

Date 11 September 2026
Your Ref
Our Ref 11852

Enquiries to Richard Mutch
Extension 35687
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Dear

FREEDOM OF INFORMATION – ACCESSIBILITY

I write in response to your request for information in relation accessibility.

Question:

- For each site the Board operates, please provide:
 1. Designated disabled parking bays — the number, and the location of each: which car park, and grid reference, latitude/longitude or postcode if held.
 2. Accessible toilets — the location of wheelchair-accessible toilets, by building, floor and department, and whether each needs a RADAR key.
 3. Changing Places toilets — whether the Board has a facility meeting BS 8300, where it is, and its opening arrangements.
 4. Step-free entrances and accessible drop-off — which entrances are step-free, and where any designated accessible drop-off point is.

Answer:

I am advised that we do not hold all this details requested in a centrally extractable format for every site in the board to be able to run reports to give this so it would be a case of a designated person manually reviewing each building - we currently have circa 260 - and listing detail asked for each question

Under the Freedom of Information Act NHS Lothian is not required to create new records to enable it to respond to your enquiry. This information is not collated or held in aggregate form and it would be necessary to review all buildings and documents relating to accessibility to assemble the information you seek. Even if NHS Lothian did this – and there would be significant cost implications in doing so – it would be unable to respond in full to your request. The information requested is therefore exempt under section 12.1 – Cost.

I am sorry I cannot help further with your request.

If you are unhappy with our response to your request, you do have the right to request us to review it. Your request should be made within 40 working days of receipt of this letter, and we will reply within 20 working days of receipt. If our decision is unchanged following a review and you remain dissatisfied with this, you then have the right to make a formal complaint to the Scottish Information Commissioner within 6 months of receipt of our review response. You can do this by using the Scottish Information Commissioner's Office online appeals service at www.itspublicknowledge.info/Appeal. If you remain dissatisfied with the Commissioner's response you then have the option to appeal to the Court of Session on a point of law.

If you require a review of our decision to be carried out, please write to the FOI Reviewer at the email address at the head of this letter. The review will be undertaken by a Reviewer who was not involved in the original decision-making process.

FOI responses (subject to redaction of personal information) may appear on NHS Lothian's Freedom of Information website at: <https://org.nhsllothian.scot/FOI/Pages/default.aspx>

Yours sincerely

ALISON MACDONALD
Executive Director, Nursing
Cc: Chief Executive