

NHS Ayrshire & Arran



Meeting: Ayrshire and Arran NHS Board

Meeting date: Monday 17 August 2020

Title: Information Governance Committee meeting on 21 July 2020 - report to NHS Board

Responsible Director: Dr Crawford McGuffie, Medical Director

Report Author: Mrs Jillian Neilson, Head of Information Governance and Data Protection Officer

1. Purpose

This is presented to the Board for: Discussion.

This paper relates to: Local policy to ensure good governance practice in reporting from board committees

This aligns to the NHS Scotland quality ambitions of Safe, Effective and Person Centred. Good governance practice supports the effective delivery of services across the organisation.

2. Report summary

2.1 Situation

This report provides information to Board Members on key issues discussed within the Governance Committee's remit, in order to provide assurance to the Board that those matters have been identified and are being addressed, where required.

2.2 Background

The Board Model Standing Orders advises that Board meeting papers will include the minutes of committee meetings which the relevant committee has approved. To ensure that there is no delay in reporting from committees this paper provides a timely update on key issues from committees.

2.3 Assessment

Key issues discussed/agreed by Committee are noted below. Identification of organisational risks, stakeholder considerations and other impacts were included in papers to the Committee.

- Freedom of Information – Committee members discussed and it was noted that while there had been a decrease in activity, this was expected to increase in the coming months.
- New ways of working, home working and mobile messaging – The Committee emphasised the need to strike a balance between progressing new ways of working whilst meeting information governance requirements. Members received robust assurance on the approach currently being taken and the position will continue to be monitored.
- Information Governance and Email Management training – Committee members noted that this training had continued during the pandemic and had been well received.

2.4 Recommendation

The Board is asked to be aware of and discuss the key issues highlighted and receive assurance that issues are being addressed, where required.