

# Freedom of Information (FOI) Statement

(last updated 28 June 2023)



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

## EPA structure and functions

The EPA provides support to the Environment Protection Authority Board as set out in the Annual Report, and other functions for the government including the administration of the *Radiation Protection and Control Act 2021* and administrative support to the Radiation Protection Committee.

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 [Strategic Directions, Corporate Plan, Compliance Plan and Annual Report](#).

## How EPA functions affect members of the public

The EPA exercises the powers, functions and duties of the *Environment Protection Act 1993* and the *Radiation Protection and Control Act 2021* 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 *Planning Development and Infrastructure Act 2016* and the Planning and Design Code
- 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 is South Australia's independent environment protection regulator. We ensure that all reasonable and practicable measures are taken to protect, restore and enhance the quality of the environment having regard to the principles of ecologically sustainable development. We protect, restore, and enhance the environment through the risk-based regulation of pollution, waste, noise, and radiation. We encourage better environmental practices and promote the circulation of materials for resource recovery and recycling.

Our [Strategic Directions 2022–26](#) provides a framework for leading the way in preventing and reducing harm, achieving better outcomes, and responding to the environmental challenges facing South Australia today and into the future.

## 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 index
- Environment 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 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:

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](#).

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