

# Joint Executive Team and Senior Leadership Team – minutes

## 20 March 2020

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

### 1. Introduction

James Dipple-Johnstone opened the meeting and explained that this meeting had originally been scheduled to ensure appropriate prioritisation during 2020/21, the need for which had become more urgent in the context of Covid-19. He also provided an overview of the Microsoft Teams functionality which would be used throughout the meeting.

### 2. Opening remarks

Elizabeth Denham made opening remarks. She commented that she was proud of the work that the ICO had done in light of the pandemic, particularly in relation to messages on data sharing of health care data to address the public health crisis.

She reported that she had recorded a video message for staff to thank them for their excellent work over the last few weeks, which she would send to staff later in the day.

### 3. Regulatory Priorities update: 3Harms model and communications

#### Discussion

Andy White explained the 3 Harms Model (3HM) and explained the objectives for this session: agreement of the 3HM; agreement on the five regulatory priorities for the next 12 months (with review after 6 months); agreement on resourcing of this work; agreement that ET would set the strategic direction for each regulatory priority area; and agreement that Directors will then lead on delivery of these priorities.

The meeting discussed a range of issues in relation to this work.

#### Decision

ET and SLT agreed the 3Harms Model and Regulatory Priorities.

## 4. Critical projects

### Discussion

The Group considered the list of statutory obligations which had been presented to the meeting. Services presented their proposals for the work that would be prioritised for the next six months, alongside the work which would be delayed, re-focused or stood down to ensure sufficient capacity to deliver the identified priorities.

### Decision

All Directorates to use the Technology and Innovation Service's template to populate further details of their priority projects, classified as stand-up, under review or stand-down

The Group approved the list of statutory obligations.

## 5. Corporate update: delivery in the context of Covid-19

### Discussion

Paul Arnold provided an update on the ongoing business continuity work in relation to Covid-19, and provided an overview of the key issues emerging through this work which may have an impact on delivery duration the Covid-19 outbreak and in the return to normalcy following the downturn of the outbreak.

The meeting noted that staff had responded excellently during this challenging week.

## 6. Any other business

There were no items of other business.

## Attendance

### Members

Paul Arnold  
Emma Bate

Louise Byers  
James Dipple-Johnstone

Elizabeth Denham  
Mike Fitzgerald  
Suzanne Gordon

Deputy Chief Executive Officer  
Director of Legal Services (Regulatory Advice and Commercial)  
Director of Corporate Affairs and Governance  
Deputy Commissioner (Regulatory Supervision)  
Information Commissioner  
Director of Digital, IT and Business Services  
Director of Public Advice and Data Protection Complaints Service

Jennifer Green	Director of Communications
Andrew Hubert (Chair)	Director of Resources
Paula Hothersall	Director of Strategic Policy (International)
Ian Hulme	Director of Regulatory Assurance
Simon McDougall	Executive Director (Technology and Innovation)
James Moss	Director of Legal Services (Regulatory Enforcement)
Andy White	Director of High Priority Investigations and Intelligence
Amanda Williams	Director of Regulatory Strategy (Parliament and Government Affairs)
Steve Wood	Deputy Commissioner (Regulatory Strategy)

## Attendees

Laura Bendall	Private Secretary to the Deputy Chief Executive Officer
Lynne Currie	Head of Innovation
Alexandra Delaney-Bhattacharya	Private Secretary to the Executive Director (Technology and Innovation)
Alun Johnson	Private Secretary to the Deputy Commissioner (Regulatory Strategy)
John Kavanagh	Private Secretary to the Information Commissioner
Andrew Rimmer	Assistant Private Secretary to the Information Commissioner
Ali Shah	Head of Technology
Adam Stevens	Head of Intelligence
Shemiah Thomas	Private Secretary to the Deputy Commissioner (Regulatory Supervision)

## Secretariat

Chris Braithwaite	Senior Corporate Governance Manager
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