

REIMBURSEMENT OF MEMBERS' EXPENSES SCHEME – LATE CLAIM

Executive summary

1. This paper invites the SPCB to consider whether costs claimed by Maureen Watt MSP should be paid under the provision made at Section 5 as defined at 9.1.1 (b) of the Members' Expenses Scheme.

2. The cost involved totals £541.80 and relates to motor mileage costs incurred in the periods 9th to 30th May and 1st to 4th June claimed on 6th October.

Issues and Options

3. Provision is made at Section 1 Paragraph 1.2.2 (d) for the SPCB to prescribe time limits for the submission of claims and determine the consequences of failure to comply with any such time limits. In determining the guidance on the application of the Members Expenses Scheme the SPCB agreed that all claims should be submitted not later than 4 months of the date when the expenses were incurred otherwise the claim is lost, unless there are exceptional circumstances.

4. In applying the guidance the Allowances Office have, on receipt of claims outwith the set 4 month period, sought clarification from the Members regarding the circumstances which have resulted in the submission of late claims.

5. Ms Watt submitted a claim dated 6th October for motor mileage costs incurred in the periods 9th to 30th May and 1st to 4th June. Ms Watt has advised the Allowances Office that the reason for the claim being late was that this had not been prioritised, but would seek to do so in future.

6. This is the second late claim submitted by Ms Watt. Her previous late claim was submitted in July and related to motor mileage and parking costs incurred in January and February and overnight expenses and motor mileage incurred in March. We were advised that the delay in submitting the claim was that she lost her receipts and expenses information while packing and unpacking.

Resource Implications

7. As stated earlier the costs involved in the most recent claim are £541.80. There are sufficient funds in the overall expenses budget to meet the costs indicated.

Governance issues

8. No issues.

Publication Scheme

9. This paper will be published in line with the SPCB's Publication Scheme.

Next steps

10. Advise the Member of SPCB decision.

Decision

11. The SPCB is invited to consider whether the justification submitted in relation to the most recent late claim is acceptable and whether the claim should be paid.

Allowances Office
November 2011