



## Guide to Information (Publication Scheme)

Paul Davison, Information Manager, December 2025

### Introduction

This Guide to Information explains what we publish, how you can access it, and any charges that may apply. It fulfils our duty under the Freedom of Information (Scotland) Act 2002 (FOISA) to “adopt and maintain” a publication scheme and to make information available proactively. We adopt the Scottish Information Commissioner’s Model Publication Scheme (MPS) in full and without amendment (approved 1 November 2018; documents updated March 2021).

Under the MPS we commit to:

- Publish information we hold that falls into the nine classes of information listed below.
- Meet the MPS Principles (availability & formats, exempt information, copyright & re-use, charges, contact details, duration).
- Keep this guide up to date and easy to use.

### How to use this guide

Most information is available online at [cairngorms.co.uk](http://cairngorms.co.uk). Start at the home page and use navigation to find information, or use site search (click on the Find icon). Where we link to sections like The Park Authority, What we do, Planning, News, Board meetings, etc., these are indicative paths based on the current site structure. If you cannot access online content, we offer alternative formats and offline access (see Availability & formats below).

For information not published in this Guide, you can make an [FOI/EIR request](#).

### The MPS principles

- **Availability & formats** – Information is published on our website wherever possible. Alternative arrangements (inspection, paper copy, large print, etc.) are available on request: see contact details on this [page](#).
- **Exempt information** – If a document contains information exempt under FOISA/EIRs, we will redact before publication and explain why.
- **Copyright & re-use** – Where we hold copyright, you may reuse our published information provided it is accurate, not misleading, and the source is acknowledged. Where third-party copyright exists, we will indicate this. (We may also enable re-use via the [Open Government Licence](#).)



- **Charges** – Most published information is free online. Reasonable costs may be applied for paper copies or media (printing, postage). We will notify you in advance.
- **Contact details** – See this specific [page](#) for help accessing information or making requests.
- **Duration and review** – We ensure information remains available for as long as relevant and replace superseded versions where appropriate.

## Class 1: About us

- **Who we are / What we do** (mission, statutory role, National Park overview): [Cairngorms National Park | The Park Authority](#)
- **Contact details & office address:** 14 The Square, Grantown-on-Spey PH26 3HG; see also [Cairngorms National Park | Contact us](#)
- **Governance & Board** (Board members, committees, minutes): [Cairngorms National Park | Staff and board](#) for Board and senior staff and [Cairngorms National Park | Board committees](#)
- **The Park Authority / Board & meetings.** Upcoming meetings: [Cairngorms National Park | Meetings](#). Past meetings (up to 6 years old): [Cairngorms National Park | Search](#). For older meetings, please [contact us](#).
- **Partnerships & external relations:** [Cairngorms National Park | Partnership Plan](#).
- **Advisory forums and groups:** [Cairngorms National Park | Advisory forums and groups](#)
- **FOI page / Publication scheme statement:** [Freedom of Information](#)

## Class 2: How we deliver our functions and services

Information about our work, strategies and policies, and information for service users. The

Park Authority's operational plan 2025/26 was approved by the Board in March 2025

[Cairngorms National Park | Board meeting 28 March 2025](#)

### What we do

[Cairngorms National Park | Communities and business](#)

[Cairngorms National Park | Culture and heritage](#)

[Cairngorms National Park | Education, skills and training](#)

[Cairngorms National Park | Farming and land management](#)

[Cairngorms National Park | Health, wellbeing and equalities](#)

[Cairngorms National Park | Nature and climate change](#)

[Cairngorms National Park | Planning and development](#) (see also planning service below)

[Cairngorms National Park | Transport and active travel](#)



## Cairngorms National Park | Visitors and outdoor access

### **Statutory Planning Service**

- CNPA serves as one of the **appointed planning authorities**, working alongside Aberdeenshire, Angus, Highland, Moray and Perth & Kinross Councils. It “calls in” development proposals relevant to wider National Park aims. [Cairngorms National Park | Planning advice and support](#)
- The team uses a **Local Development Plan (adopted 2021)** and a **Planning Protocol** with local authorities to shape and assess developments. [Cairngorms National Park | Planning guidance](#)
- Developed **Planning Service Charter** and **Performance Framework** set out service standards, timescales, enforcement, and continuous improvement. [Cairngorms National Park | Planning guidance](#)

