



**North West London Digital
Security & Access Information Governance Sub-Group
Thursday 16th February 2017
Time: 13.00 - 14.20**

Venue: Fifth Floor, British Dental Association, 64 Wimpole Street, W1G 8YS

Minutes

ATTENDEES

Name	Role	Organisation	IN.
Amanda Lucas	WSIC Dashboards Programme Manager	NWL Collaboration of CCGs	AL
Stephen Murphy	IT Commissioning IG specialist	Three Boroughs	SM
Rajesh Seedher	Information Governance Manager and Chair	Brent Council	RS
Muhammad Ali	IG Manager	HRCH	MA
Emma Cooper	Digital IG Lead	NWL	EC
Philip Robinson	IG Manager	Imperial	PR
David Granger	IG Manager	PKB	DG
Janice Boucher	Caldicott Support	Triborough	JB

PART ONE: Governance

1. Welcome and Introductions –

- Welcomed every member to the meeting

ACTION UPDATE

OPEN/CLOSED

#	Date	Action	Who	Update	Status
001	16/02/2017	Sub Group to make a recommendation to the IG Group to amend the password prompt timeframe to 6 months to encourage engagement with the dashboard as there is a 5 day SLA to reset. Risks balanced against the Info Sec implications but considered alongside new	EC		Open





		thinking in this area that suggests password prompts actually weaken security. There is a need to add password issue to the RISK register.			
002	16/02/2017	Sub Group to raise concerns with IG Group about the blurred lines in terms of requests of data for non-care purposes by commercial organisations.	RS		Open
003	16/02/2017	Sub Group to recommend the IG Group that new data request form is added to WSIC Dashboard process in line with new standards.	EC		Open
004	16/02/2017	Linking data to individuals, new forms should have specific restrictions. Drawing out how the data would support with identified purposes.	EC		Open
005	16/02/17	Sub Group recommended that the Data Request form includes clearer restrictions on linkage and onward use of the data including sharing with third parties outside of controlled environment.	RS		Open
006	16/02/17	Data requests were approved subject to written confirmation around restrictions to linkage and identification of specific individuals	AL		Open

