

Executive Team – minutes

11 March 2020

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

1. Introductions and apologies

Apologies were received from Andrew Hubert.

2. Minutes of the last meeting

The minutes of the last meeting were approved as an accurate record.

3. Data sharing code update – plans and key messages

Discussion

ET discussed the benefits of further myth-busting on the purpose and benefits to business of the statutory codes.

ET also discussed the benefits of staff in front-line departments being more involved in the drafting of codes, as they would be likely to lead on explaining the code to the public and businesses.

Decision

ET agreed that all future codes, including the data sharing code, should be published alongside toolkits to aid with compliance.

4. Data prospects

Discussion

ET discussed the ICO's approach to working alongside government on the data prospects workstream.

Decision

SW will make a presentation to Management Board on 16 March regarding this issue.

5. Policy Board

Discussion

ET requested that the terms of reference include examples of the types of issues which would be considered by Policy Board, Regulatory Strategy

Service Delivery Group and Policy Advice Service Virtual Decision Board, to increase clarity. The terms of reference should also make clear that the Board did not make any decisions on individual cases.

ET commented that the authority for Policy Board should be from ET as a collective.

ET also commented that Jen Green should be part of the Board.

Decision

ET noted the terms of reference, subject to the amendments above.

Actions

SW to update the terms of reference for Policy Board.

6. Budget 2020/21

Discussion

ET discussed the proposals for the 2020/21 budget, noting that further work needed to be done in relation to potential sensitivities relating to coronavirus and business-as-usual assumptions.

ET also discussed current recruitment in the context of these outstanding issues.

7. Proposals for future international engagement

Discussion

ET received the paper, but agreed that given the time available, this should be brought to an Informal ET meeting to allow full discussion.

8. Management Board – 16 March

Discussion

ET noted the agenda for Management Board on 16 March and agreed that this the meeting should start at 9.30am.

9. Any other business

Discussion

ET discussed the current situation in relation to coronavirus and potential options if a member of staff testing positive for the virus. ET also discussed the DPPC in this context.

Decision

ET agreed that the ICO should continue to follow the advice from Public Health England in relation to coronavirus.

ET agreed the statement that the ICO would publish in relation to healthcare data sharing.

Attendance

Members

Paul Arnold (Chair) (PA), Elizabeth Denham (ED), James Dipple-Johnstone (JDJ), Simon McDougall (SM), Steve Wood (SW)

Attendees

Jen Green (JG), Amanda Williams (AW) (for items 1-4)

Secretariat

Chris Braithwaite (CB)