# NHS Golden Jubilee

### **Meeting: NHS Golden Jubilee Board**

### **Meeting date: 25 July 2023**

### **Title: Digital & Information Governance Annual Report 2022/23**

### **Responsible Executive/Non-Executive: Michael Breen, Director of Finance/Senior Information Risk Owner (SIRO)**

### **Report Author: Sharon Stott, Head of Digital Governance, Data Protection Officer.**

## 1 Purpose

### This is presented to the Board for:

### Awareness

### This report relates to a:

* Annual Operation Plan

### This aligns to the following NHSScotland quality ambition(s):

* Safe
* Effective
* Person Centred

**This aligns to the following NHSGJ Corporate Objectives:**

## 2 Report summary

## 2.1 Situation

The Digital & Information Governance Team are responsible for ensuring the Board manages compliance of various disciplines within the Digital and Information Governance landscape.

## 2.2 Background

One of the requirements for the preparation of the Annual Accounts Governance Statement is that annual reports are produced and approved for each strand of Governance.

The report for Digital & Information Governance highlights that this strand of governance is a critical element of the effective running of the Board. It ensures that relevant and appropriate safeguards are put in place to manage our legal obligations under several pieces of legislation including the Data Protection Act 2018 and the UK GDPR. This provides detail around the risk management approach taken by the Board in handling information which is both sensitive and confidential in nature.

The report highlights current and planned activities over the coming year to maintain and develop the digital governance structure in place within the Board.

## 2.3 Assessment

The report has been drafted with consideration to the key disciplines of Information Governance, including:

* Data Protection Act 2018
* UK GDPR
* Freedom of Information (Scotland) Act 2002
* Public Records (Scotland) Act 2011

### 2.3.1 Quality/ Patient Care

Provides assurances to patients and families that the Board ensures compliance with its legal obligations within digital & information governance

### 2.3.2 Workforce

Provides assurances to the workforce that the Board understands its requirements with its legal obligations within digital & information governance

### 2.3.3 Financial

Not applicable

### 2.3.4 Risk Assessment/Management

The report will detail any areas of risk and how these are being managed and mitigated.

### 2.3.5 Equality and Diversity, including health inequalities

An impact assessment has not been completed because no one would be negatively affected by this report from an equality and diversity perspective.

### 2.3.6 Other impacts

**Climate Emergency and Sustainability**

Not applicable

### Communication, involvement, engagement and consultation

The Board has carried out its duties to involve and engage external stakeholders where appropriate:

### Route to the Meeting

This has been previously considered by the following groups as part of its development.

Executive Leadership Team., 29 June 2023.

The groups have either supported the content, or their feedback has informed the development of the content presented in this report.

## 2.4 Recommendation

* **Awareness** – For Members’ information only.

## List of appendices

The following appendices are included with this report:

* Appendix No 1 – Digital & Information Governance Annual Report 2022/23