

# Freedom of Information (FOI) Statement

## (last updated 8 April 2019)



This information is published in accordance with section 9 of the *Freedom of Information Act 1991*.

### EPA structure and functions

A description of the structure and functions of the Environment Protection Authority (EPA) can be found on the EPA website under [About Us](#), in the current [Annual Report](#), [Annual Performance Report](#) and [Corporate Plan](#).

The EPA provides support to the Board as set out in the Annual Report and other functions for the government including the administration of the *Radiation Protection and Control Act 1982* and administrative support to the Radiation Protection Committee.

### Ways in which the functions of the EPA affect members of the public

The EPA is South Australia's independent environment protection regulator. We work to protect, restore and improve the environment through the risk-based regulation of pollution, waste, noise and radiation. By working closely with industry, the community and government, the EPA protects our unique natural environment while supporting economic growth and improving wellbeing. The EPA's aim is a better environment for the wellbeing and prosperity of all South Australians.

The EPA exercises the powers, functions and duties of the *Environment Protection Act 1993* and the *Radiation Protection and Control Act 1982* to monitor, evaluate and minimise human impacts on the environment by:

- Licensing, inspecting and auditing activities that have an impact on the environment.
- Undertaking environmental assessment of development proposals referred via the *Development Act 1993* and Schedules 8, 21 and 22 of the *Development Regulations 2008*.
- Promoting best-practice compliance for licensees.
- Giving support to local government by providing expertise, training and information relating to the local management of illegal dumping, local nuisance and waste management issues.
- Monitoring and reporting on air, noise and water quality.
- Assessing and reporting on industry monitoring programs.
- Developing environmental policies.
- Undertaking State of the Environment reporting.
- Advising on radiation safety regarding non-ionising radiation sources.
- Monitoring and assessing the use of ionising radiation in medical, research, industrial and mining organisations.

The EPA's [Strategic Directions 2018–2022](#) sets out the EPA's vision for a better environment for the health and wellbeing and prosperity of all South Australians. To achieve this vision, the EPA's objectives are to:

- Safeguard communities and the environment.
- Enable innovative and sustainable industry practices.
- Work with communities and industry to manage environmental challenges.
- Build and share our knowledge, science and information.

- Be an effective and trusted regulator, striving for excellence in our capability and performance.
- The EPA's Corporate Plan identifies the priority initiatives for the financial year in alignment with its strategic directions.

## Public participation

The EPA will work closely with communities, industry, research bodies and governments to best manage environmental pressures, and identify emerging challenges and opportunities by:

- Engaging and listening to communities to better understand environmental challenges.
- Working with industry to identify issues and recognise opportunities for better environmental practices.
- Collaborating with research institutes to develop knowledge and assist with solving environmental challenges.
- Working with local government, other government agencies and our peers in other jurisdictions to develop and implement integrated solutions.

## Documents held by the EPA

The documents held by the EPA broadly include:

- Corporate files containing correspondence, memoranda, briefings, reports and technical information on the EPA's operations.
- Policies, procedures and guidelines to support the delivery of the EPA's operations.
- Accounting and financial reports.
- Personnel files relating to the EPA's employees.
- Annual reports and strategic planning documents.
- Administrative records.
- Minutes of meetings and terms of reference of administered boards and committees.
- EPA authorisation files which may contain third party commercial information relating to undertaking prescribed activities of environmental significance.
- Site contamination files containing third-party information relating to contamination on or below the surface of a site.

The listing of these documents by the EPA does not necessarily mean all documents are accessible under the *Freedom of Information Act 1991*.

The EPA maintains a [Public Register](#) and makes information available for the public to obtain copies or inspect, including:

- environmental authorisations
- new applications
- development authorisation referrals
- completed prosecutions and civil penalties
- site contamination
- environmental protection orders.

For further information about documents that are available free of charge or for purchase from the EPA, including publications, policies, papers, public register information, refer to the [EPA website](#) or contact (08) 8204 2004.

## EPA policy documents

EPA's policy documents can be broadly categorised into the following areas:

- financial management
- human resource management
- governance, procurement and asset management
- data and information
- corporate communications
- operational
- administration of legislation.

## FOI applications

For more information on how to make a FOI application and to download the most current application form, please visit the [State Records of South Australia website](#), or submit an [online application](#).

FOI applications and enquiries for access to documents in the possession of the EPA, and applications for amendment of personal records under the *Freedom of Information Act 1991*, can also be addressed to:

The Freedom of Information Officer  
Environment Protection Authority  
GPO Box 2607  
Adelaide SA 5001

For more information please phone the FOI Officer on (08) 8204 9128 or email: [EPAPublicRegister@sa.gov.au](mailto:EPAPublicRegister@sa.gov.au)

Office hours are between 9 am–5 pm, Monday to Friday.