Dear Mr Byers

City Road, Crwys Road and Whitchurch Road - Bus and Cycle Study

Thank you for your request for information regarding the above which we received on 6th February 2013, and which falls under the Environmental Information Regulations 2004.

We are considering your request under the terms of the Environmental Information Regulations 2004. You should receive the information requested within 20 working days. However under Regulation 7 we can extend the timescale for a response if the information is exempt, we require additional time to consider whether disclosure is in the public interest or the information requested is complex and additional time is needed for collation.

Cardiff Council’s policy is to carry out the spirit and requirements of the Environmental Information Regulations 2004, in a manner which:

- recognizes the duty to inform as the essential principle underlying the legislation;
- discloses to requesters the maximum information possible which is not injurious to the public and private interests identified in the exemptions in the regulations and does so in the most timely and consistent manner given the nature and scope of the request;
- ensures that fees permitted under the regulations are kept to an absolute minimum whilst safeguarding our position as a non-profit making organisation

The Regulations define a number of exceptions which may prevent the release of information. If any exceptions apply to your information request they will be considered prior to disclosure. If any of the exemption categories do apply an explanation for non-disclosure will be included in the Decision Notice response you will receive, included in this notice will be your right to seek an internal review of our decision.

If the information you request contains reference to a third party then they may be consulted prior to a decision being taken on whether or not to release the information to you. We will keep you informed if this issue arises.
If you have any queries or concerns regarding the EIR please do not hesitate to contact me.

Yours Sincerely

[Signature]

Caroline Stokes
for Chief Officer – City Management
ar ran y Prif Swyddog – Rheoli’r Ddinas

PLEASE REPLY TO:  City Management,
Room 436, County Hall, Cardiff, CF10 4UW
ATEBWCH I:  Rheoli’r Ddinas,
Ystafell 436, Neuadd y Sir, Caerdydd CF10 4UW