



Office of the Pubs Code Adjudicator  
Lower Ground  
Victoria Square House  
Victoria Square  
Birmingham  
B2 4AJ

Email: [office@pubscodeadjudicator.gov.uk](mailto:office@pubscodeadjudicator.gov.uk)

31 March 2021

[REDACTED],

**Request under the Freedom of Information Act 2000:** [REDACTED]

Thank you for your email, received on 19 March 2021, in which you requested information from the Pubs Code Adjudicator (PCA) under the Freedom of Information Act 2000 (the FOI Act).

The FOI Act entitles you to:

- know whether the information you have requested is held by the PCA; and
- be provided with that information, subject to any exemptions in the Act which may apply.

On 19 March 2021 you made the following request for information held by the PCA:

*I would be grateful if you would forward to me an organisational chart showing the internal structure of the Office of the PCA, detailing the various teams within the organisation, operational responsibilities, managerial lines of reporting, team numbers and job titles/roles.*

*As an agency of Government, I would also be grateful if you would confirm the regular line of direct reporting between the Office of the PCA and the Department of Business, Energy and Industrial Strategy.*

In respect of your first request, please find enclosed an organogram showing the existing staffed roles within the PCA Office at the date of your request. This shows areas of operation and responsibilities, and management reporting lines. Please note that this is the current organogram of staff in post and the PCA team is expected to change and develop over time.



## Pubs Code Adjudicator

By way of further advice and assistance, I can advise that you may find it useful to consider the PCA Office annual report for 2019/2020 alongside the organogram. The annual report provides detail of the operational structure of the office, further information about activities within each area and how this reflects the delivery of the PCA's statutory functions (see in particular pages 8 and 9 of the annual report).

In respect of your second request, the PCA is a statutory office holder appointed by the Secretary of State and is independent of Government in the exercise of its functions. As an arms length body of the Department for Business Energy and Industrial Strategy (BEIS), BEIS is responsible to Parliament for the PCA. The annual report explains the governance structure for the PCA, including the Governance Board which facilitates the relationship between the PCA and BEIS. The Board meets on a quarterly basis and comprises of staff from the PCA Office and staff from the BEIS sponsorship team.

If you do not believe that the office of the PCA has provided an appropriate response to your request, you are entitled to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original request and should be made in writing, quoting the above reference, to [office@pubscodeadjudicator.gov.uk](mailto:office@pubscodeadjudicator.gov.uk) or:

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If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely,

# PCA Organogram

Last updated 11th March 2021

