



FOI Ref: 2019/011

6th August 2019

REQUEST UNDER FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

We refer to your request for information, received by email on 2nd July 2019 and subsequent clarification of 8th July 2019. Your specific requests and the Park Authority's response are provided below.

"I am writing under Freedom of Information legislation to request the expenses claimed from 2016 to present for the entire management team at the national park. Please break down per job role.

Specifically, I want to know: date of expenditure, amount of expenditure, description of expenditure.

Please also identify separately the total value of first class rail travel and first class / business class air travel expenses (including the details of trips) by these staff during the same period."

As explained in our clarification letter to you of 5th July 2019 and agreed in your email of 8th July 2019, the information we are providing in this response relates to the management team as set out in our current organisational chart.

There were four train journeys where the CEO travelled first class. Tickets were pre booked in advance at a competitive rate against standard fares, due to the length of the journey and to maximise use of Wi-Fi for the CEO to continue working whilst travelling.

Details of these journeys are as follows:

Date	Rail fare	Description
15.01.2018	£67.93	Return fare to Oxenholme National Parks UK Executive meeting
20.02.2018	£68.00	Return fare to York National Parks UK Executive meeting
16.05.2018	£254.90	Return train to London for National Park Partnerships Board Meeting (CEO is lead National Park Officer on National Park Partnership Board)
07.11.2018	£169.74	Return train to Birmingham National Parks UK Executive Meeting

The attached Appendix A contains expenses claims extracted from our payroll processed expenditure, recorded by payroll year. This appendix also includes some expenses paid in advance for the CEO and Directors made through our business bank account.

LOCH LOMOND & THE TROSSACHS NATIONAL PARK AUTHORITY

National Park Headquarters, Carrochan, Carrochan Road, Balloch, G83 8EG Long: 4°34'24"W Lat: 56°00'12"N
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“Please also specify the staff member’s wage by year.”

Details of staff salaries for the CEO and Directors for 2018/19 are as follows:

Year ended 31 March 2019	Salary Band at 31/3/19 £'000
Chief Executive	85-90
Director of Corporate Services	60-65
Director of Conservation	60-65
Director of Planning	50-55
Head of Communications	45-50

Details of staff salaries for the CEO and Directors are published in our annual report and accounts, available on our website at: <https://www.lochlomond-trossachs.org/park-authority/publications/annual-reports-accounts/>

Annual Accounts 2017/18 – salary information on p17

Annual report and accounts 2016/17 – salary information on p 16

Accordingly we can advise that this information is exempt under section 25 of the Freedom of Information (Scotland) Act 2002, as it is otherwise accessible. This is an absolute exemption which means there is no requirement to apply the public interest test to the release of the information as it is already publically available.

Staff salary bands for Managers are shown below. Please note that we have not disclosed exact salaries, this information has been withheld from release under S38 (1)(b) of FOISA as it is the personal data of third parties. Personal data is exempt from disclosure if its disclosure would contravene any of the data protection principles in Article 5(1) of the GDPR. This is an absolute exemption which means there is no requirement to apply the public interest test to the release of the information.

Article 5(1)(a) states that personal data shall be processed lawfully, fairly and in a transparent manner in relation to the data subject. It has been concluded that the disclosure of the exact salaries of Park Authority managers into the public domain would contravene Article 5(1)(a).

Year	Manager level	Salary band
2018/19	Operational Manager	36560 – 43037
2017/18	Operational Manager	35495 – 42193
2016/17	Operational Manager	35144 – 41775
2018/19	Manager	29633 – 35672
2017/18	Manager	28770 – 34633
2016/17	Manager	28485 – 34290

Yours sincerely

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Governance & Legal Team
Loch Lomond and the Trossachs National Park Authority

Review Procedure

If you are dissatisfied with this decision, or the way in which the Authority has dealt with your request, you are entitled to require the Authority to review its decision. Please note that in order for a review to take place you are required to:

- Send your request for review in writing, setting out in full the reasons why you are requesting a review.
- Submit your review request within 40 working days of either the date on which you received a response from the Authority or the date by which you should have received a response under the terms of the Freedom of Information (Scotland) Act 2002, whichever is the later.
- address your review request to:

Governance & Legal Team
Loch Lomond & The Trossachs National Park Authority
National Park Headquarters
Carrochan
Carrochan Road
Balloch
G83 8EG
E-mail: info@lochlomond-trossachs.org

The review will be handled by staff who were not involved in the original decision. You will receive notice of the result of your review within 20 working days.

If you are not satisfied with the response to your request for review, you can contact the Scottish Information Commissioner, the independent body which oversees the Freedom of Information (Scotland) Act 2002, at:

Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS
Tel: 01334 464610
Website: www.itspublicknowledge.info
E-mail: enquiries@itspublicknowledge.info

Online appeal portal: www.itspublicknowledge.info/Appeal

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