

Executive Team – minutes

14 January 2021

Details of attendees are provided at the end of this note.

1. Introductions and apologies

All ET members were present.

2. Minutes of the last meeting

The minutes of the last meeting had been approved by email.

3. UK-EU Trade and Cooperation Agreement (TCA)

Discussion

Steve Wood presented a report providing an overview of the key points for the ICO on the TCA and suggested next steps.

Decision

ET approved the recommendations and next steps set out in the report.

The blog recommended in the report will be published as a blog from the Commissioner.

Actions

Jen Green to work with Emma Bate to take forward further analysis and communications, as set out in the report.

Jen Green to work on additional communications aimed at small businesses, in addition to those set out in the report.

4. Data protection caseload

Discussion

James Dipple-Johnstone presented a report providing an update on the current position in relation to the data protection complaints caseload.

Decision

ET noted the report.

Actions

James Dipple-Johnstone to update the report for consideration by Management Board in February.

5. Risk Appetite Review

Discussion

Paul Arnold presented a report asking for any comments from ET on the ICO's current risk appetite statement, ahead of consideration by Management Board in February 2021.

James Dipple-Johnstone and James Moss commented that it would be beneficial to review the risk appetites for the regulatory categories, to ensure both that these were appropriately phrased to frame the risk appetite area, and that these were scored to the appropriate risk appetite level.

Decision

ET noted the risk appetite for submission to Management Board, including any amendments to the regulatory risk appetite categories.

Actions

James Dipple-Johnstone, James Moss and Louise Byers to discuss the regulatory risk appetite categories and present any potential amendments to Management Board for consideration in February.

Once agreed by Management Board, Paul Arnold to ensure that the Risk Appetite is communicated to the organisation, through internal comms and cascading through the line management chains, to help to embed the appetite into decision-making throughout the organisation.

6. Annual Report options

Discussion

Paul Arnold presented a report setting out proposals of the development of the ICO's 2020/21 Annual Report.

ET discussed the Performance Report section of the Annual Report and agreed that it would be beneficial to focus this section around some key areas impact over the year, with the goal of delivering a shorter but impactful report.

Decision

ET to have a further discussion on areas of focus for the 2020/21 annual report at next week's ET Informal meeting.

Actions

Jen Green and Chris Braithwaite to discuss potential areas of focus for the 2020/21 annual report and bring a discussion back to ET Informal next week.

Jen Green to identify any announcements which could potentially coincide with the annual report launch in July 2021.

7. Any other business

House of Lords Public Services Select Committee appearance

Elizabeth Denham provided an update on her and SW's appearance before the Select Committee the previous day.

Digital Identity

Steve Wood provided an update from the Digital Identity Working Group meeting that he had attended the previous day. He noted that a paper on Digital Identity was due to be considered by Policy Board in February. Elizabeth Denham commented that this paper should include learning from best practice on digital identity schemes currently in place elsewhere.

Attendance

Members

Paul Arnold (Chair), Elizabeth Denham, James Dipple-Johnstone, Simon McDougall, James Moss, Steve Wood

Attendees

Jen Green, Peter Hayes

Secretariat

Chris Braithwaite