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Right to Know

Via E-mail: requests@righttoknow.ie

10th August 2023

Re: OEE AIE 2023 31 Acknowledgement / Fee Notification

Dear Sir/Madam,

I refer to your request dated and received on 1st August 2023, made under the EC (Access to Information on the Environment) Regulations 2007 to 2018 (AIE), for records held by the Environmental Protection Agency (EPA). The reference number assigned to your request is **OEE AIE 2023 31**. Please use this number in all future correspondence with the EPA on this matter.

Your request sought:

“Under the AIE Regs to request copies of the RMCEI Data Return Templates/Tables submitted by local authorities to EPA for 2022

Our understanding is these are in Excel format and submitted alongside annual local government reports to EPA”.

The decision maker handling your request is Eileen Butler.

I wish to acknowledge receipt of your request.

A final decision on your request will issue as soon as possible or at the latest, not later than one month from the date of receipt of your request, this means that you can expect a decision letter to issue not later than **31st August 2023**. However, we may be in touch with you again depending on whether your request is valid or not.

There are some limited situations under the AIE Regulations where it would not be possible to make a decision on your request within the above timeframe. If this occurs in the case of your request, you will be advised in writing of this extension.

Should our final decision not reach you on time, please feel free to contact me to discuss any problems that may have arisen. If you have not heard from the EPA once the allotted time has expired, you are automatically entitled to appeal this to the EPA for a review of the matter. This review proceeds on the legal basis that the initial request is considered to be refused once the specified time for responding to it has expired. The review is a full and new examination of the matter carried out by a more senior member of staff of the EPA.

FEES

The regulations allow for fees to be charged. The EPA has set the following charges:

- search, retrieval and copying of records: €20 per hour
- photocopy: €0.04 per sheet

This fee is charged in accordance with the schedule of fees listed on the EPA's website at: <https://www.epa.ie/who-we-are/access-to-information/access-to-information-on-the-environment/>. Please note that the fee may be waived where the cost is estimated at less than €100. We will consider reducing the fee if you hold a medical card or are in receipt of a social welfare payment. We will disregard charges if the record contains only personal information.

The final amount to be charged will be advised in the Final Decision Letter. Please note that the records and the Schedule of Records will only be released on payment of the final amount.

APPEAL

Under Article 11 of the AIE Regulations, you have a right to request an internal review of a decision. An internal review involves a complete reconsideration of the matter by a member of the staff of the EPA, unconnected with the original decision of the same or higher member of staff than the original decision maker, who may affirm, vary or annul the original Decision.

In the event that you need to make such an appeal, you can do so by writing to Ms. Ana Bolger, AIE Officer, EPA, P.O. Box 3000, Johnstown Castle Estate, Co. Wexford or by sending an email to aie@epa.ie. You should state that you are appealing because an initial decision was not sent to you within the time permitted. In that event, you would have one month (after the initial decision should have been sent to you) in which to make the appeal.

Yours sincerely,



Teresa Byrne
AIE Research Officer
Office of Environmental Enforcement