### Class 3: How we take decisions and what we have decided

#### **Information about decisions, decision-making processes, and stakeholder involvement.**

- The Park Authority / Board & meetings. Upcoming meetings: [Cairngorms National Park | Meetings](#). Past meetings (up to 6 years old): [Cairngorms National Park | Search](#). For older meetings, please [contact us](#).
- Advisory forums and groups: [Cairngorms National Park | Advisory forums and groups](#)
- Live and closed consultations: [Cairngorms National Park | Tell us what you think](#)
- Cairngorms National Park Framework document - a framework outlining the working relationship between the Cairngorms National Park Authority (CNPA) and the Scottish Government (SG). [Cairngorms National Park | Cairngorms National Park Framework document](#)

### Class 4: What we spend and how we spend it

The Park Authority's annual report and accounts details the Park Authority's performance, strategic aims, and financial results, highlighting achievements across all delivery areas as well as key issues and risks. This link will show published versions with the most recent first.

[Cairngorms National Park | Search](#)

The Park Authority's operational plan 2025/26 was approved by the Board in March 2025

[Cairngorms National Park | Board meeting 28 March 2025](#)



## Class 5: How we manage our human, physical and information resources

Information about our internal resource management (e.g., HR policies, estates information, information governance, records management, data protection policies).

Policies and other documents are held internally but will be reviewed / approved by relevant committees as detailed here [Cairngorms National Park | Board committees](#). Information on all resource management policies and procedures is available on request to [FOI/EIR request](#). Careers and recruitment information is available here [Cairngorms National Park | Careers and recruitment](#)

## Class 6: How we procure goods and services from external providers

We follow Scottish Government guidance on procurement including specifics routes within the procurement journey [www.procurementjourney.scot](#) and thresholds of whole-contract value. Detailed information is available from the Authority's procurement officer.

Contract opportunities are available to view at Public Contracts Scotland: [Buyer View - Public Contracts Scotland](#)

## Class 7: How we are performing

The Park Authority's annual report and accounts details the Park Authority's performance, strategic aims, and financial results, highlighting achievements across all delivery areas as well as key issues and risks. This link will show published versions with the most recent first.

[Cairngorms National Park | Search](#)

The Park Authority's performance committee scrutinises performance across various themes at its regular meeting: [Cairngorms National Park | Search](#)

An annual update on the National Park Partnership Plan is provided to the Board. This was last done in September 2025: [Cairngorms National Park | Formal board meeting - 26 September 2025](#)

## Class 8: Our commercial publications

Not applicable – the Park Authority does not maintain any commercial publications or other information for sale.



## Class 9: Our open data

Some open data is published or made available through channels such as the Scottish spatial data hub and others. For example:

[Paths And Core Paths - Cairngorms National Park - Dataset - Spatial Hub Scotland](#)

[Cairngorms National Park | Summary of data from 2011 - 2023](#)

[Cairngorms National Park Designated Boundary - Dataset - data.gov.uk](#)

[NatureScot Spatial Data Hub](#)

General mapping information is also available at [Cairngorms National Park | Map](#)

## Accessibility

We strive to meet accessibility standards. Full details are here [Cairngorms National Park | Accessibility statement](#). The Cairngorms National Park Authority is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

## Environmental Information (EIRs)

Environmental information is available under the EIRs. Where environmental information falls within the classes above, it will be published through this Guide. Requests for environmental information can also be made under the EIRs.

## Feedback and Complaints

If you have comments on this Guide or wish to complain about withheld information or access difficulties, please contact us in the first instance via [Cairngorms National Park | Freedom of information](#). If you are dissatisfied with our response, you may request a review. You also have the right to appeal to the Scottish Information Commissioner. See also our complaints handling procedure [Model-Complaints-Handling-Policy-Part5-A-Guide-for-Customers.pdf](#).