Senior Leadership Team minutes
Monday 26 June 2017

Members
Paul Arnold (Chair)   Deputy Chief Executive Officer
James Dipple-Johnstone   Deputy Commissioner (Operations)
Simon Entwisle   Chief Operating Officer
Steve Wood   Deputy Commissioner (Policy)

Attendees
Richard Marbrow   Group Manager Corporate Governance
Robert Parker   Head of Corporate Affairs

Secretariat
Peter Bloomfield   Senior Corporate Governance Manager

1. Introductions and apologies

There was an apology from Elizabeth Denham who was unable to attend the meeting. James Dipple-Johnstone was welcomed to this, his first, Senior Leadership Team meeting.

2. Matters arising from the previous meeting

Minutes
The minutes of the last meeting were agreed, both for accuracy and for publication.

Actions and decisions
Outstanding actions were considered:
- Dates for actions related to certification were amended.
- The action on CMP recovery was clarified.
- Corporate Governance would be meeting with members of the Team next week to finalise entries on the corporate risk and opportunity register.
- It was confirmed that, where steering groups identified strategic risks they should be reporting to the Senior Leadership Team on actions being taken to mitigate the risks.

3. Change Programme governance

<u>Issue</u>
Paul Arnold advised that the minutes of recent Change Programme Board meetings had been brought to Senior Leadership Team as part of the governance arrangements behind the programme; ensuring that the work of the Board was visible to the Senior Leadership Team.

In addition to the minutes, a recently finalised internal audit report on the Change Programme was also brought for information. It would come to the September Audit Committee.

8. Any other business

Richard Marbrow provided an update on the Annual Report and Accounts.

Research into people's views, to help measure performance against the Information Rights Strategic Plan, had been discussed prior to the meeting. It was confirmed that the questions being asked should come to the next meeting on 10 July for consideration.