



Environmental information requests

Asking to see information we the
council has about the
environment





Environmental information

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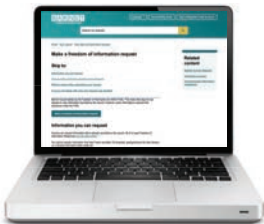
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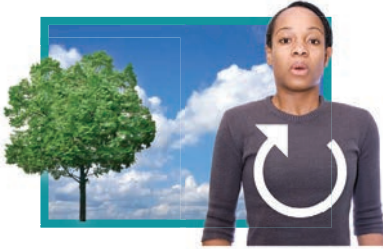
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Environmental information



We are Barnet Council. Some of our services are to do with the **environment** in our local area.

The **environment** is the world we live in and the air we breathe.



Things like:

- bin lorries to take away rubbish



- making sure people can enjoy the countryside in our local area



- deciding if new houses should be built



We write down and keep lots of information about these services.



The information we keep helps us to:

- make sure we are working in the best way

and



- learn more about the environment in our local area

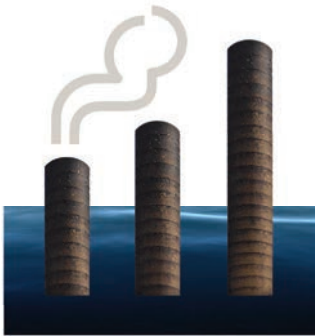
Environmental information requests



Sometimes people want to look at the information we keep about the environment.



Asking to look at this information is called making an **environmental information request**.



You can ask to see information about things like:

- how clean the air and water in our local area are



- plants and trees

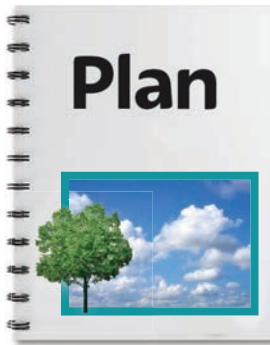


- noise



- **energy**

Energy is things like gas and electricity that give us power and heat in our homes.



- plans about the environment in our area



- how safe and healthy the people in our area are



- how much things like cars and factories affect the environment

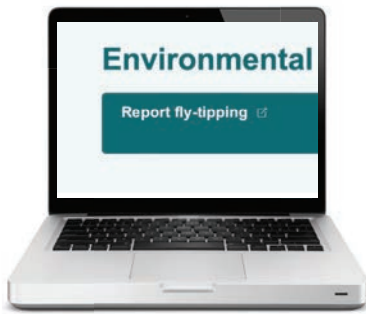


- if the food we grow in our area is safe for us to eat



- how important places to visit in our area affect the environment. Places like castles and big houses

Paying for environmental information requests



We try to put information about the environment on our website for free.



Sometimes you have to pay to look at information that is not on our website.



To find out if you need to pay for your environmental information request, contact us:



Email:

foi@barnet.gov.uk

Write to:

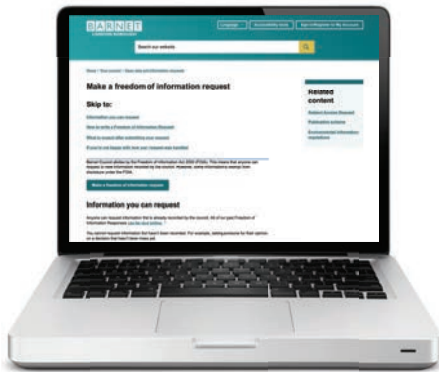
**Records and Information
Management Team
Barnet Council
2 Bristol Avenue
Colindale
London
NW9 4EW**



How to make an environmental information request



To make a request you can fill in a form on our website or you can write to us.



The form on our website is at:
www.barnet.gov.uk/your-council/open-data-and-information-requests/make-freedom-information-request



You can write a letter and post it to us:
**Records and Information
Management Team
Barnet Council
2 Bristol Avenue
Colindale
London
NW9 4EW**



When you make a request you should tell us:

- your full name



- your address or email address



- what information you want to know



To make it easier for us to understand what you are asking for, please can you:



- tell us the time you want to know about. For example, in 2022 or in 2023



- ask questions like **how much** or **how many**



For example, you might ask us **how much rubbish do you collect in a week?**

What happens next



We will send you a letter or email to tell you we are looking at your environmental information request.

The letter or email will tell you:



- what is happening with your environmental information request



- how to contact us if you have any questions for us



- if you need to pay us some money for us to look at your environmental information request



We will contact again within 20 working days.



We will tell you if we have said yes or no.



If we say yes , we will give you the information within 20 working days.



Sometimes it can take longer than 20 days. This may be if:

- we have some more questions for you
- we need more time
- we have asked you to pay some money and you have not paid it



What to do if you are not happy with what we say



You can contact us if are not happy with the way we did things.



Email us:

foi@barnet.gov.uk



Write to us:

**Records and Information
Management Team
Barnet Council
2 Bristol Avenue
Colindale
London
NW9 4EW**



Phone us:

020 8359 2000



We will look at your environmental information request and how we decided what to do about it.



We will then write you a letter or email telling you what we found out.



If you are still unhappy, you can **complain** to the **Information Commissioner's Office**.

Complaining is telling someone you are unhappy.



Email:
casework@ico.org.uk



Phone:

030 3123 1113



Write to:

Information Commissioner's office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF



For more information



If you have any questions or want more information about environmental information requests, contact us.



Phone:
020 8359 2000



Email:
foi@barnet.gov.uk



Write to:
**Records and Information
Management Team
Barnet Council
2 Bristol Avenue
Colindale
London
NW9 4EW**