

National Library of Scotland

Disclosures of expenditure under Public Services Reform (Scotland) Act 2010, sections 31 And 32

For the period 1 April 2021 – 31 March 2022

1. Public relations costs

The amounts disclosed in relation to Public Relations include the amounts spent on Media Relations, Marketing Research & Evaluation, Promotional Events and Sponsorship, Publications & Printing, Advertising Digital Marketing and Staff.

Total = £421,038

2. Overseas travel costs

This includes travel, accommodation, subsistence, conference fees, and any other expenditure incurred whilst on overseas business travel.

Total = £104

3. Hospitality and entertainment costs

This includes money spent on lunches and hospitality for visitors and guests, and catering at fundraising and customer events and exhibition launches.

Total = £2,085

4. External consultancy costs

NLS uses external consultants only where it lacks expertise or capacity among its own staff.

We have used the Scottish Government guidance on the definition of consultancy, which identifies the following activities and areas as constituting consultancy: policy development; feasibility and scoping exercises; research and evaluation; environmental consultancy; organisational development (including training); business strategy; marketing consultancy; programme management; functional development; financial and economic advice services; accountancy advice and services; audit / forensic accounting advice and services; functional IT strategy design and advice (function specific IT solution eg eHR systems, eTendering); organisational IT Strategy Design and Advice (eg Cross-Business

Re-engineering); construction; infrastructure and transport (post-occupancy and benefits review); construction, infrastructure and transport (feasibility and scoping exercises).

The following are not defined in the guidance as constituting external consultancy: technical or specialist service (including construction, infrastructure and transport, IT etc.); outsourcing; interim management / staff substitution; permanent recruitment services and advice.

Total = £113,944

5. Members or employees who received remuneration in excess of £150,000

No members or employees received remuneration in excess of £150,000

6. Payments with a value in excess of £25,000

Date	Supplier	Description	Amount
29/04/2021	GLASGOW LIFE	Rent & Service Charges	£38,881.11
29/04/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,611.91
20/05/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,820.17
27/05/2021	LYON AND TURNBULL	Literary Archive	£26,000.00
28/06/2021	XMA SCOTLAND LTD	IT Equipment/Support	£60,051.60
08/07/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
08/07/2021	EX LIBRIS	Hosting and licensing	£79,204.42
08/07/2021	XMA SCOTLAND LTD	IT Equipment/Support	£31,350.72
12/08/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
27/08/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
22/09/2021	GLASGOW LIFE	Rent & Service Charges	£29,517.04
29/09/2021	FROST AND SULLIVAN LTD	Subscription to E-resources	£29,289.24
29/09/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
21/10/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
31/10/2021	SOFTCAT	IT Equipment/Support	£35,235.60
11/11/2021	PRIVATE INDIVIDUAL	Literary Archive	£40,000.00
11/11/2021	PRIVATE INDIVIDUAL	Literary Archive	£94,000.00
11/11/2021	JOHN GRAHAM CONSTRUCTION LTD	Causewayside Major Refurbishment	£62,718.96
25/11/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
25/11/2021	EX LIBRIS	Hosting and licensing	£68,107.52
16/12/2021	ECG FACILITIES SERVICE	Security Suite Upgrade	£68,523.30
23/12/2021	CENGAGE LEARNING EMEA LTD	Subscription to E-resources	£32,460.00
31/12/2021	FRIENDS OF THE NATIONAL LIBRARIES	Literary Archive	£440,000.00
31/12/2021	GLASGOW LIFE	Rent & Service Charges	£37,951.12
31/12/2021	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
27/01/2022	FRIENDS OF THE NATIONAL LIBRARIES	Literary Archive	£610,000.00
31/01/2022	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
10/02/2022	LEE BOYD LIMITED	CGB Reimagined Project	£25,460.00
10/02/2022	JAMES BRECK LTD	Lawnmarket Roof	£26,575.34

17/02/2022	ADAM MATTHEW DIGITAL LTD	Subscription to E-resources	£30,900.00
17/02/2022	LEE BOYD LIMITED	Causewayside Smoke Extract	£36,329.50
10/03/2022	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
10/03/2022	XMA SCOTLAND LTD	IT Equipment/Support	£51,571.30
17/03/2022	ECG FACILITIES SERVICE	Facilities Management Charge	£43,716.04
17/03/2022	XMA SCOTLAND LTD	IT Equipment/Support	£64,340.64
24/03/2022	BSI	Subscription to E-resources	£26,187.50
24/03/2022	LEE BOYD LIMITED	CGB Reimagined Project	£29,620.00
24/03/2022	GLASGOW LIFE	Rent & Service Charges	£34,698.30
31/03/2022	XMA SCOTLAND LTD	IT Equipment/Support	£39,551.04

7. Statement on the steps taken to promote and increase sustainable growth through the exercise of our functions.

The National Library of Scotland continued to develop its collections and services during 2021/22 to support the Scottish Government's aim of creating a more prosperous and successful country.

Full detail are included in the Library's [Annual Report and Financial Statements](#) which is available on the website.

8. Statement on the steps taken to improve efficiency, effectiveness and economy in the exercise of our functions.

Over the year we have continued to generate financial and operational efficiencies to help support the work of the Library. As well as releasing cash savings this work has also generated a number of non-cash savings such as reductions in the number of invoices received and better contract terms.