



[Redacted]
[Redacted]

Date
17 September 2024

Post Office
100 Wood Street
London EC2V 9ER

Your Ref:

Classification:
Public

Dear [Redacted],

Freedom of Information Request – FOI2024/00250

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 2 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:

“Regarding the subcommittee set up by the post office called "project sparrow" and under the freedom of information act...

Please can you release - completely unredacted - the "Project Sparrow" minutes for each meeting held in 2014.

If you can't release for the whole year please can I have minutes for the months of April May June July August September 2014.”

We can confirm that Post Office does hold the information you have requested. There were three Project Sparrow Subcommittee meetings that took place in 2014, on 9 April, 30 April, and 6 June.

The minutes for the meeting held on 6 June 2014 have been published on the Post Office Horizon IT (“**POHIT**”) Inquiry website at the following link:

<https://www.postofficehorizoninquiry.org.uk/evidence/pol00006571-project-sparrow-sub-committee-minutes-6-june-2014>

As the information is reasonably accessible to you by other means, under section 21 of the FOIA, Post Office are not required to provide a copy of the information with this response.

We have provided the minutes for the meetings held on 9 April 2014 and 30 April 2014 with this letter. Please see the documents titled, "Sparrow Minutes 2014 04 09_Redacted.pdf" and "Sparrow Minutes 2014 04 30_Redacted.pdf".

We have redacted one signature in each document under 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 individual would not expect their signature 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