

15th January 2024

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: 352023

Following your email dated 19th December 2023 requesting the following:

1. Please outline the names of the people who attended the working groups for each of the eight plant categories.

Category of Plant
Excavator 360, above 10 tonnes (tracked)
Forward tipping dumper (wheeled)
Rear tipping dumper/dump truck: articulated chassis (all sizes)
Ride on roller
Telescopic handler: all sizes excluding 360 slew
Industrial forklift
Plant and Vehicle Marshaller
Slinger, Signaller: all types, all duties.

2. Please list the dates of the meetings held for the development of each standard by category and list the number of representatives Non-CITB that attended the working group meeting.
3. **Members of the working groups:** - Please could you send me a copy of the Terms of Reference required to become a member of a working group, also list the checks CITB made to ensure that those members were sufficiently competent on behalf of our industry. Please include any other documentation relating to how CITB ensured they engaged the correct persons to enable them to develop standards for industry.

The response is as follows:

1. Please outline the names of the people who attended the working groups for each of the eight plant categories.

The disclosure of this information is personal information and we are obliged to apply an exemption to your request: Exemption 40 (2) (personal information) of the Freedom of Information Act 2000.

2. Please list the dates of the meetings held for the development of each standard by category and list the number of representatives Non-CITB that attended the working group meeting.

Please see Appendix 1 attached.



3. **Members of the working groups:** - Please could you send me a copy of the Terms of Reference required to become a member of a working group, also list the checks CITB made to ensure that those members were sufficiently competent on behalf of our industry. Please include any other documentation relating to how CITB ensured they engaged the correct persons to enable them to develop standards for industry.

Please see Appendix 2 attached. Please note this document has been redacted for personal information.

Plant Sector Representative Organisation (PSRO), Construction Plant-hire Association (CPA), Construction Plant Competence Scheme (CPCS) and National Plant Operators Registration Scheme (NPORS) were asked to encourage engagement and support the development.

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, Strategy and Policy 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. You can raise a complaint with the ICO via their portal www.ico.org.uk/foicomplaints or by contacting them at

Information Commissioner's Office
Wycliffe House
Water Lane,
Wilmslow, Cheshire,
SK9 5AF
Tel: 0303 123 1113 (local rate)

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