Meeting opened: 10:55 (NZST)

Apologies: Isabelle Falque-Pierrotin (FR), Said Ihrai (MA)

1. Previous meeting (18 October 2016):
   Minutes were approved.

2. Committee tasks 2017:
   a. General allocation
      Tasks were allocated as follows.

<table>
<thead>
<tr>
<th>Tasks</th>
<th>Member</th>
<th>Brief notes</th>
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<tbody>
<tr>
<td><strong>Standard tasks (principally arising from the rules, earlier resolutions)</strong></td>
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<tr>
<td>1. Accreditation</td>
<td>MO</td>
<td>Secretariat to submit a paper on the accreditation process</td>
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<tr>
<td>2. Assessing proposals to host 41st Conference</td>
<td>Secretariat/Hong Kong</td>
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<tr>
<td>3. Representation at meetings of International</td>
<td>FR and MA</td>
<td>FR to submit report to April meeting</td>
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<td>Organisations: Coordination</td>
<td></td>
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<td>4. Representation at meetings of International</td>
<td>FR</td>
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<td>Organisations: OECD, Council of Europe delegates</td>
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<td><strong>Tasks from the strategic plan</strong></td>
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<tr>
<td>Making resolutions more effective</td>
<td>CA and Secretariat</td>
<td>To be included in the scope of future size and membership of Conference project</td>
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<tr>
<td>Collaboration to share research efforts</td>
<td></td>
<td>Due to resource constraints FR will not be able to take on the task. Task deferred to next year.</td>
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<tr>
<td>5. Develop common approaches and tools</td>
<td>CA and FR</td>
<td>CA taking principal responsibility to complete the task. CA to submit report to next meeting</td>
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<td><strong>Tasks from resolutions adopted at the 38th</strong></td>
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<td>Conference</td>
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<tr>
<td>6. Internationally comparable metrics</td>
<td>NZ and MA</td>
<td>NZ to submit paper on scope of work at next meeting</td>
</tr>
</tbody>
</table>
### Action: Secretariat to report to next meeting on:
- accreditation process;
- progress made on future membership and size of the Conference to the next meeting;
- the process and timing for the global privacy and data protection awards.

**Action:** FR to report to April meeting on how representation arrangements might be made more effective to the Committee

**Action:** CA to:
- report on the scope of work on the task from the resolution on International Enforcement Cooperation (2016) including residual tasks from 2014 resolution to next meeting;
- report on develop common approaches and tools to a future meeting.

**Action:** NZ to:
- report to next meeting on the scope of work arising from the resolution on internationally comparable metrics;
- report to April meeting on scope of work arising from the resolution on human right defenders.

### b. Future size and membership of Conference

The Committee commented upon the chair’s proposal regarding the process for work on the future size and membership of the Conference. In summary, changes agreed included:
- Seeking to have surveying and questionnaire analysis completed in April rather than May if possible;
- Including express reference to the purpose of the Conference and contribution of members and observers;
- Considering matters bearing upon the adoption or effectiveness of Conference resolutions to be within scope.

**Action:** Secretariat to update the Chair’s proposal in light of ExCo discussion to act as working group’s terms of reference.

### 3. 39th Conference closed session theme:
In an initial brainstorming session, members proposed several topics to consider for in-depth discussion at the closed session. Topics suggested were algorithmic transparency, anonymization /de-identification, applications for millennials, blockchain, free movement of personal data in an emerging age of localisation, how DPAs can multiply their resources through cooperation, internet governance and data protection, multi-stakeholder engagement, safe government information sharing, sensitive data: discrimination and risk management, sexual privacy and smart cities.

The Secretariat will survey the membership for reaction to those ideas and for further suggestions.

**Action**: Secretariat to survey membership for closed session topics

4. **Conference in 2018**:  
The Secretariat updated the Committee and the evaluation of proposals to host the 40\textsuperscript{th} Conference. A recommendation by the subcommittee will be made to the Committee by circular before the next meeting.

**Action**: Assessment subcommittee to submit recommendation to Committee in advance of next meeting.

5. **Transparency of Committee proceedings**:  
The Committee discussed how the minutes and other Committee publications should record discussions and votes. The Committee agreed that it would continue to seek consensus on proposals, but should the Chair be required to call the vote, the different points of view discussed and the vote tally would be reflected on the minutes without attribution to the individual members. The Committee agreed to amend its Policy on Publishing Executive Committee minutes accordingly and to apply this to all its publications.

6. **Annual cycle for host selection**:  
The Committee endorsed the Secretariat’s proposal to place host selection onto an annual cycle with an annual deadline for proposals to be set each year by the Secretariat in early March.

7. **ICDPPC recognised enforcement cooperation meetings**:  
The Committee endorsed the events to be held in Sydney, Australia (13 July 2017) and Montevideo (9-10 August 2017) as ICDPPC-recognised Enforcement Cooperation Meetings.

**Action**: Secretariat to notify applicants of Committee’s decision.

8. **General business**  
Schedule of meetings: MA mentioned that they would not be available on the date proposed for the meeting in August.
**Action:** Secretariat to circulate confirmed dates of meetings to Committee after members confirm their availability.

**Next meeting:**
14 February 2017 by teleconference.

**Meeting closed:** 12:14 (NZST)