

DIGITAL, DATA AND INNOVATION COMMITTEE (DDIC)/ PWYLLGOR DIGIDOL, DATA AC ARLOESI
21/04/2026

TABLE OF ACTIONS/TABL GWEITHREDOEDD

Key: AT-Anthony Tracey; JW-Joanne Wilson

MEETING DATE	MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
07/10/2025	DDIC(25)55	The Information Governance Sub-Committee 3As report to DDIC alerted members to the condition of the record storage facility. As part of this discussion Mr Thomas advised the business case would be completed. • To progress the business case for records storage facilities, as a priority, ensuring all requested information is incorporated.	AT	21/04/2026	Complete This has been achieved through current resources and communication has been made with Clinical Executives to advise of the consequences.
07/10/2025	DDIC(25)57	As part of the data quality discussion, Mr Thomas stated that in a previous DDIC meeting Mr Anthony Tracey had discussed the possibility of adding quality 'kitemarks' to documentation. • To add quality kitemarks for documents to the Data Quality Deep Dive Workplan	AT	21/04/2026	Complete Included within the July 2026 DDIC Agenda around Data Quality
15/01/2026	DDIC(26)86	Information Governance Sub Committee (IGSC) 3A's update • A discussion to be held regarding IGSC quoracy issues.	AT	21/04/2026	Complete A review of the IGSC TORs will be undertaken to remove the Independent member from being part of quorum recognising the attendance is in an observer/scrutiny. This was followed by a discussion with the relevant Independent Member regarding Committee attendance.

MEETING DATE	MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
15/01/2026	DDIC(26)88	Information Governance Training Update • To explore whether study leave should not be able to be undertaken without mandatory training being in place first, this would be work for PODCC to investigate	JW	21/04/2026	Complete The Executive Director of Workforce and OD has confirmed that mandatory training should be at 100% compliance before Managers grant study leave. It was agreed this matter did not need to be a substantive item of the PODCC due to the operational nature of the matter.
21/04/2026	DDIC(26)96	Minutes and Matters Arising from the Meeting Held on 15 January 2026 • To seek legal advice on Clinical ownership of AI recorded patient notes.	AT	21/07/2026	Complete We have engaged with the NHS Wales Shared Services Partnership (NWSPP) Legal Team, who have reaffirmed their commitment to supporting Hywel Dda UHB in developing a robust and defensible approach to Artificial Intelligence. This ongoing partnership will focus on key legal considerations, including liability, clinical and organisational accountability, the management of potential claims, and the broader ethical implications of AI adoption. Their expertise will help ensure that our AI strategy is underpinned by appropriate governance, legal assurance, and ethical principles, enabling innovation to be progressed in a safe, compliant and responsible manner.