

## Minutes of IDEPP meeting: 15<sup>th</sup> February 2018

### London

10:00 – 15:30

#### 1. Introductions, Welcome & Apologies

Present:

- Bryan Edwards (BE)
- Charles Raab (CR)
- Chris Farrimond (CF) (arrived 11:30)
- Eric King (EK)
- Giles Herdale (GH)
- John Davies (JD)
- Jen Housego (JH)
- Jo Cavan (JC)
- Kris Stoddart (KS)
- Neil Brown (NB)

Apologies received:

- David Johnston (DJ)
- Kat Hadjimatheou (KH)
- Paul Bernal (PB)
- Richard Berry (RB)

#### 2. Actions from previous meeting

Please see document “20180216 IDEPP Actions December 17 annotated”.

A number of actions are to be “ongoing” or to proceed in slightly amended form. These have been added to document “20180216 IDEPP Actions February 2018”.

#### 3. IDEPP governance, relationships and the future (discussion)

CR, JH and BE provided an oral update on their recent meeting with Paul Keasey, the programme lead for the National Digital Intelligence and Investigations project, and discussed the letter that had already been circulated to the panel, as a backdrop for the discussion.

In particular, it was noted that the panel's expenses up until May 2018 are to be covered, and that there may be the possibility of funding for up to a further year. However, at the moment, it does not look like the programme is a source of longer-term funding and, in any case, accessing any further funding is not guaranteed.

#### 4. IDEPP's institutional position / what IDEPP should do and how

Following a wide-ranging discussion, the panel resolved that IDEPP's independence is primarily defined by:

- Its right to choose its own workload, including the right to turn down a request for guidance
- Its right to criticise projects and to publish its criticisms
- Its right to speak with those with whom it feels necessary to speak

The panel considered that these core principles were inherent in ensuring public confidence in IDEPP.

Rather than particular institutional links and affiliations, the panel considered that police confidence in IDEPP should come from the value that IDEPP delivers in producing timely and high quality guidance based on input from a range of experienced panel members.

The panel resolved that IDEPP should be legally distinct from, and functionally independent of, organisations linked to or forming part of the police.

The panel considered that, provided it was independent and could demonstrate this to the satisfaction of the public (for example, through a documented funding agreement published on the website), there was no inherent conflict in receiving funding from a policing organisation.

**ACTION: JC and NB to update TsOR to reflect this position**

**ACTION: JH to send JC the bid document she sent to Paul Keasey / DII**

**ACTION: NB to ask RB for a copy of his original IDEPP business case**

**ACTION: JC to make contact with Paul Keasey and prepare draft response to his letter, to be circulated to the panel before sending**

#### 5. Internal procedures and membership

The panel re-considered the current approach to chairs and deputy chairs of IDEPP, and resolved to abolish the position of deputy chairs.

The panel thanked BE and NB for their work as deputy chairs.

The panel re-affirmed that the role of the chairs is to facilitate the collaborative working of the panel, and to enable coherent and co-ordinated activity, drawing on the panel's diverse skills and expertise.

The panel resolved that:

- Members are appointed for an unlimited term, on the basis that there will inevitably be an ebb and flow in membership as members' interests and availability change
- Chairs are appointed for a "staggered" two-year period, after which they automatically stand down. They may stand for re-election if they wish. JH's tenure ends in February 2019, and CR's in February 2020.

The panel agreed that the appropriate quorum for the panel is eight members, and that voting takes place on the basis of a simple majority of those attending..

The panel resolved that members of the panel shall take it in turns to take Minutes of the panel's meetings, in the following manner:

- Minute-taker to produce and circulate to the panel draft Minutes of a meeting within one week of the meeting
- All members of the panel, especially those present at the meeting, to review and provided any tracked-changes comments to the draft Minutes, within one week of receiving them
- In the event of any conflicting opinions on the true recollection of events, regard shall be had to notes taken of the meeting by the Minute-taker and, in the event of an unresolved dispute, the chairs shall determine the appropriate text of the Minute in question
- At the end of the two weeks, the amended Minutes shall be considered adopted by the panel, and shall be sent by the Minute-taker to the chairs for formal approval, which the chairs shall provide within three days
- Promptly thereafter, the Minute-taker shall send the approved Minutes to the person(s) responsible for maintaining the IDEPP website for publishing

**ACTION: JC and NB to update TsOR to reflect these changes, and to circulate a draft for approval**

#### 6. IDEPP's comms and engagement strategy

The panel agreed to publish Minutes of its meetings on the website, in a timely manner, in accordance with the procedure above.

The panel re-affirmed its view that, as it is not listed as a public authority under the Freedom of Information Act 2000, it is not subject to requests made under that Act, but wishes to operate in an appropriately transparent manner. Requests made under the Act will be shared with the panel for agreement on how to proceed. The panel will consider how to respond to each request on a case-by-case basis.

**ACTION: JC and NB to update TsOR to reflect this position (if needed)**

The panel expressed an interest in having IDEPP-specific email address and a document repository.

**ACTION: JD and NB to explore options and report to panel**

#### 7. Funding

The panel discussed EK's funding paper, and thanked EK for preparing it. There was a preference for exploring funding routes while waiting on the outcome of any funding request made to a policing organisation.

**ACTION: EK and BE to identify options for creating an IDEPP legal entity, suitable for receiving funding, and to match the options against the different requirements laid down by potential sources of funding**

**ACTION: EK to have preliminary conversations with potential sources of funding**

**ACTION: EK to invite a representative of the Nuffield Foundation to present at the next meeting**

#### 8. Website & Comms

Written update provided.

#### 9. 12.30 Lunch

The panel offered its thanks to JC for the generous lunch.

#### 10. Workplan

NB, EK, and DJ continue to work on their high-level paper on considerations for projects using big data.

JC to re-assemble the sub-group that worked on the NCA's UCOL scenario to prepare a response to a further enquiry.

GH raised the potential of a work stream on digital evidence and disclosure. The panel found this interesting, and asked for a formal work proposal to be prepared.

**ACTION: GH to prepare a question that the panel could seek to answer around digital evidence and disclosure**

KS noted that the rapid pace of technological transformation and progress may pose ethical issues, and offered to put together a paper for panel input. The panel felt this would be very helpful.

**ACTION: KS to prepare horizon-scanning paper**

All panel members were encouraged to think of other work for the panel.

**ACTION: all to consider possible future work for IDEPP, and to circulate proposals via email to the panel. Each proposal must include a clearly defined question, and one or two short paragraphs of explanation / justification**

11. AOB

The panel resolved that, where possible, the panel would seek venues which permitted them to bring in electronic devices.

12. Date of Next Meeting

- 18<sup>th</sup> May 2018 (DJ has kindly offered to host)
- 20<sup>th</sup> July 2018
- 20<sup>th</sup> September 2018
- 13<sup>th</sup> December 2018

The meeting closed at 15:30. Members thanked JC for hosting, lunch and hospitality.