

Policy Steering Group minutes 20 June 2017

Members

Steve Wood	Deputy Commissioner (Policy) (Chair)
Ken Macdonald	Head of ICO Regions
Jo Pedder	Head of Policy and Engagement
Simon Rice	Head of Technology Policy
Faye Spencer	Interim Head Customer and Business Services (Customer Contact)
Heather Dove	Head of Finance
Robert Parker	Head of Corporate Affairs
Adam Sowerbutts	Head of Freedom of Information Complaints and Appeals
Richard Marbrow	Corporate Governance Group Manager

Attendees

Iain Bourne	Group Manager (Law Reform DP)
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Secretariat

Caroline Robinson	Corporate Governance Officer
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1. Introductions and apologies

Apologies were received from Jonathan Bamford and Anulka Clarke. Iain Bourne attended the meeting to represent Parliament and Government Affairs.

2. Matters arising from the previous meeting

Minutes

There were no matters arising from the previous minutes.

Action Board

Action on research would be covered later in the meeting. All other actions were cleared.

3. Risks and Opportunity Register

Discussion

Corporate Governance will be meeting with the Deputy Commissioners to review the content of the risk and opportunity register.

Heather Dove raised a concern regarding the risk rating for the Grants Scheme.

Decision

It was agreed that the risk rating for the Grants scheme should be reviewed.

Actions

Richard Marbrow and Steve Wood to review policy risks including those raised by the Grants Scheme by the end of June (as per the Senior Leadership Team decision).

4. Review of Priority Policy Work streams

Discussion

Steve Wood asked that owners of specific work streams alert the Policy Steering Group (PSG) of any issues arising from that work stream which needed discussion.

Iain Bourne updated the group on the "Brexit: Future UK DP regime and future of international transfers" work stream.

Richard Marbrow updated on progress of the charities report to Parliament. Ken Macdonald asked that the report be circulated to the regions before submitting.

Jo Pedder updated PSG on a freedom of information case relating to the Cabinet Office's use of Slack. It is likely that new guidance will be issued. The case is on the strategic file tracker.

Decision

It was agreed that highlight papers on the work streams should be submitted for review at PSG.

Actions

Iain Bourne to update further on Brexit work stream at the next PSG meeting (25 July).

Iain Bourne to circulate lines to take from July on data protection post the UK leaving the EU.

John Kavanagh to liaise with Ken Macdonald on the regional interests in the charities report to Parliament.

5. Management Board Report

Discussion

PSG report to Management Board needs to be ready for review at the next PSG meeting on 25 July. It will be a more focused and targeted than previously.

6. Research Update

Discussion

Jo Pedder updated PSG on the HE/FE research project discussed at the last meeting.

Decision

It was agreed to limit the courses to Computer Science and progress to the next phase.

Steve Wood informed the group of a possible new project. The ICO had been approached to run a Citizens Jury on data analytics. An update will be provided at the next meeting.

7. Grants Programme update

Discussion

The Grants Programme had a successful launch with over 250 people registering for the Webinar.

The closing date for applications is at the end of July and a governance process has been set up to award grants consisting of an internal and external panel.

8. Technology Update

Discussion

Simon Rice introduced the first draft of the Technology Strategy.

Actions

Comments on the Technology Strategy should be emailed to Simon Rice by 27 June.

9. Consultation and Select Committee responses

Discussion

There were no comments on this item.

10. Policy Directorate Status Markers

Discussion

The group discussed the paper submitted by Jonathan Bamford.

Actions

Steve Wood to discuss with Jonathan Bamford how the status markers can be applied to the work stream tracker and stakeholder engagement.

11. Any other business

Discussion

Steve Wood informed the group that all policy and engagement elements of the change programme will now come to PSG. This was agreed at the latest Change Programme Board meeting.

Actions

Corporate Governance to update the Policy Steering Group Terms of Reference to reflect this.