



[Redacted]
[Redacted]

Date
20 June 2024

Post Office
100 Wood Street
London EC2V 9ER

Your Ref:

Classification:
Public

Dear [Redacted] ngs,

Freedom of Information Request – FOI2024/00332

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 21 February, which has been dealt with under the terms of the Freedom of Information Act 2000 (“**FOIA**”). We sincerely apologise for the delay in our response.

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

“On behalf of the [Redacted], and in the public interest under the freedom of information act, please could you provide the following details via email:

*** All correspondence and minutes of meetings, documents of call notes between former Post Office Chairman, Henry Staunton, and the former Permanent Secretary for the department of business and trade, Sarah Munby, between December 2022 and February 2023.”**

We can confirm that Post Office does hold the information you have requested.

After carrying out a search of former Post Office Chairman Henry Staunton’s emails, we located four letters that were sent or received by Henry Staunton and Sarah Munby. We did not locate any meeting minutes or records of calls between both parties.

Please see the document titled, "FOI2024_00332 – Information_Redacted.pdf", which includes the email correspondence and the letters.

Please note, we have redacted some personal data within the letters as it falls under the exemption in sections 40(2) and 40(3A) of the FOIA, as 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 of the personal data because the names and job roles of junior employees, contact details, and signatures would not be expected to be disclosed in relation to this request for information.

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