

██████████  
Business and Finance Manager  
[foi@environmentalstandards.scot](mailto:foi@environmentalstandards.scot)  
0808 1964000

██████████@gmail.com

26 May 2026

Dear ██████████,

**Information request – excessive cost**

**ESS Reference: ESS.IR.032 (Part 2)**

I am writing in response to your email of 2 April 2026, requesting information under the Freedom of Information (Scotland) Act 2002 (FOISA).

Environmental Standards Scotland (ESS) sought clarification for your request. After receipt, ESS confirmed that it would treat each part as a separate request.

The information you requested in part 2 is as follows:

‘Part 2: Communications Relating to Environmental Resource Center Scotland (ERCS)

1. All internal communications (including emails, meeting minutes, briefings, memoranda, instant messages, or notes) in which Environmental Resource Center Scotland (ERCS) is mentioned or discussed by any ESS staff member, from March 2024 to the date of this request.
2. All correspondence sent or received by ESS to or from ERCS during the same period.
3. Any internal assessments, opinions, briefings, or records concerning ESS’ role, standing, or the nature of referrals or matters connected with ERCS.’

**Environmental Standards Scotland Enquiries**

[enquiries@environmentalstandards.scot](mailto:enquiries@environmentalstandards.scot)

Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD  
0808 1964000

While ESS' aim is to provide information whenever possible, I have considered your request and concluded that the cost of complying with it would be more than £600. Under section 12(1) of the Freedom of Information (Scotland) Act 2002 (FOISA), ESS is not obliged to comply with a request where the estimated cost of doing so exceeds that sum.

ESS conducted an initial search of its systems for records of communication matching the desired criteria and found in excess of 1,000 related items. We estimate that the costs of locating, retrieving, redacting and providing this information will exceed the £600 limit.

### **Options for reducing the cost**

I appreciate that this will be disappointing for you. I would be pleased to discuss whether your request could be changed, to bring down the cost of providing the information and allow us to respond.

For example, in this case you might be able to reduce the volume of information you were looking for by specifying a particular case or discussion content, or by reducing the timescale of your request.

Please contact me if you would like to discuss options. We may charge a fee. You may also find it helpful to look at the Scottish Information Commissioner's 'Tips for requesting information under FOI and the EIRs' on his website at:

<http://www.itspublicknowledge.info/YourRights/Tipsforrequesters.aspx>.

### **Right to seek a review**

If you are unhappy with this response to your request under [FOISA/EIRs], you may ask us to carry out an internal review of the response by writing to:

Chief Executive Officer  
Environmental Standards Scotland  
Thistle House  
91 Haymarket Terrace Edinburgh  
EH12 5HD  
Email [foi@environmentalstandards.scot](mailto:foi@environmentalstandards.scot)

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Your review request should explain why you are dissatisfied with this response, and should be made within 40 working days from the date when you received this letter. We will complete the review and tell you the result within 20 working days from the date when we receive your review request.

If you are not satisfied with the result of the review, you then have the right to appeal to the Scottish Information Commissioner. More detailed information on your appeal rights is available on the Commissioner's website at: <https://www.foi.scot/appeal>

Yours sincerely

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Business and Finance Manager  
Environmental Standards Scotland

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