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ACTION LOG – DIGITAL & DATA COMMITTEE					
Minute Reference	Date of Meeting Action Originated	Issue	Lead Officer	Timescale for Action to be completed	Status of Action (as at 9.12.22)
28.9.22	September 2022	<p>Digital Assurance Report To bring an Assurance Report on WCCIS back to the next meeting</p>	Andrew Nelson	December 2022	<p>Completed Options discussed by Executive Board and a verbal update to be provided as part of the Digital Programme Assurance Report item at December 2022 meeting.</p>
06.22.18	June 2022	<p>Digital Assurance Report S Morris and the Digital Team to consider the following actions:</p> <ul style="list-style-type: none"> • Ophthalmology (Open Eyes) – was there any planned care funding which could be used to support this programme as it aligns to the Audit Wales Report on Planned Care where Ophthalmology was recognised as a significant area of concern. • Community Services (WCCIS) – in considering the assessment for prioritisation, the regulation 28 from the coroner in relation to prevent further loss of life should be a significant consideration factor. • Explore the use of laptop leasing schemes. 	Stuart Morris/Digital Team	September 2022 Propose to close	<p>Ongoing Progress Update 12.12.22:</p> <ul style="list-style-type: none"> - Areas of risk remain prior to implementation. Project Coordination, Service Readiness and Service Management Support need to be address prior to Go-Live - In November 2022, Executive Team have approved to implement WCCIS in a phased manner for Mental Health Services, Community Services and District Nursing

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					- Unable to proceed with leasing scheme at this time
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COMPLETED ACTIONS					
03.22.22	March 2022	Critical Incidents Report To query the specification of the LINC system with the Assistant Director for ICT.	Paul Chilcott/Stuart Morris	June 2022	Completed The LINC programme is on the risk register.
03.22.22	March 2022	Critical Incidents Report To review the wording in Section 2.1.1 on storage area networking	Paul Chilcott	June 2022	Completed This can be read as – “in the event of a failure”. The SAN is likely to have multiple resilient components to ensure that failures are tolerated, and then supported by a Service Level Agreement with the manufacturer for rapid replacement. This will be taken to the LINC service Management Board for further assurance.
06.22.22	June 2022	Digital Communication S Morris / All – in terms of accessibility avoid the use of red and yellow text.	Stuart Morris/All	June 2022	Completed The team have noted the requirement to avoid red and yellow text in reports.

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					Mentimeter tool does allow for a level of configuration although the use of colour brings Word Clouds etc... to life ... need to consider the audience when presenting feedback. No further action at this time.
06.22.20	June 2022	Infrastructure Programme Provide a future report on the Infrastructure Plan.	Andrew Nelson	September 2022	Completed On Agenda September 2022 Meeting
06.22.14	June 2022	Organisational Risk Register Update Digital Risks to ensure they represent the current position and review dates are up to date.	Andrew Nelson	September 2022	Completed Risk assessments updated on the Datix Risk Module and are reflected in the Organisational Risk Register.
07.21.19	July 2021	All Wales Information Governance Toolkit Update To provide a further update to the next meeting on the actions to mitigate the gaps identified by the Information Governance Toolkit Self-Assessment	Director of Corporate Governance	October 2021	COMPLETED Report received by the Committee at the October 2021 meeting.
07.21.21	July 2021	Digital Programme Assurance Report Agreed that A. Nelson would arrange for the Target Operating Model review to be made available to members.	Chief Information Officer / Senior Information Risk Owner	October 2021	COMPLETED Circulated to Members October 2021

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10.21.15	October 2021	Organisational Risk Register Risks 4337, 4282 and 4693 would be reviewed outside of the meeting and reported back.	Director of Corporate Governance	March 2022	COMPLETED The Actions have been reviewed and are reflected in the Organisational Risk Register being presented to the 23 March meeting.
10.21.15	October 2021	Organisational Risk Register Narrative on Risk 4963 to be amended to reflect the explanation from K. Winder on uploading the data	Director of Corporate Governance	March 2022	COMPLETED Risk has been updated and is now proposed to be closed. The update will come forward in the Org RR update to D&D Committee for the March 2022 meeting.
10.21.21	October 2021	Disaggregation of ICT Support Services from Swansea Bay UHB The Committee agreed to escalate their concerns to the Board on the lack of funding for the disaggregation of ICT support services	Director of Corporate Governance	November 2021	COMPLETED Escalated to Board in the Committee Highlight Report and received at the November 2021 Board Meeting.
10.21.15	October 2021	Organisational Risk Register Internal Audit report on Bridgend Disaggregation would be shared with Members of the Committee once received	Chief Information Officer/Senior Information Risk Owner	March 2022	COMPLETED On Agenda for March 2022 meeting.
10.21.25	October 2021	Forward Work Plan Welsh Nursing Care Record be added to the Forward Work Programme for a further update to a future meeting of the Committee.	Director of Corporate Governance	January 2022	COMPLETED Added for Forward Work Plan for June 2022 Meeting.

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7.21.10	July 2021	All Wales Information Governance Toolkit Outcome To provide a further update to the Committee on the actions to mitigate the gaps identified by the Information Governance Toolkit Self-Assessment	Director of Corporate Governance	October 2021	COMPLETE Report received at October 2021 Meeting.
7.21.19	July 2021	Digital Programme Assurance Circulate the review of the Target Operating Model to Members	Chief Information Officer / Senior Information Risk Owner	October 2021	COMPLETE Circulated to Committee Members 7.10.21
03.21.19	March 2021	Internal Audit Report – IT Assessment Interim Director of Planning & Performance to review management response and discuss with Committee Chair in order that an updated management response is received at the next meeting.	Chief Information Officer / Senior Information Risk Owner	July 2021	COMPLETE Report received by Committee at July 2021 meeting.
03.21.19	March 2021	Internal Audit Report – IT Service Management Verbal update to be provided at next meeting.	Chief Information Officer / Senior Information Risk Owner	July 2021	COMPLETE Report received by Committee at July 2021 meeting.
03.21.22	March 2021	Clinical Coding Plan Report to be received at next meeting.	Chief Information Officer / Senior Information Risk Owner	July 2021	COMPLETE Report received by Committee at July 2021 meeting.
03.21.22	March 2021	Committee Forward Work Plan	Head of Corporate	March 2021	COMPLETE Actioned on 11 th March 2021

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		Cancellation of two meetings of the Committee necessitated Executive Lead reflecting on work programme to prioritise topics for future meetings – this to be noted on work plan.	Governance & Board Business		
IC 03.21.15	March 2021	Cyber Resilience Report to be received “In Committee” at next meeting.	Chief Information Officer / Senior Information Risk Owner	July 2021	COMPLETE Report received by Committee at July 2021 meeting.