

NHS Ayrshire & Arran



Meeting:	Ayrshire and Arran NHS Board
Meeting date:	Monday 2 December 2024
Title:	Information Governance Committee meeting on 11 November 2024 - report to NHS Board
Responsible Director:	Dr Crawford McGuffie, Medical Director
Report Author:	Ms Sheila Cowan, Non-Executive Director Mrs Angela O'Mahony, Committee Secretary

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

- Committee members discussed in detail the three Information Governance Committee (IGC) strategic risks and were assured of the work being done to

manage these risks. A Board Risk workshop had recently taken place which had highlighted the need for further review of the reporting of risk to the committees. All three IGC risks had been reviewed during the reporting period. There was no change to the risk level for two of these risks. For risk ID 856, COVID-19 Inquiries - retention of mail boxes, members recognised the work done to mitigate the risk and approved that this be re-categorised and moved to the operational risk register. There were no emerging risks to report.

- The Committee received a detailed update on the key areas of activity carried out by the Cyber Security team and the Board's current performance against a number of national Cyber Security measures. Members were assured by the level of activity taking place, commending in particular the significant work done to enable rollout of MS Baseline, as NHSAA was the first Board in Scotland to complete this work.
- Members acknowledged the workforce pressures facing the IG team, alongside greater workload due to increased numbers of FOI and data rights access requests, as well as other data protection queries, many of which were substantial, complex and involved significant work. Members were advised that the team had recruited to some posts which should reduce workforce pressures and help meet workload challenges. The Medical Director assured members that a prioritised approach is being taken to ensure the Board meets legislative requirements. The Committee thanked the IG team for the good work being done with limited resource.

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.