



AGENDA ITEM

(3.1.5)

DIGITAL & DATA COMMITTEE

HIGHLIGHT REPORT FROM THE INFORMATION GOVERNANCE GROUP

DATE OF MEETING

14th October 2021

PUBLIC OR PRIVATE REPORT

Public

**IF PRIVATE PLEASE
INDICATE REASON**

NOT APPLICABLE

PREPARED BY

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PRESENTED BY

Georgina Galletly, Director of Corporate
Governance

**EXECUTIVE SPONSOR
APPROVED**

Georgina Galletly, Director of Corporate
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REPORT PURPOSE

FOR NOTING

ACRONYMS

IG	Information Governance
FOIA	Freedom of Information Act
DPIA	Data Protection Impact Assessment
ICO	Information Commissioner's Office

1. PURPOSE

- 1.1 This report had been prepared to provide the Digital & Data Committee with details of the key issues considered by the

Information Governance Group at its meeting on the 27th September 2021.

1.2 Key highlights from the meeting are reported in section 2.

1.3 The Committee is requested to **NOTE** the report.

2. HIGHLIGHT REPORT

ALERT / ESCALATE	<ul style="list-style-type: none"> • Positive Escalation: The Group acknowledged the significant efforts of the IG Team in maintaining high compliance ratings with their KPI figures, namely FOIA requests and Subject Access Requests. A 38% increase in FOIA requests was reported. Also a new category of DPIAs was recorded on the KPI report, which demonstrated a 50% increase in the number of DPIAs for the year 2021 to date compared with the whole of 2020. • The IG & ICT Risk Register was discussed and three emerging risks were noted: <ul style="list-style-type: none"> ○ Data Quality & Integrity in relation to electronic and paper records / software systems ○ Resource and capacity constraints with cyber security functions ○ Medical Records approach within District Nursing
ADVISE	<ul style="list-style-type: none"> • The Group discussed the Publication Scheme and a recent Patient Safety Alert that was received from the Welsh Government via the Communications Team. This alert related to removing content from the website if it posed a risk to the safety of patients. <p>The Publication Scheme is currently not managed by a particular department, so a Task and Finish Group has been established to address this issue and decide upon a service area to review this part of the website and manage in future.</p>
ASSURE	<ul style="list-style-type: none"> • Feedback was provided to the Group on a recent ICT Cyber Security Phishing Report. The purpose of this report was to provide the results of the simulated Phishing exercise that was launched on the 6th July 2021. The exercise was part of a campaign jointly co-ordinated by the Cyber Security team and Counter Fraud. The campaign was designed to educate staff



	<p>on the dangers of Phishing emails as well as identifying gaps in staff's knowledge in this area.</p> <p>From the 980 staff who were sent the emails 203 (21%) opened the email. Out of these 203 staff, 147 (72%) clicked the link. Based on these figures if this exercise was directed at all staff (13,000) then 2,600 staff would potentially open the email with 1,872 clicking on the link.</p> <p>There are a further 2 exercises to complete as part of the campaign. Each exercise will increase the number of random staff without including those who have already been part of the previous exercises. The next exercise will take place in October, with the final one being run in November.</p> <ul style="list-style-type: none">Members were informed of the recent feedback from the ICO to the two previously reported data breach incidents in May 2021. The ICO made recommendations only and does not intend to investigate further.
INFORM	<ul style="list-style-type: none">Members of the Group were informed that the UK Government launched a wide-ranging consultation on the future of data protection law and regulation. It is relevant for all in terms of understanding and influencing the future of data protection law in the UK. <p>The Consultation is open until the 19th November 2021 and documents can be found here: https://dcms.eu.qualtrics.com/jfe/form/SV_4PCGczFraZqi1aC</p>
APPENDICES	NOT APPLICABLE