

Carlow County Council

Access to Information on the Environment (AIE)

You are entitled to request access to information on the environment that is held by us. This right comes from [Directive 2003/4/EC](#) of the European Parliament, the European Communities (Access to Information on the Environment) Regulations 2007 (S.I. No. 133 of 2007), the European Communities (Access to Information on the Environment) (Amendment) Regulations 2011 (S.I. No. 662 of 2011) and the European Communities (Access to Information on the Environment) (Amendment) Regulations 2014 (SI No. 615 of 2014).

Request Environmental Information

To submit a request, write us a letter that outlines the type of information you want and send it to the Access to Information on the Environment Officer, Carlow County Council, Water and Environment Section, Assembly Rooms, Cox's Lane, Carlow.

Note: When writing your letter make sure to state that you are seeking access to information under 'Access to Information on the Environment Regulations 2007 to 2014'.

We will reply to within 1 month of receiving your application. If you require assistance with your application or need further information contact us at the address below.

Categories of Information you can Access

The Directive covers information held in written, visual, aural, electronic or any other material form. There are 6 categories of information within this Directive:

1. The state of the elements of the environment, e.g. air, water, soil, land, landscape, biological diversity
2. Factors affecting, or likely to affect, the elements of the environment, e.g. energy, noise, radiation, waste, other releases into the environment
3. Measures designed to protect the elements of the environment, e.g. policies, legislation, plans, programmes, environmental agreements
4. Reports on the implementation of environmental legislation
5. Analyses and assumptions used within the framework of measures designed to protect the environment
6. The state of human health and safety, the food chain, cultural sites and built structures in as much as they may be affected by the elements of the environment

Making an request for Information

When making a request for information under the Access to Information on the Environment Regulations you are required to:

- state that the application is being made under the AIE Regulations and submit it in writing or electronic form

Access to Information on the Environment Officer
Environment Section
Carlow County Council
Assembly Rooms
Cox's Lane
Carlow
R93 X3T5
environmentadmin@carlowcoco.ie

- provide your contact details,
- state, in terms that are as specific as possible, the environmental information required, and specify the form and manner of access desired.

Normally you will be notified of the decision on your request within 1 month of its receipt.

Charges

Carlow County Council may apply charges for photocopying of documents. Charges will be on the same basis as those currently applied under the Freedom of Information Acts i.e.

1. Photocopy : €0.04 per A4 page
2. CD: €10.16

Right of Appeal

If you are not satisfied with the response to your letter, you can request an internal review to a higher officer within Carlow County Council

To request an internal review, write to us in the Council.

If you are not satisfied with the response from the Higher Officer, you can then contact the Office of the Information Commissioner to submit an appeal, www.oic.gov.ie.