

64736 West Court / Ravelston Woods

Request for information concerning the management, departmental and reporting structure governing the Council's Outdoor Access function and Access Officer. I am seeking to identify the complete organisational and management chain from the Chief Executive down to and including the Outdoor Access Team and the individual Access Officer responsible for the West Court / Ravelston Woods matter.

Please provide the following information:

The complete organisational/reporting structure, beginning with the Chief Executive and identifying each intervening directorate, department, service, team and management post through to: the Outdoor Access Team; and the Access Officer responsible for the West Court / Ravelston Woods access matter.

For each post within that chain, please provide:

- a. the job title;
- b. the name of the postholder;
- c. the directorate/service/team in which the post sits;
- d. the post to which that person reports; and
- e. the posts or functions for which they have management responsibility.

Details of the Council management structure are published on our website at:

<https://www.edinburgh.gov.uk/council-planning-framework/council-management-structure>

- Chief Executive – Paul Lawrence
- Corporate Director of Place – Gareth Barwell
- Service Director - City & Neighbourhood Services - Sam Barstow
- Head of Neighbourhood Environmental Services - Andy Williams
- Parks, Openspace Development and Visitor Services Manager - Steven Cuthill
- Access and Partnership Officer - Andrew Law

Please provide any existing organisation charts, structure charts or equivalent records showing this reporting structure.

Please provide this information for:

- a. the structure in force on 5 June 2026; and
- b. the current structure, where it has subsequently changed.

No such organisational charts have been identified.

Please identify the officer who held direct line-management responsibility for the relevant Access Officer on 5 June 2026, together with that manager's own reporting line up to the Chief Executive.

Please refer to A1 and A2 above.

Please identify which officer or management post had overall responsibility on 5 June 2026 for:

- a. the Outdoor Access Team

The Parks, Openspace Development and Visitor Services Manager, Steven Cuthill.

- b. the Council's exercise of functions concerning public rights of way and section 46 of the Countryside (Scotland) Act 1967

The Access Officer in a statutory position responsible for the exercise of functions of the relevant acts.

- c. supervision of Access Officer decisions; and o escalation or review of significant or contentious access decisions.

The Local Access Forum and service managers, in this case Steven Cuthill, advise on access decisions.

Please provide any recorded scheme of delegation, delegated-authority document, service procedure, job description or governance document identifying the authority of:

- a. the Access Officer;
- b. the Access Officer's line manager;
- c. the Outdoor Access Team;
- d. relevant senior management to make, approve, review or authorise decisions concerning asserted public rights of way and associated operational action.

The Access Officer position is a statutory one, but it is “governed” by our environmental laws, in this case the Land Reform (Scotland) Act 2003, Section 13’s duty of a local authority and only requires someone to be undertaking the duty.

We also have a scheme of delegation under the Local Government (Scotland) Act 1973 which is Gareth Barwell, the Corporate Director of Place.

However, these are legal frameworks, rather than documents which identify a specific person’s authority, but the authority of the local government.

In relation specifically to the West Court / Ravelston Woods matter, please identify any officer above the Access Officer in the management chain to whom the matter was referred, escalated, reported or submitted for approval before or following the decision communicated on 5 June 2026.

The Parks, Openspace Development and Visitor Services Manager, Steven Cuthill.