

Executive Team minutes

Monday 14 September 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
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 adopted with minor amendments made.

Action points

- 2.2. The outstanding action point regarding the Trade Union recognition document had been superseded by pay negotiations and would be brought to an ET meeting later in the year.
- 2.3. Discussion on matters arising from consideration of past organisational change would be taken forward alongside work on job evaluation in general.

3. Update on matters relating to sponsorship, DP policy, interim management arrangements, and the triennial review.

Issue

- 3.1. Christopher Graham gave ET colleagues an update on the machinery of government issues that had affected decision making at the ICO.
- 3.2. At the time of the meeting no update had been received on if and when the Triennial review would be published.
- 3.3. After several one to one meetings between ET members and Heads of Department a paper would be circulated ahead of the meeting on Thursday 17 September, outlining the new management arrangements.

Decisions

- 3.4. No decisions were necessary at this time.

4. Feedback from AC on 7 September

Issue

- 4.1. ET was asked to consider and discuss any actions and points of interest from the recent Audit Committee meeting of 7 September.
- 4.2. Discussion centred on the risk register and whether or not the MOJ would require ICO to change how it dealt with depreciation in future finance reports.

Decisions

- 4.3. No decisions were required at this stage.

5. Preparation for the Leadership Group planning event on 21 September and the Management Board strategy day on 5 October

Issue

- 5.1. This agenda item was an opportunity for discussion regarding the planning event and strategy day.
- 5.2. An external facilitator for both days had been chosen and a note had been sent round to Leadership Group.

Decisions

- 5.3. It was decided to delay plans for the Management Board strategy day until after the Leadership Group planning day.

6. Any other business

- 6.1. ET discussed the recent decision of the Upper Tribunal to dismiss the ICO's appeal in the case of Information Commissioner vs Colenso-Dunne.