

## Senior Management Team minutes Monday 10 October 2016

### Members and attendees

Anulka Clarke	Interim Head of Good Practice
Andy Laing	Head of Performance Improvement
Elizabeth Denham	Information Commissioner (chair)
Jo Pedder	Interim Head of Policy Delivery
Jonathan Bamford	Head of Strategic Liaison
Kenneth Macdonald	Head of ICO Regions
Michael Collins	Head of Organisational Development
Paul Arnold	Head of Customer and Business Services
Robert Parker	Head of Corporate Affairs
Simon Entwisle	Deputy Chief Executive Officer and Deputy Commissioner
Steve Wood	Interim Deputy Commissioner
Neil Bostock	Senior Corporate Governance Manager (secretariat)

### 1. Introductions and apologies

There were apologies from Stephen Eckersley who was attending the IIC International Conference in Bangkok.

### 2. Matters arising from the previous meeting

#### Minutes

The minutes of the last meeting were agreed with no amendment.

#### Actions and decisions

The actions and decisions log was considered in detail with actions from the last SMT meeting being updated by members:

- The High Profile Case Procedure had been amended in light of discussions last month and a revised version would be brought to the next SMT meeting.

- Elizabeth Denham, Michael Collins and Simon Entwisle would meet outside of the SMT meeting to discuss the further requirements for a London office space.
- The ICO response to the Select Committee Cyber Security report had been completed and would be submitted by the end of this week.
- Views on a UK wide FOI practitioners' conference are being formulated – the action will be passed on to the events group dealing with the conference and will report back by end of November.

### 3. Moving IT services and data to the cloud

#### Issue

Paul Arnold presented a paper regarding a business case for the ICO to use secure, purpose built, third party hosted data centres and services – more commonly known as the cloud.

The proposal had been considered by the IT steering group, in terms of the more technical aspects, and was brought to SMT for a formal decision on behalf of the organisation.

#### Decision

SMT gave their support to option 3 – proceed with a move of IT services to the cloud. Work will continue to identify the most appropriate and secure method to do so.

It was also decided that the ICO cloud computing guidance should be updated.

#### Actions

Paul Arnold to bring the finalised Privacy and Security Impact Assessments to SMT for final approval, following their consideration by the IT Steering Group, and prior to any services or data being moved to the cloud. By end of Quarter 3.

### 4. Freedom of Information appeals lawyers

#### Issue

Andy Laing presented a proposal to convert the temporary positions in the FOI appeals lawyers team into permanent ones.

Options for SMT to consider included keeping the posts as temporary positions, agree to make any number of the posts

permanent but not all three, or make all three temporary posts permanent.

#### Decision

It was decided that these posts should be made permanent.

### 5. Policy position discussion on cold calling

#### Issue

Simon Entwisle brought a discussion paper regarding the Solicitors' Regulation Authority (SRA) consultation which could allow solicitors to cold call offering their services.

Emails from Garreth Cameron and Andy Curry formed the basis of the discussion for SMT to consider what the ICO's position should be on this matter.

#### Decision

The decision was taken to draft a letter to the SRA which set out the concerns the ICO had, and suggesting that a Business Impact Assessment be drawn up.

### 6. Any other business

Paul Arnold announced that the ICO had been nominated for an award for the development of the new nuisance call reporting tool.

Robert Parker reminded SMT members that Simon Rice was presenting a Cyber Security webinar for stakeholders on Thursday 13 October.

A package of analysis on the TalkTalk media work would be shared later in the week.

On Thursday 13 October Elizabeth Denham would be meeting with the Secretary of State, and Matt Hancock MP.