



7 October 2019

CITB
Head Office
Bircham Newton
Kings Lynn
Norfolk
PE31 6RH

Email: information.governance@citb.co.uk
www.citb.co.uk

Dear

Freedom of Information Request 23 2019

Thank you for contacting CITB requesting information under the Freedom of Information Act (FOIA). In your email dated 24 September 2019 you asked:

1. The full document(s) of legislation that you use to decipher the policy of the CITB for implantation of the Levy
2. The Government body and the actual person you are directly accountable to at that body and their position. If this is not you then please give the name of the person at CITB who is accountable to the Government body.

Please note that this information is in the public domain and published on our website and can be found on the front page under About CITB <https://www.citb.co.uk/about-citb/>

Within this area, you have access details of how the organisation came into being, the relevant legislation and why and how we continue to exist, plus the relevant processes followed. You will also access information about CITB's governance.

CITB is one of the non-departmental public bodies (NDPBs). As defined on the Government website: a non-departmental public body (NDPB) is a "body which has a role in the processes of national government, but is not a government department or part of one, and which accordingly operates to a greater or lesser extent at arm's length from ministers".

If you are unhappy with this response, or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied, then you may apply for an independent internal review by contacting Adrian Beckingham, Corporate Performance Director, CITB, Bircham Newton, King's Lynn, Norfolk, PE31 6RH or email adrian.beckingham@citb.co.uk.

If you remain unhappy following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Further details of the role and powers of the Information Commissioner can be found on the Commissioners website: <https://ico.org.uk/>

Yours sincerely

Rachel Brooks
Information Risk & Data Governance Manager