



25 February 2015

Email: [fyi-request-2515-7d156705@requests.fyi.org.nz](mailto:fyi-request-2515-7d156705@requests.fyi.org.nz)

Dear A O'Sullivan

**Request for Official Information**

Thank you for your request dated 23 February 2015, in which you requested "*any and all correspondence between the EPA staff and the Decision Making Committee and vice versa*".

The Environmental Protection Authority (EPA) considers your request for information as being very broad. The information that you requested including "*copies of any minutes, agendas, notes or other records of meetings between the EPA staff and the Decision Making Committee...relating to the above hearing, including formal and informal meeting, and including telephone conversations...hand written notes*" would entail substantial collation and research. You also requested the same information in relation to meetings between EPA staff members.

We recognise that as it is currently framed, your request may capture information beyond that which you want the EPA to provide. For example, in response to your current request you would receive a substantial amount of information relating to administrative matters such as hearing scheduling.

As such, we thought it best to ask if you would like to refine its scope. If not, then we will need to consider whether it is appropriate to:

- fix a charge for the supply of the requested information (time would be charged at \$38 per half hour after the first hour); and/or
- extended the time for responding to your request; or
- refuse your request.

Could you please also confirm that the specified time period for the requested correspondence covers the period of the Chatham Rock Phosphate application hearing (i.e. 26 September 2014 – 12 December 2014).

As the OIA imposes a statutory timeframe for responding to requests, it is requested that we are informed of your views by **Monday 2 March 2015**.

Please contact me if you have any queries.

Yours sincerely

Johanne Spring  
Acting General Manager  
**Applications and Assessment**