

NHS Central Register (NHSCR) Governance Board

Minutes of the NHSCR Governance Board:

Thirteenth Meeting: 20 May 2014

Present	Organisation
Tim Ellis	Chief Executive, National Records of Scotland (NRS) (Chairman)
Muriel Douglas	Head of NHS Central Register, NRS
Dr Eric Baijal	Director of Public Health, NHS Borders
Paul Dowie	Director of Shared Service and Customer First, Improvement Service
Professor Graeme Laurie	Professor of Medical Jurisprudence, University of Edinburgh
David Knowles	National Services Scotland (NSS), Director of Practitioner and Counter Fraud Services
Iain Horne	(Representing Eddie Turnbull) Scottish Government (SG) e-Health Business Manager
Dr Abbe Brown	Chair of PAC, attended by conference call
Esta Clark	(Representing Kirsty Maclachlan), NRS Population and Statistics
Dr Janet Murray	NRS Caldicott Guardian, Information Services Division (ISD) (Arrival delayed due to meeting at the Farr Institute)
Gerry Donnelly	Head of Data Resources, NRS
Irene Henry	NHS Central Register, NRS (minutes)
Jane Gilchrist	NRS, NHSCR

Welcome and introductions

1. The chairman welcomed members to the meeting and all introduced themselves. Apologies were received from Kirsty Maclachlan.

Minutes of meeting on 24 October 2013 and matters arising

2. The minutes were approved. Actions from previous meeting were discussed.
3. **Action:** Muriel Douglas to review Performance Indicators for Health. The Board agreed the revised performance indications should be 90% of Health updates within 5 working days and 100% within 15 working days.

4. **Action:** Dr Goodlet-Rowley to circulate papers National Records of Scotland Approach to safeguarding your data and Privacy Impact Assessment to board members. The Board were invited to comment on both papers prior to publication. The Board agreed this was now closed.

NHS Central Register Performance Targets 2013-14 and Objectives 2014-15

5. Muriel Douglas spoke to Paper 1 NHSCR GB (14) 01 highlighting individual projects and providing more detail for the Board.
6. The Data Sharing Agreement for Medical Research has been taken forward and is with the National Records of Scotland (NRS) and Information Services Division Legal Team.
7. David Knowles formally requested NRS sponsorship for National Services Scotland (NSS) Practitioner Services to access the Personal Demographic Spine (PDS) – the NHS Central Register equivalent system in England and Wales. He stated the background to this was the Clinical Commissioning Groups in England and Wales being centralised into hubs. Muriel Douglas highlighted significant technical difficulties with view only access to PDS, a paper is available on request and that there was a possibility of a 24 Hour service being required. Dr Abbe Brown commented that this has considerable impact on privacy. The Chair confirmed that a robust policy document would be put in place. Iain Horne drew the Board's attention to a privacy paper by Daniel Beaumont Public Benefits and Privacy Panel.
8. The Board discussed the Substantial Assurance marking from the Scottish Government (SG) internal audit.

Action: Muriel Douglas to send copy of the Audit report to Tim Ellis

9. Muriel Douglas provided additional detail on recent linkage exercises and the trialling of the National Records of Scotland Link Plus software for exercises with poor and/or missing data items. The findings were that it took the same time as manual matching but generated false positive results. The way forward is to widen the current probability matching. Significant analysis would be required to take into account all data needs and weighting on outcomes for acceptance. The Portfolio Management Group has been alerted to this.

Action: Muriel Douglas to provide a paper on the Glasgow Housing Association work for the next board.

10. Dr Eric Baijal invited National Records of Scotland (NRS) to provide a presentation at the next Caldicott Guardian's Forum – October 2014 - on NHS Central Register's cross-sectorial work. Discussion has taken place on the potential for a Commission/Board and representation from NRS.
11. Professor Graeme Laurie raised the public concerns in England and Wales on linking data with bodies outside health, following the Health and Social Care Act. A discussion on the need to focus on public benefit rather than public interest with multi-directional public awareness campaign followed. It was noted that NHSCR has good examples of proactive management of implied consent. David Knowles commented that General Practitioners in England and Wales were not on board. Dr

Abbe Brown recommended development of clarity around the public benefit. Muriel Douglas provided examples of public benefits from non-standard data sharing.

Action: To review governance around NHSCR expanding customer base and the implications of a yes vote in the upcoming Scottish Independence Referendum.

Improvement Service (IS) Update

12. Paul Dowie spoke to Paper 2 NHSCR GB (14) 02 highlighting the significant advances made on the Citizen Account Service (CAS) Refresh.
13. The CAS has been rebranded as myaccount under mygovscot backed and funded by the Scottish Government (SG).
14. In April 2014 the Scottish Government published its policy for sign-in to online services with myaccount being the national approach.
15. A soft launch of the live myaccount for public services took place on 14 April 2014 with early adopters going on-line.
16. The Information Services is working with NHS Central Register to improve the quality of the data held by local authorities and will be targeting 15 in this year.
17. The Information Services is in discussion with e-Health leads to enable patients to access myaccount services.
18. The Scottish Government has agreed funding to 2018.
19. National Records of Scotland (NRS) has re-visited the 2006 information sharing agreements with the IS. These have been strengthened to mutual benefit. Muriel Douglas added that steps are in place for a Scottish Statutory Instrument (SSI) to increase the ability to share Unique Citizen Reference Number (UCRN), Unique Property Reference Number (UPRN) and postcode.

Action: The Board requested a paper for the next meeting on the results of the consultation on the SSI.

National Records of Scotland Re-alignment

20. Gerry Donnelly provided a presentation on Paper 3 NHSCR GB (14) 03, Refocusing National Records of Scotland (NRS) Statistical Teams. Gerry Donnelly has taken over responsibility for NHS Central Register from Kirsty Maclachlan.
21. The refocusing views National Records of Scotland as a whole, working more strategically on policies and ethics. The Chair added that there is richness to the data National Records of Scotland holds and in the work we do. National Records of Scotland will strengthen the governance providing consistency across National Records of Scotland recognising the constraints and applying flexibility where possible.
22. In the event of a Yes vote in September's Independence Referendum Amy Wilson will lead on the development of a National Statistical Institute (NSI) for Scotland. A National Statistical Institute is a requirement of membership of the European Union.

23. Professor Graeme Laurie questioned what was informing government on the National Statistical Institute and the role of Privacy Advisory Panel (PAC), the Public Benefit and Ethics Panel. The requirement for a single safeguarding policy which is proportional to the risk balanced with the public benefit.
24. Professor Graeme Laurie recommended that the Governance Board be used as a consultative body by NHSCR for non-standard projects. The Board agreed.

Date of next meeting

Dates will be circulated for the next meeting in early December 2014.

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