

29 April 2022

Request under The Freedom Of Information (Scotland) Act 2002

Thank you for your Freedom of Information request dated 5 April 2022, in which you requested the following:

The cost of producing an annual gender pay gap report. Please include the information for each of the following periods; 2019-20; 2020-21, 2021-22:

1. The cost of producing each gender pay gap report:
 - o the time in terms of hours spent producing this report
 - o the equivalent salary of those involved
2. Any internal assessments of the costs and benefits of producing the report

I have considered your request and can respond as follows:

1. We published equal pay data in 2019/20 and 2021/22, available on our corporate website: <https://www.visitscotland.org/about-us/our-policies/equality>. We produce these reports in-house and production of the reports is part of the job roles of those involved.

Below I have outlined the total estimated collective staff hours spent producing the reports, including but not limited to the tasks listed in your request. The staff time has then been calculated as the cost to the organisation in terms of salary and on-costs of the staff involved. The tasks were carried out as part of the staff members' day to day workload.

Production of 2019/20 Report	
Collective Staff Hours	32.5
Expressed as salary cost including on-cost	£1,089
Production of 2021/22 Report	
Collective Staff Hours	23
Expressed as salary cost including on-cost	£811

2. We have not undertaken any assessments into the costs and benefits of producing the report during the periods outlined.

We hope this information is helpful to you. If, however, you are not satisfied with our response or the manner in which we have dealt with your application, you may in the first instance contact our Chief Executive, Malcolm Roughead, whose contact details are set out below:

Mr Malcolm Roughead
Chief Executive
VisitScotland
Ocean Point One
94 Ocean Drive
Edinburgh, EH6 6JH
Telephone: 0131 472 2201
Fax: 0131 472 2223
E-mail: malcolm.roughead@visitscotland.com

If you wish to request a review of your application under either the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004, your request should be submitted to us in writing, or another permanent format (for example e-mail or voice recording), and be received by us within 40 days of the date of this letter. Any request for a review should also set out, in as much detail as possible, the reasons why you are not satisfied with our response or the manner in which we have dealt with your application.

Yours sincerely,

VisitScotland