



20/05/2021

CITB
Head Office
Sand Martin House
Bittern Way
Peterborough
PE2 8TY

Email: information.governance@citb.co.uk
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Dear [REDACTED]

Freedom of Information Request: 082021

Thank you for contacting CITB requesting information under the Freedom of Information Act (FOIA). Your email, dated 04/05/21, asked for the following information:

1] Please state the effective date (day, month and year) of your organisation's 2021 pay review.

1st April 2021

2] If the 2021 pay review has yet to be finalised please state the month in which you anticipate it will be concluded.

May 2021.

3] Please state the employee group/s covered by the 2021 pay review.

All eligible colleagues directly employed by CITB

4] Please state the total number of employees covered by the 2021 pay review.

653

5] Please provide a copy of your 2021 pay agreement (if applicable) or generic pay circular sent to employees (that is one that does not identify any individual employee) outlining the outcome of the latest pay review if there are no collective negotiations.

See attached formal offer document that was sent to the Unions. (Appendix 1)

6] Please state the % consolidated basic pay rise received by the lowest-paid adult (aged 18 and over) employee as a result of the latest pay review, excluding the effect of any incremental progression, merit pay or bonuses.

1%

7] If an employee's annual pay award is determined solely according to an assessment of their individual performance (commonly known as a merit increase) as opposed to an across-the-board pay rises (where all employees generally receive the same increase irrespective of their individual performance) please state the percentage of the paybill allocated to fund these awards, the range of increases and whether or not the awards are consolidated.

0.68% - this is for colleagues who are in the growth section of the pay scale and move to the next development milestone.

8] If any employees were eligible for individual performance-related payments or bonuses over and above the general pay rise please state the range of increases (either as a percentage of their base salary or a cash amount as applicable), whether or not they were consolidated into basic pay and please state the overall % of the paybill allocated to fund these awards.

Not applicable

9] Please state the overall paybill increase as a result of the latest pay review expressed as a percentage of the paybill.

1.4%

10]. Please state the name of the union/unions party to your main collective agreement covering pay and conditions if there are collective negotiations.

Unite the Union and GMB. Pay reviews are subject to negotiations however this year we have failed to reach agreement.

11] Please provide the name and contact details of the person/s responsible for overseeing your organisation's annual pay review.

Jennifer King, People Director, Jennifer.king@citb.co.uk



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, Sand Martin House, Bittern Way, Peterborough, PB2 8TY 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

Jonathan Francis
Information Risk & Data Governance Manager