

Executive Team – minutes

22 September 2022

Details of attendees are provided at the end of these minutes.

1. Introductions and apologies

Apologies were received from Jen Green, Claudia Berg and Stephen Bonner. James Dipple-Johnstone provided apologies for item 8.

2. Declarations of interest

There were no declarations of interest.

3. Minutes of the last meeting

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

4. Update on the work of the Resources Board

Angela Donaldson attended the meeting to present a report providing assurance on the work of the Resources Board over the last six months and highlighted issues it will explore over the next six months.

ET discussed the fine retention provision and how Resources Board can ensure that we utilise it effectively, the current cost of living crisis and the potential impact on our fee income, the balance of membership of the Board and providing regular updates to SLT on the work of the Board, and they asked the Board to consider areas and key milestones that would benefit from having oversight from ET.

5. Executive Team work programme

ET noted the report setting out the work programme for future Executive Team meetings.

6. Any other business

DP Reform Bill

Emily Keaney highlighted recent updates received from DCMS with regard to the progress of the DP Reform Bill.

Monthly Senior Leadership Briefing

Paul Arnold highlighted that he will be attending the briefing this afternoon and will be discussing ICO25 and financial planning. Slides of the presentation will be circulated to ET after the discussions.

James Dipple-Johnstone Handover

ET discussed the requirements for the handover of work when James Dipple-Johnstone leaves, especially stakeholder relationships and where they link into ICO25.

Actions

Private Office to agree a date for an additional meeting for ET to discuss stakeholder relationships with all members present.

7. Key messages to staff

ET agreed that the key messages to staff from the meeting would be the work of the Resources Board and consideration of the public awareness survey.

8. Public Awareness Research

Melissa Mathieson and members of Revealing Reality joined the meeting to present the key findings of the recent public awareness survey and how these findings can be used across the ICO to develop our understanding of those we serve.

ET discussed how the insights from these findings will help to define our Communications Strategy and how we can target members of the public, especially more vulnerable communities, who are not aware of data protection and the ICO.

Attendance

Members

Paul Arnold (Chair), Emily Keaney, James Dipple-Johnstone, John Edwards

Attendees

Angela Balakrishnan, John Kavanagh, Rebecca Bradbury, Izy Jude, Sarah Delahunty, Mariam Boakye-Dankwa.

Item 4 : Angela Donaldson

Item 8 : Melissa Mathieson, Tim Bowden, Helen Conlon, Damon De Ionno
(Revealing Reality), Joe Cryer (Revealing Reality)

Secretariat

Caroline Robinson

Risk & Business Continuity Manager