



16 June 2020

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

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

Dear [REDACTED]

Freedom of Information Request 2020-006

Thank you for contacting CITB requesting information under the Freedom of Information Act 2000 (FOIA). In your request, dated 18 May 2020, you asked for the following:

1. Suspension of industry levy collection was announced on March 26th on Twitter by Sarah Beale. During the announcement, Sarah Beale said "Our board held an extraordinary meeting last night where they have given approval to suspend this year's levy". Please supply all board meeting minutes and correspondence relating to CITB's decision to suspend levy collection.
2. Please supply all correspondence with government departments relating to your support for the construction industry during the coronavirus crisis.
3. On May 14th on the CITB website, Sarah Beale confirmed under the subheading 'Making the right choices for our customers – message from Sarah Beale', that CITB is 'talking to the Department for Education about options that may be available to reduce this year's levy bills'. I understand the outcome of these discussions will be included in your revised 2020/21 business plan. Please provide all meeting minutes and correspondence relating to CITB's discussions with the Department for Education on options that may be available to reduce this year's levy bills.
4. Please supply all board meeting minutes and correspondence relating to CITB's decision to cut funding for Future Made from 10.8m to below £1m for Future Made and Go Construct combined.
5. Yesterday CITB's consultation on levy proposals closed. Please supply all summary responses and comments from this consultation. I trust this can be done without delay due to the electronic nature of this consultation.

My response is as follows:

1. Please supply all board meeting minutes and correspondence relating to CITB's decision to suspend levy collection

- a) The provision of Board meeting minutes is exempt from disclosure at this time. CITB publishes the minutes of its Board meetings on its website, therefore Section 22 of the Freedom of Information Act – Information Intended for Future Publication – applies.
- b) The provision of Board correspondence is exempt from disclosure; I have recently responded to an identical request asking for Board meeting minutes and correspondence relating to the suspension of Levy collection. As my response to this request is already in the public domain (see [link](#)), Section 21 – Information Already Reasonably Accessible applies

2. Please supply all correspondence with government departments relating to your support for the construction industry during the coronavirus crisis

As with my response to Q1, above, the information requested is exempt from disclosure at this time; I have recently responded to an identical request for information relating to correspondence with Government departments relating to CITB's support for the construction industry during the coronavirus crisis. As this information is already in the public domain (see the same [link](#) as in Q1) s.21 applies.

3. Please provide all meeting minutes and correspondence relating to CITB's discussions with the Department for Education on options that may be available to reduce this year's levy bills

As with my response to Q2 above, the information is exempt from disclosure at this time. In response to a previous request for minutes and correspondence with Government departments (see the same [link](#) as Q2) we are considering the information that falls in to this category and a further response will follow.

4. Please supply all board meeting minutes and correspondence relating to CITB's decision to cut funding for Future Made from 10.8m to below £1m for Future Made and Go Construct combined

- a) The Board have an overview of the budget and funding; in respect of the specific request such amendments are made at Executive Team level and therefore are not reflected within the minutes of the CITB Board.
- b) As reflected within 4a) above, decisions relating to the budget allocated to individual items, campaigns and projects are made at Executive Team level. Board members received a copy of the revised budget within the Skills Stability Plan, including the funding available for Future Made and Go Construct. CITB intend to publish this Skills Stability Plan, therefore the information requested is intended for future publication, and a s.22 exemption applies.



5. Yesterday CITB's consultation on levy proposals closed. Please supply all summary responses and comments from this consultation

The provision of summary responses and comments from the Levy proposal consultation is exempt from disclosure at this time; CITB intends to publish the results of the consultation on the Levy proposals, therefore s.22 Information Intended for Future Publication applies.

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