**PAPER B**

**Information Governance Sub-Group**

**Yorkshire & Humber Area Strategic Information Governance Network (SIGN)**

* The table below lists the follow up actions from the Y & H Information Governance Steering Group.
* Please could you provide a statement in the “Progress” column to provide an update regarding your actions in order to provide assurance to the Information Governance Sub Group that actions have been completed and / or provide an update on the progress to date?

| **MINUTE** | **ACTION POINTS** | **PROGRESS** | **Action Owner** | **Action Completed** |
| --- | --- | --- | --- | --- |
| **November 2018** | | | | |
| 6 | IG Education/Personal Development Updates | Attending Cyber training course – feedback to group  **Dec Update** – did not attend, will complete online in 2019. | HH | **✓** |
| 7 | Data Security & Protection Toolkit | Pseudonimisation Audit – set up working group  **Dec Update** – to take place on 17/12/18 – confirmed John Hodgson from NHS Digital has agreed to attend | SMe | **✓** |
| 8 | Confidentiality, Data Protection and Freedom of Information re:  **Data Sharing**  **Agreements (DSAs)** | forward Tier 3 example to Chair for group circulation  **Dec Update** – will forward to Chair | PW |  |
| group to share examples with the rest of the Group - forward to Chair for group circulation  **Dec Update** - ongoing | ALL |  |
| Raise at next SIGN Chairs meeting  **Dec Update** - Nov SIGN Chairs meeting ran over and issue was not raised – will raise at next meeting | SMe | **🗸** |
| 10 | AOB | New NHSD IG Training Package – agreed to forward his modified version to Chair for group circulation  **Dec Update** - ongoing | DS |  |
| **December 2018** | | | | |
| 4 | Data Protection Legislation | NHS Mail – accessing/storing emails – DBH Guidance – to forward to Chair upon completion for circulation to group | RU |  |
| 8 | Confidentiality, Data Protection and Freedom of Information **re: Brexit and Data Flows (EEA)** | Document (read to group) re NHS Guidance on data flows - to forward a copy to the Chair for circulation to the group. | PW |  |
| **JANUARY 2019** | | | | |
| 3 | Action Points (Paper B) | Forward to Chair any issues you want raising at the next SIGN Chairs meeting on 1/2/19 | ALL | **✓** |
| 4 | Data Protection Legislation:   * Privacy Notices | Forward link to CQC Privacy Statement, to Chair to circulate to group for their information. <https://www.cqc.org.uk/about-us/our-policies/privacy-statement> | DS | **🗸** |
| * SARs | NHS Mail lack of contract variation regarding data processing – non-GDPR compliant – raise at next SIGN Chairs meeting on 1/2/19 | CHAIR | **🗸** |
| 8 | Confidentiality, Data Protection and Freedom of Information | FOI - second reading in parliament on 25/1/19 which is mostly for local government, but includes safeguarding children, contact with public authorities, ICO, etc – to send notification to Chair for circulation to the group.  <https://beta.parliament.uk/work-packages/vmZhj7uU> | AN | **🗸** |
| 9 | Data and IT /Information Security | Connecting for Health for Guidance re: recording of prisoners – to provide link or details to circulate to the group. | TOM |  |