



JERSEY DATA PROTECTION AUTHORITY (JDPA)

**Meeting No. 37 of the JDPA Held at 5 Castle Street, St Helier, Jersey, JE2 3BT
on 25 February 2026, 16:00 – 18:40 (The Meeting)**

MINUTES

Attendees:

JDPA Members (collectively The Authority):

Elizabeth Denham (ED) – JDPA Chair (via video conference call)
Stephen Bolinger (SB) - (via video conference call)
Paul Breitbarth (PB) - (via video conference call)
Tom Noel (TN)
Paul Routier (PR)
Paul Vane (PV) – Information Commissioner (non-voting)

Invitees:

Anne King (AK) – Operations Director, JOIC

Apologies:

Claire Le Brun (CLeB) - Finance Director, JOIC

JDPA Secretary:

Angela Marshall (AM)

1.0 Call to Order

The JDPA Chair called The Meeting to order.

APPROVAL

The Authority reviewed and approved the Meeting Agenda.

Business of the Meeting

Introductions

The JDPA Chair opened the Meeting, welcomed the Attendees and introductions took place.

The JDPA Chair noted that the Meeting was quorate.

The JDPA Chair gave a brief overview of the Meeting content.

1.1 Declarations of Interest

The JDPA Chair asked the Meeting Attendees if there were any new declarations of interest to note with TN reporting that with effect from January 2026, Accelerate Ltd (Jersey) of which TN is a shareholder, had acquired Ambition Accountancy Limited (Jersey).

TN further noted that he had accepted the position of Commissioner of Appeals for Revenue Jersey, effective from April 2026.

AM confirmed that the Conflicts of Interest Register would be updated accordingly.

There were no further new declarations of interest to note.

The Meeting concluded that there were no conflicts of interest identified relevant to the Meeting.

2 Items for Approval

2.1 Review and Approval of Minutes

The draft Minutes of Meeting No.36 of 12 November 2026 (the Draft Minutes) had been circulated to the Meeting Attendees for review prior to the Meeting being held.

The Meeting reviewed and considered the Draft Minutes, requested minor amendment and were subsequently approved.

Approval: The Draft Minutes of Meeting No.36 of 12 November 2026 were approved by the Authority.

3 Board Governance, Operations and Procedures

3.1 Audit and Risk Committee

TN as chair of the Audit and Risk Committee (ARC) confirmed that an ARC meeting had taken place 04 February 2026 and proceeded to give an update on the matters that ARC had discussed which included:

3.2 Q4 2025 Management Accounts

TN presented to the Meeting the draft JDPA Q4 Management Accounts to 31 December 2025 (the Q4 2025 Management Accounts) and gave an overview of same with the following being noted:

In line with the reduction of funding for 2025 from Government of Jersey (GoJ), a carefully maintained approach to finances had been applied with cost controls continuing to be maintained across the operating budget to ensure spending remains aligned with planned deliverables for the year and strategic priorities.

The Q4 2025 Management Accounts indicate a positive surplus which is primarily attributed to receipt of unbudgeted income from new registration fees generated through the on-going registration project, underspends within the staffing budget and the adoption of a highly prudent expenditure strategy. Underspends in other areas include consultancy, repairs, maintenance and contractor costs.

Throughout the year, financial decisions were undertaken with responsible use of funds aligned with the new 2026 – 2028 strategy whilst ensuring delivery of the 2024 - 2025 mandate. This approach allows for current demands to be met while preparing for future needs and supporting financial sustainability over the long term.

It was concluded that the resulting surplus funds were as anticipated and the savings made will help to provide flexibility and support for planned and emerging priorities in 2026.

ARC is recommending the Q4 2025 Management Accounts to the Authority.

Approval: The Q4 2025 Management Accounts were approved by the Authority.



External Audit 2025

TN provided an update on the progress in respect of the external audit 2025.

Supplier Contracts Renewals

TN detailed that the contract of an independent contractor was due for renewal in February 2026 (the Independent Contractor) and went on to note that ARC were recommending the renewal of the Independent Contractor's contract for a further six months.

Approval: After consideration the Authority approved the renewal of the Independent Contractor's contract for six months commencing February 2026.

3.3 Governance Remuneration and Human Resources Committee

PR as chair of the Governance, Remuneration and Human Resources Committee (GR & HR) advised that the GR & HR had last met on 05 November 2025 and reminded the Meeting of the following:

JDPA Performance Review

An internal JDPA Effectiveness Review (the JDPA Internal Effectiveness Review) was due to take place.

AK went on to refer to the JDPA Effectiveness Survey – Internal Review and outlined the process involved and timeline for completing.

4 Information Commissioner

PV provided an update on a sample of matters that he had been attending to which included:

4.1 Quarterly Report

PV noted that the Information Commissioner's Quarterly Report, February 2026 (the Quarterly Report) had been circulated to the Meeting for information and review. PV went on to give an overview of the Quarterly Report touching upon various content which included a recap and update of JOIC's business plan deliverables, organisational development and online harms. PV went on to note that the new JOIC website was live.

IT Controls

PV confirmed that in accordance with the delegated powers as set out in law, the Authority had delegated the responsibility of IT controls and oversight to the Information Commissioner. It is further confirmed that robust controls, policies and procedures are firmly established and in place to effectively oversee the systems and data.

PV went on to outline projects that JOIC had been working on and also confirmed that the new JOIC website was live.

PV further noted that the Strategic Plan, the purpose of which is to establish a framework of aims and projects to be undertaken by JOIC over the next three years covering 2026 - 2028 (the Draft Strategic Plan) and runs alongside the statutory regulatory responsibilities that JOIC undertakes had launched on 28 January 2026 with the event being attended by professionals from Jersey's industries.



Fee Model

PV gave an update on the alternative fee model project, outlining the progress to date as well as the forthcoming steps.

PV further explained that as part of the proposed move to an alternative fee model, a consultation was taking place in respect of canvassing opinion.

It was acknowledged that communications with GoJ regarding the alternative fee model are continuing and PV would provide further update at a later time.

5 Any Other Business

Strategic Plan

It is noted that the final draft Strategic Plan, had been circulated electronically to the JDPa on 25 November 2025 for review and subsequently approved.

Service Level Complaints

The Meeting touched upon the matter of Service Level Complaints and procedures.

The Meeting ended at 18:40

The Authority held an in-camera session.



Elizabeth Denham, Chair
For and on behalf of: JDPa