



CTM BOARD

**HIGHLIGHT REPORT FROM THE CHAIR OF THE
DIGITAL & DATA COMMITTEE**

DATE OF MEETING	25/03/2021
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PUBLIC OR PRIVATE REPORT	Public
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IF PRIVATE PLEASE INDICATE REASON	Not Applicable - Public Report
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PREPARED BY	Wendy Penrhyn-Jones, Head of Corporate Governance & Board Business
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PRESENTED BY	Ian Wells, Digital & Data Committee Chair / Independent Member
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EXECUTIVE SPONSOR APPROVED	Clare Williams, Director of Planning & Performance (interim) Georgina Galletly, Director of Corporate Governance/Board Secretary.
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REPORT PURPOSE	FOR NOTING
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ACRONYMS

NWIS	NHS Wales Informatics Service
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DHSSG	Digital Health Strategy Steering Group
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1. PURPOSE

1.1 This report had been prepared to provide the Board with details of the key issues considered at the meeting of the Digital & Data Committee which took place on 11 March 2021.

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



AGENDA ITEM 2.2.4

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

2. HIGHLIGHT REPORT

ALERT / ESCALATE	There were no items identified for Alert/Escalation.
ADVISE	<p>A presentation was received on Digital Enablers. The Committee was advised that this issue was being explored on a multi-agency partner basis linked into national programmes and initiatives. This work was also being informed by lessons arising from the organisation’s response to Covid-19 which had necessitated greater reliance upon technology. Also it was noted that as part of the work that was ongoing to refresh the Digital Strategy, CTM was working closely with the NHS Wales Informatics Service as well as local authorities and housing associations. Six strategic programmes had been identified for the year ahead some of which were national such as the establishment of a Citizen’s Platform. It was acknowledged that there was a need for regular updates for Board Members as to delivery and a programme to support such reporting was being planned.</p> <p>A presentation on Digital Business Continuity was received. The Committee noted that work was underway to align critical digital system documents with industry best practice by the summer of 2021 with a risk and a compliance review also scheduled for coming months. Work continued as regards bringing any outlying servers under the ICT infrastructure.</p> <p>Following an inter-committee referral from the Audit & Risk Committee a report on an internal audit of IT service Management was received. The Committee noted the context to this audit which had taken place at the height of the organisation’s response to Covid-19 during 2020 as it was felt it would provide valuable learning. The Committee were advised that a significant number of required actions had now been completed which placed the function in a much</p>



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	<p>more positive place in readiness for the planned follow-up audit that would take place in due course.</p> <p>A second inter-committee referral from the Audit & Risk Committee relating to an internal audit baseline assessment regarding an IT Assessment. Members noted that observations and recommendations had been provided to facilitate change and improvement and to focus audit work in the future. The Audit & Risk Committee had expressed concerns as to the robustness of the management response to the audit and for ongoing monitoring of actions. The management response had originally been drafted at the end of 2020 since when further progress had been made. It was agreed that the executive lead would discuss the management response with the Digital & Data Committee Chair. A revised management response would then be presented to the next meeting of the Digital & Data Committee in July 2021.</p> <p>The Committee received a <i>Closed Report from Audit Wales in relation to Cyber Resilience in the Public Sector</i>. The Committee agreed to receive further information on CTM's position at its next meeting, again in closed session.</p>
ASSURE	<p>A report and oral update was received on the Organisational Risk Register. Members noted the oral update reflected changes to the risk register since it had been submitted to the Committee that reflected in an improved picture as regards the ICT related risks across CTM with seven risks de-escalated and one risk being closed. The latest Risk Register reflecting the oral update was due to be received by the Board at its meeting on 25 March 2021.</p> <p>Highlight reports were received from the Digital Delivery Board summarising progress made on key issues in recent months along with information governance activity since December 2020.</p>



AGENDA ITEM 2.2.4

INFORM	Three policy documents were approved: <ul style="list-style-type: none">• All-Wales Information Governance Policy• All-Wales Internet Use Policy• All-Wales Information Security Policy
APPENDICES	NOT APPLICABLE