

Senior Management Team minutes Monday 4 July 2016

Members and attendees

Anne Jones	Assistant Commissioner - Wales
Andy Laing	Head of Performance Improvement
Kenneth Macdonald	Assistant Commissioner – Scotland and Northern Ireland
Louise Byers	Head of Good Practice
Michael Collins	Head of Organisational Development
Robert Parker	Head of Corporate Affairs
Simon Entwisle	Deputy Commissioner and Deputy Chief Executive Officer (chair)
Steve Eckersley	Head of Enforcement
Steve Wood	Deputy Commissioner (interim) and Head of Policy Delivery
Neil Bostock	Corporate Governance Officer (secretariat)

1. Introductions and apologies

There were apologies from Jonathan Bamford and Paul Arnold.

2. Matters arising from the previous meeting

Minutes

The minutes of the meeting of 20 June were agreed without amendment.

Actions and decisions

Actions and decisions were cleared where possible.

A schedule of interviews for the Level E project manager working on ICO internal compliance was scheduled for Friday 8 July and the action was complete.

It was agreed that Operational Performance will be considered as part of the next SMT informal meeting/Change Programme Board on 11 July.

It was confirmed that Paul Arnold will temporarily line manage the Finance service and lead Finance related projects during Louise Byers' maternity leave. This completed the final action under the Management Board list.

3. Preparation for Management Board.

Issue

Steve Wood gave an update on the current thinking for updating guidance, in light of GDPR and the referendum result.

The priority was the release of the GDPR overview document which would outline the main differences from the current Data Protection Act.

Discussion also focused on whether the ICO should re-orientate work on GDPR and, if so, how that would be developed, the uncertainty on how long GDPR may apply for in 2018, and development of other international partnerships.

Actions

It was agreed to publish the GDPR overview document by Friday 8 July and to announce its publication in the ICO newsletter.

A statement would be produced to develop the original 12 steps towards GDPR document into a post-Brexit context.

SMT members leading on individual change projects were asked to consider how Brexit would affect their programme of work.

7. Any Other Business

Michael Collins updated SMT on the upcoming plans for management development including training on health and safety, and e-learning on combatting bribery and corruption.

In light of Steve Wood's recent appointment as Deputy Commissioner (interim) it was announced that an interim Head of Policy Delivery could be recruited.