



Date
31 October 2025

Post Office
100 Wood Street
London EC2V 7ER

Your Ref:

Classification:
Public

Dear [REDACTED],

Freedom of Information Request – FOI2025/00031

We are writing in response to your email received by Post Office Limited (**Post Office**) on 15 January 2025, which has been dealt with under the terms of the Freedom of Information Act 2000 (**FOIA**). Please accept our sincere apologies for the delay in responding to your request.

In your email, you have requested the information shown verbatim in bold below:

“Please disclose the Minutes from any Post Office Limited Board Meetings in May and June of 2023.

Please also disclose Minutes of any Nominations Committee Meetings in these same months.

Please include the list of attendees at each meeting.”

We can confirm that Post Office does hold the information you have requested. Post Office Board Meetings were held on 24 May 2023 and 6 June 2023, with Nominations Committee Meetings held on 6 June 2023 and 29 June 2023.

Please find the attached documents in response to your information request, titled as follows:

- 20230524_POL_Board_Additional_MIN_Signed.pdf
- 20230606_POL_Board_MIN_Signed.pdf

- 20230606_POL_NomCo_MIN_Signed.pdf
- 20230629_POL_NomCo_MIN_Signed.pdf

Some sections of the Board Meeting minutes and Nominations Committee Meetings minutes have been withheld under the exemptions in section 43(2) of the FOIA, relating to commercial interests; section 42(1) of the FOIA, relating to legal professional privilege; and sections 40(2) and 40(3A) of the FOIA, relating to personal information.

Commercial Interests

Some of the information you requested is being withheld as it falls under the exemption in section 43(2) of the FOIA, which relates to information which would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it). In applying this exemption, we have had to balance the public interest in withholding the information against the public interest in disclosure.

We recognise that there is a public interest in disclosure of information about Post Office Board Meetings and Nomination Committee Meetings as this helps promote transparency in Post Office business and reassurance about the way public money is being spent.

However, there is a strong public interest in withholding parts of the Board Meeting minutes as it would, if disclosed, prejudice the commercial interests of Post Office or its key stakeholders and third parties. Post Office Board Meetings involve discussions that include very sensitive information relating to Post Office, including about Board targets, design and implementation of incentive schemes and internal commercial deliberations. It is not in the public interest to publish sensitive details of discussions that would be likely to prejudice Post Office's position in a competitive market. Doing so would give our competitors the opportunity to disrupt the remuneration and incentive offers that are made during our recruitment process, thus weakening our ability to recruit talented employees.

Personal Information

We have also determined that some information contained within the documents should be withheld under sections 40(2) and 40(3A) of the FOIA, at the information constitutes personal data relating to other persons. These sections exempt personal

information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would breach any of the data protection principles in Article 5(1) of the UK General Data Protection Regulation ("GDPR").

We consider that disclosure of this information is likely to breach the first data protection principle, which provides that personal data must be processed lawfully, fairly, and in a transparent manner. Disclosure would not constitute 'fair' processing' as some information relates to junior employees who are not public facing and would not reasonably expect their names or roles were to be disclosed in relation to this request for information. We also do not consider discussions about sickness absence or performance of Post Office employees fair processing of the data in relation to FOIA responses.

Legal professional privilege

Section 42(1) of the FOIA exempts information in respect of which a claim to legal professional privilege could be maintained. This is a qualified exemption and therefore the public interest test has also been considered.

Post Office is satisfied that the public interest in maintaining the exemption by withholding the privileged information contained in the Board Meeting minutes outweighs the public interest in disclosing it. In reaching this conclusion Post Office has considered a variety of factors for and against disclosure, including the public interest in transparency. Against these factors Post Office notes, in particular, the strong inherent public interest in preserving legal privilege which it considers, in all the circumstances, outweighs the public interest in disclosure.

If you are dissatisfied with the handling of this response, you do have a right to request an internal review. You can do this by writing to the address above within 40 working days of receipt of this response stating your reasons for your internal review request or alternatively, by emailing information.rights@postoffice.co.uk.

If, having requested an internal review by Post Office, you are still not satisfied with our response you also have a right of appeal to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House

Water Lane
Wilmslow
Cheshire SK9 5AF

Telephone: 0303 123 1113
www.ico.org.uk/foicomplaints

Yours sincerely,

Information Rights Team
information.rights@postoffice.co.uk
<https://corporate.postoffice.co.uk/en/governance/access-to-information/access-to-information/>

Post Office Limited is committed to protecting your privacy, information about how we do this can be found on our website at www.postoffice.co.uk/privacy