in places across Scotland as central to creating resilient and thriving communities.

We work across 15 interlinked infrastructure workstreams giving us a holistic view of the priorities and needs of all our public sector partners, which in turn helps us pull together the right teams and resources to enable our partners to secure greater value and deliver improved services for their communities.

The Scottish Government has developed a National Performance Framework to describe the kind of Scotland it aims to create, with a set of 11 outcomes.

There is no single outcome from these for which infrastructure is the focus, so SFT has developed a set of ten infrastructure outcomes which are supportive of the national outcomes in the framework. Details of our outcomes are in our current Corporate Plan. Progress on the impact we have delivered against these outcomes are reported in our [Annual Outcomes Report](#).

5. Steps to Improve Efficiency, Effectiveness and Economy

Section 32(1)(b) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to improve efficiency, effectiveness and economy in the exercise of its functions. Once again, this may draw on other published material but should take the form of a self-standing statement.

The Scottish Government publishes guidance on the definition of efficiencies as part of the [Efficient Government Programme](#). It also publishes Efficiency Delivery Plans which explain how various public bodies intend to deliver efficiencies together with an annual outturn report which sets out the extent to which that has been achieved.

As part of their drive to improve the efficient and effective delivery of public services and to achieve maximum economy, Scottish Ministers are keen to ensure that public bodies actively explore and implement as appropriate all opportunities for sharing the provision of back office and front-line functions. In the statement required under section 32(1)(b), public bodies should therefore provide details of the current level of shared service activity in which they are engaged, either as a provider or a user, including details about the functional areas involved and the scale of the activity.

Statements under section 32(1)(b) should also include details of the steps taken to improve procurement processes and capability, including contract management; managing risk in the supply chain; acting on procurement capability assessments; and savings achieved through collaborative and local contracts.

Our Impact

SFT's mission is:

“to improve the efficiency and effectiveness of infrastructure investment and use in Scotland by working collaboratively with public bodies and industry, leading to better value for money and improved public services”

In 2018, Scottish Government published its updated National Performance Framework (NPF) setting out a series of long-term outcomes aimed at creating a more successful country with opportunities for everyone to flourish through increased wellbeing from sustainable and inclusive economic growth.

The following year we published our 2019-24 five-year Corporate Plan that set out ten outcomes we wished to achieve with our partners which focussed on the goals set out in the NPF and to where all our business objectives are aligned.

In 2019/20 we published our first Outcomes Report on a website that acts as a library of case studies illustrating where our interventions and actions, in collaboration with our many partners, have had the greatest impact towards our ten infrastructure outcomes.

The website is updated annually and the latest set of case studies for 2023/24 has taken the total number of case studies to 140, each illustrating how our work contributes towards achieving our ten outcomes as well as our three corporate priorities:

- Enable the transition to net zero emissions (focus on leading the way with coordinated decarbonisation of public sector assets to catalyse necessary industry transition)
- Drive inclusive economic growth (focus on delivering additionality of investment and accelerating appropriate development activity in current economic context)

- Build resilient and sustainable places (focus on showing leadership in the shift to collaborative and place-based ways of working)

In addition, the Outcomes website reflects much more widely the work being delivered on the ground across Scotland as well as quantified deliverables, which include:

- The value of public infrastructure projects under construction made possible through our innovative funding and financing approaches totalled £250m (22/23: £290m)
- Investment in private infrastructure continued to be unlocked with projects valued at over £2.3bn (22/23: £2.5bn) on site
- Over the past 12 months our work continued to contribute towards a net-zero carbon economy, with 29,000 tonnes (22/23: 16,000 tonnes) of infrastructure-related CO2 saved in the year

Further details of all our workstreams and the impact they make are available on the [SFT Website](#).