**The Northern, Yorkshire & Humberside**

**NHS Directors of Informatics Forum**

**Information Governance Sub-Group**

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

**Microsoft Teams – 08 July 2021, 13:00 – 14:00**

**Present:**

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| **Name** | **Initials** | **Organisation** |
| Roy Underwood (Chair) | RU | Doncaster and Bassetlaw Teaching Hospitals |
| Nicola Gouldthorpe (Minute Taker) | NG | Northern Lincolnshire and Goole Hospitals |
| Liza Broughton | LB | Sheffield Teaching Hospital |
| Dianne Llewellyn | DL | Mid Yorkshire Hospitals |
| Gershon Nubour | GN | NHS Sheffield CCG |
| Mike Cosgrove | MC | City Health Care Partnership CIC |
| Derek Stowe | DS | Rotherham NHS Foundation Trust |
| Lynne Trickett | LT | RDASH |
| Peter Wilson | PW | Sheffield Teaching Hospital |
| Martin Moorhouse | MM | Mid Yorkshire Hospitals |
| Andrea Brown | ABr | Sheffield City Council |
| Dal Sharry-Khan | DSK | Bradford Care Alliance |
| Taryn Milton | TM | Hull University Teaching Hospital |
| Rachael Smith | RS | South West Yorkshire Partnership NHS Foundation Trust |
| Alison Edwards | AE | Doncaster CCG |
| David Britton | DB | Spectrum Community Health |
| Blaine Williams | BW | NHS Calderdale CCG |
| Claire McInnes | CMc | Rotherham CCG |
| Adam Barker | AB | Care Plus Group |
| Jo Higgins | JH | Harrogate and District NHS Foundation Trust |
| Barry Jackson | BJ | N3i |
| Caroline Britten | CB | RDASH |
| Megan Williamson | MW | Sheffield Health & Social Care |
| Rhona McCleery | RMc | Rotherham NHS Trust |
| Stephen Rose | SR | CHFT |
| Andy Thompson | AT | York Teaching Hospitals NHS Foundation Trust |
| Lindsay Stuffins | LS | RDASH |
| Helen Hartland | HH | Yorkshire Ambulance Service |
| Karen Rowe | KRo | Leeds CCG |
| Rachael Fieldsend | RF | NHS North East Lincolnshire CCG |
| Erin Wood | EW | Health Education England |
| Karen Robinson | KR | Humber Teaching NHS Foundation Trust |
| Phillipa Thornley | PT | North Lincolnshire Council |
| Hayley Gillingwater (Joined 1.22 pm) | HG | East Riding of Yorkshire CCG |
| Narissa Leyland (Joined 1.23 pm) | NL | Leeds Community Healthcare Trust |
| Jenny Pope (Joined 1.32 pm) | JP | Airdale NHS Trust |
| Pauline Ward (Joined 1.41 pm) | PWa | Lincolnshire Partnership NHS Foundation Trust |

**Apologies:**

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| Susan Meakin | SMe | Northern Lincolnshire and Goole Hospitals |
| Linda Da Costa | LDC | Northern Lincolnshire and Goole Hospitals |
| Ola Zahran | OZ | Yorkshire Ambulance Service |
| Claire Attwood | CA | City Heath Care Partnership CIC |
| Carol Mitchell | CMi | NHS England and NHS Improvement |
| Nikki Minnikin | NM | Doncaster Council |
| Ruth Parker | RP | Yorkshire Ambulance Service |
| Alastair Pickering | AP | Hull University Teaching Hospital |
| Ruth Foxcroft | RFo | South West Yorkshire Partnership NHS Foundation Trust |
| Sarah Briggs | SB | Bradford District Care NHS Foundation Trust |
| Jon Shingleton | JSh | NHS England & NHS Improvement |
| Kay Hill | KH | Harrogate and District Hospital |
| John Wolstenholme | JW | Sheffield Health and Social Care NHS Foundation Trust |
| Caroline Million | CM | CM Associates |

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|  |  | **Action** |
| 1. | **Apologies** - See above |  |
| 2. | **Minutes of previous meeting** held 10 June 2021  Accepted as a true record |  |
| 3. | **Matters arising**   * Please refer to the action log |  |
| 4. | **Data Protection Regulations** |  |
|  | **NHS Health and Care Bill -** GN reported that the only IG change was the requirement to provide anonymised statistics.  <https://nhsproviders.org/media/691733/nhs-providers-briefing-health-and-care-bill.pdf>  **Right to be forgotten** – TM has received a request from a patient; another Trust has also received this from the same patient. The patient is threatening to go to the ICO; TM asked what the group thought about this as records can’t be removed in case they were required in court. The group knew of a couple of cases that this happened too, the authorities were informed and a note was added to the patient file.  The group advised TM not to go into too much detail and if a SAR comes in then you have the Clinical Records guarantee for the amendment and this could be classed as unlawful processing.  PW suggested looking at the ICO guidance on this. | CB to send template letter to TM |
| 5. | **Regional/National Events**   * 08 July 2021 – IG O365 live event * GN asked if anyone in the group was going live with the O365 mobile security suite this month as part of the pilot. This is planned to be rolled out during August. |  |
| 6. | **IG Education/Personal Development Updates**  No update |  |
| 7. | **EU/Brexit**  GN reported that NHS mail are still processing data in the USA, contractual clauses are in place but no supplementary measures. NL has reviewed the arrangements. |  |
| 8. | **Data Security and Protection Toolkit**  NL reported that JH had attended the East of England forum where it was reported that the DSPT 21/22 was going through the approval process with the baseline submission of February 2022 and final submission June 2022. This would mean that the training would most likely run from June 2021 – June 2022. There have been some small changes in in the mandatory set and an increase in some of the Data Protection technical requirements.  GN asked if the CCG submission was mentioned. | NL to send NG the DSPT presentation to circulate.  Ask JH if he is available to give an update at the next SIGN. |
| 9. | **Confidentiality, Data Protection and Freedom of Information**   * Do not destroy - NHSE - Independent enquiry in spring 2022, SMe shared the following link: <https://www.capsticks.com/insights/preparing-for-the-covid-19-public-inquiry-what-nhs-organisations-need-to-consider>   DS and PW have checked with their Caldicott Guardian and SIRO neither are aware of this, although this pertains to Covid-19 information. TM reported that this will link in with Emergency Planning.  RU thought that these letters should have come via the DPO. |  |
| 10. | **Data and IT/Information Security** |  |
|  | * No update |  |
| 11. | **Any Other Business** |  |
|  | * The group wished PW well in his retirement and thanked him for his support and guidance over the years, he will be missed. |  |
| 12. | **Date/Time of Next Meeting:**  Thursday 12 August 2021, 1.00 pm – 2.30 pm Via Microsoft Teams | Meeting invite already sent out |