

15 August 2023

**IC-248838-G4S3**

**Request**

You asked us:

*"The Executive Team minutes for the 18th May 2023 have not been published [here](#) and there is no update for June or July.*

*Can I please have these or have them published?"*

We received your request on 2 August 2023.

We have handled your request under the Freedom of Information Act 2000 (the FOIA).

**Our response**

I can confirm that we hold information in scope of your request. However, we are withholding this information in full with reliance on section 22 of the FOIA.

Section 22 of the FOIA states that information is exempt from disclosure in response to an information request if:

*"(a) the information is held by the public authority with a view to its publication, by the authority or any other person, at some future date (whether determined or not),*

*(b) the information was already held with a view to such publication at the time when the request for information was made, and*

*(c) it is reasonable in all the circumstances that the information should be withheld from disclosure until the date referred to in paragraph (a).*

The information you have requested is set to be published in the future. The Executive Team minutes are published on a regular basis on our [website](#). The information that is currently not published on that page will be published in due

course.

The agendas for June and July of this year, along with the minutes for May and June will be uploaded in the near future. We expect the minutes for July's meeting to be uploaded around the start of September.

The exemption at section 22 is qualified by the public interest test, meaning that the information should be disclosed if the public interest in the maintenance of the exemption does not outweigh the public interest in disclosure.

In this case the public interest factors in disclosing the information are:

- Encouraging transparency and openness amongst the ICO's senior staff in how Executive Team meetings are conducted.

The factors in favour of withholding the information are:

- The ICO has a history of publishing this information on a regular basis and has committed to publishing each month's Executive Team meeting agenda and minutes (and at that point the information will be in the public domain anyway).
- Earlier disclosure is not necessary to satisfy any pressing public interest at the present time.
- Controlling the release of this information ensures that all staff involved have been able to ensure the minutes are an accurate record of the meeting, and that any redactions can be applied should they be necessary.

Having considered the public interest arguments, we have decided to withhold this information in reference to section 22 of FOIA.

This concludes our response to your request.

### **Next steps**

You can ask us to review our response. Please let us know in writing if you want us to carry out a review. Please do so within 40 working days.

You can read a copy of our full review procedure [here](#).

If we perform a review but you are still dissatisfied, you can complain to the ICO as regulator of the FOIA. This complaint will be handled just like a complaint made to the ICO about any other public authority.

You can [raise a complaint through our website](#).

## **Your information**

Our [Privacy notice](#) explains what we do with the personal data you provide to us, and set out your rights. Our retention schedule can be found [here](#).

Yours sincerely



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