



# Cyngor Cefn Gwlad Cymru Countryside Council for Wales

**CADEIRYDD/CHAIRMAN:MORGAN PARRY**

Anfonwch eich ateb at/Please reply to:

Donna Muirhead- Cyfeiriad Isod/Address Below

Llinell Union/Direct Line: 01248 387219

Ffacs/Fax: 01248 385500

Ebost/Email:d.muirhead@ccw.gov.uk

**PRIF WEITHREDWR/CHIEF EXECUTIVE: ROGER THOMAS**

Ein cyf/Our ref:ATI000889

Eich cyf/Your ref:

[request-130311-b4c5e2a8@whatdotheyknow.com](mailto:request-130311-b4c5e2a8@whatdotheyknow.com)

9 October 2012

Dear Claire Russell Griffiths,

## YOUR REQUEST FOR INFORMATION

Thank you for your recent request for information. This request has been allocated Request Number ATI0000889.

I am writing to advise you that the time limit for responding to your request for information under the Environmental Information Regulations 2004, which we received on 18 September 2012, needs to be extended.

The Regulations allow us 20 working days to respond to your request from the date of its receipt. However, it is occasionally necessary to extend the 20-working-day time limit for issuing a response. In this case, I regret that we must extend the time limit for responding by 20 working days because of the complexity and volume of the request.

I hope to let you have a response by no later than 13th of November and will endeavour to respond sooner than the date provided.

Yours sincerely

Donna Muirhead  
Access to Information Officer

## 2. Appeals and Complaints procedure



*Gofalu am natur Cymru - ar y tir ac yn y môr • Caring for our natural heritage - on land and in the sea*

Prif Swyddfa/Headquarters

MAES-Y-FFYNNON, PENRHOSGARNEDD, BANGOR LL57 2DW FFÔN/TEL: 01248 385500 FFACS/FAX: 01248 355782

<http://www.ccw.gov.uk>

## Appeals

If you are not happy with our refusal to release information and wish to appeal, you should write to Adrian Williams, Director of Planning & Resources, (Countryside Council for Wales, Maes y Ffynnon, Penrhosgarnedd, Bangor, Gwynedd LL57 2DW) who will consider your appeal (unless he was involved in the original decision to refuse information, in which case another director will consider the appeal). Explain your appeal and mention any letters you have already sent us.

If you are still not satisfied you have a right of appeal to:

[Information Commissioner's Office](#), Wycliffe House, Water Lane

Wilmslow, Cheshire, SK9 5AF. Telephone: 01625545700 or e-mail: [mail@ico.gsi.gov.uk](mailto:mail@ico.gsi.gov.uk)

## Complaints Procedure

If you wish to make a complaint about the way your request was handled by CCW, use our formal [Complaints Procedure](#). Write to Adrian Williams, Director of Planning & Resources, (Countryside Council for Wales, Maes y Ffynnon, Penrhosgarnedd, Bangor, Gwynedd LL57 2DW). He will investigate your complaint thoroughly and reply within two weeks of receiving your letter.

If you are still not happy, write to Roger Thomas, Chief Executive (Countryside Council for Wales, Maes y Ffynnon, Penrhosgarnedd, Bangor, Gwynedd LL57 2DW). Explain your complaint and mention any letters you have already sent us.

Public Service Ombudsman for Wales 1 Ffordd yr Hen Gae, Pencoed CF35 5LJ  
0845 601 0987 [ask@ombudsman-wales.org.uk](mailto:ask@ombudsman-wales.org.uk) [www.ombudsman-wales.org.uk](http://www.ombudsman-wales.org.uk)