

## Managing Director expenses including mobile device expenditure

Lothian proactively publishes expenses claimed by the Managing Director of the business as well as expenditure on the use of mobile devices. Lothian's financial reporting runs from January to December and expense claim reports and mobile device expenditure are published each year in line with the reporting of annual accounts.

The publication of expense claims ensures full visibility and transparency which also notes expenditure of individual claims over £250. All expenditure within the organisation is carefully reviewed to ensure that it is relative to and meets the needs of the business.

Directors are often required to travel as well as attend events out of hours. In circumstances where more than one member of staff is in attendance, it is generally accepted that the more senior member of the team will claim on behalf of other Lothian staff in attendance for expenses incurred.

In addition to being a Director of Traveline Scotland, in 2018, the Managing Director of Lothian was appointed Chair of the Confederation of Passenger Transport Scotland (CPT), the trade association representing the UK Bus and Coach Industry at both Scottish and UK level. Lothian bears the expenses cost as required to facilitate these Executive positions.

Nature of Expenses	Total
Travel	£5,342.75
Accommodation	£8,951.65
Subsistence	£574.92
Miscellaneous	£120.49
Mobile phone	£308.66
<b>Total</b>	<b>£15,298.47</b>

## Individual claims over £250

Nature of Expenses	Total
Travel	£280.16
Travel	£257.06
Travel	£312.43
Travel	£388.43
Accommodation	£323.00
Accommodation	£644.62
Accommodation	£420.00
Accommodation	£280.00
Accommodation	£280.00
Accommodation	£286.90
Accommodation	£517.49
Accommodation	£316.68
Accommodation	£267.00
Accommodation	£277.00
Accommodation (Claim for 7 staff members)	£1236.41
Travel	£322.89
Travel	£315.83
Travel	£316.00
Travel	£342.00
Travel (Claim for 6 staff members)	£525.00
<b>Total</b>	<b>£7,908.90</b>