



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 (S.I. 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 address shown below.

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 you 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

Charges

There is no initial fee for making an application under the AIE Regulations. However, the Heritage Council may charge a reasonable fee for supplying the information requested to cover costs of copying, printing &/or postage.

1. Photocopy: €0.04 per A4 page

Requirements for dealing with requests

In general, a public authority is required to respond to an AIE request within one month of receipt of the request. Where, due to the complexity or volume of information required, a public authority is unable to respond within the one month time frame, they are required to write to the applicant within the month, indicating when a response will be issued. This date should not be more than two months from the receipt of the original request.

Right of Appeal

If you consider that your original request for environmental information was refused wholly or partially, or was otherwise not properly dealt with in accordance with the provisions of the AIE Regulations, you may, not later than one month following the receipt of the decision from the Heritage Council request an internal review to a higher officer within the Heritage Council of the decision in part or in whole be completed.

No fee will be charged for the internal review process.

A written outcome of the review informing you of the decision, the reason for the decision and advising you of your right of appeal to the Commissioner for Environmental Information, including the time limits and fees associated with such an appeal, will be issued to you within one month of the date of receipt of the request.

How do I make an appeal to the Commissioner for Environmental Information?

A written appeal should be submitted to the Appeals Officer at the following address:

Office of the Commissioner for Environmental Information,
18 Lower Leeson Street,
Dublin 2.
Telephone: +353 (0)1 639 5689

Further contact details and information on the Commissioner's Office are contained on www.ocei.gov.ie

For more information

The Heritage Council
Church Lane
Kilkenny

Tel: 056 7770777

Email: administrator@heritagecouncil.ie