

Executive Team minutes

30 March 2015

Members and other attendees present

Simon Entwisle	Deputy Chief Executive Officer
Christopher Graham	Information Commissioner (Chair)
David Smith	Deputy Commissioner and Director of Data Protection
Graham Smith	Deputy Commissioner and Director of Freedom of Information
Peter Bloomfield	Senior Corporate Governance Manager (item 3)
Neil Bostock	Corporate Governance Officer (Secretariat)

1. Introductions and apologies

1.1. There were no introductions or apologies.

2. Matters arising from the previous meeting

Minutes

2.1. The minutes of the previous meeting were presented for approval and, subject to minor amendments, were accepted as a true record.

Matters arising

2.2. Simon Entwisle summarised the implications of raising the day subsistence allowance rates as discussed at the last Executive Team meeting. Rates currently matched Treasury limits. If higher rates were paid the Treasury would treat them as a benefit in kind and they would be taxable. Before a decision could be made on whether to raise the rates, further work was needed.

Action point 1: Simon Entwisle to bring a paper detailing the consequences of raising the subsistence rates above Treasury limits to Executive Team on 1 June.

- 2.3. It was reported that the Treasury Civil Service pay guidance for 2015/16 have just been issued :
- There will be a 1% overall cap.
 - Once pay settlements have been approved they cannot be reopened.
 - Pay cannot be recycled from savings made in other areas of the business.
- 2.4 Executive Team members will receive a briefing from the Ministry of Justice on the Triennial Review. It was noted that the final report will not now be published until after the general election.

3. Preparation for Management Board (MB) on 27 April and the MOJ Liaison meeting on 29 April

Issue

- 3.1 The quarterly Management Board and Ministry of Justice liaison meetings take place in April. Before draft agendas are circulated the views of ET members were sought on the agendas.
- 3.2 The MOJ meeting on 29 April will be the first visit to the ICO for the new Deputy Director of Information & Devolution Policy at the Ministry of Justice. A tour of the building will be offered.

Decisions

- 3.3 Executive Team provided a steer on the agenda items they wanted to see brought to the meetings. These included the data protection registration fee strategy and staff engagement for Management Board, and accommodation and the replacement of the Commissioner to the Ministry of Justice liaison meeting.

4. Follow up from the Leadership Group meeting.

Issue

- 4.1. Leadership Group met on 24 March and this agenda item was an opportunity to discuss any issues arising. However the main issues had already been covered in previous items.

5. Any other business

- 5.1. There was no other business declared.