

Meeting: Nominations Committee

Date: 19 July 2021

Agenda item: 7.3

Time: 5 minutes

For decision

Presenter: Nicola Wood

1. Topic

1.1. Nominations Committee terms of reference

2. Objective

2.1. To agree a minor change to the Nominations Committee's terms of reference. As Nominations Committee is a sub-committee of Management Board, these changes need approval from Management Board.

3. Discussion

3.1. At the Nominations Committee meeting on 11 June 2021, the Committee discussed whether it was appropriate for the Nominations Committee to consider whether there should be any nominations by the ICO to DCMS for staff or former staff to be nominated to receive Honours, and to review such applications to ensure they are appropriate.

3.2. This role is not currently fulfilled by any other body within the ICO and it would be appropriate for such nominations to have a clear point for "independent" oversight prior to their being submitted.

3.3. The proposed revised terms of reference for the Nominations Committee are provided at Annex 1.

4. Recommendations

4.1. Management Board is recommended to approved the revised terms of reference for Nominations Committee.

5. Publication considerations

5.1. This report can be published internally and externally.

Author: Chris Braithwaite

Consultees: Nicky Wood

List of Annexes: Annex 1 – Nominations Committee Terms of Reference