

## Digital, Data, Research & Innovation Committee Log 2025-26

Meeting Date	Type of Meeting	Minute Ref	Agenda Item	Narrative	Type of Action	Assigned to (individual)	Supporting (additional staff)	Due by	Update	Status
02.10.2025	Public Committee	86/25		Referral from the Workforce and OD Committee: Digitally Ready Workforce Report it was suggested that the plan be presented to the Digital and Data, Research and Innovation (DDRI) Committee. This recommendation was agreed and confirmed that the plan would be developed and reported to both the DDRI Committee and other relevant committees.	Referral	Director of Digital (MJ)	Assistant Director of Digital (GW)	Jan-26	To be added to the January 2026 agenda.	Underway (with update)
7.11.2024	Public Committee	12/24	Artificial Intelligence (AI) Governance	AI National Team to be invited to a future committee.	Action	Director of Digital (MJ)		Jan-26	To be arranged at an appropriate time - to be confirmed by Director of Digital.	Underway (with update)
10.07.2025	Public Committee	75/25	Action Log	To demonstrate the Clinical Coding AI solution and to arrange a demonstration.	Action	Director of Digital (MJ)	Assistant Director of Digital Intelligence (LM)	Jan-26	To be included on the January 2026 agenda.	Underway (with update)
10.07.2025	Public Committee	75/25	Operating Performance	To develop a cloud strategy and bring it to the Committee for review.	Action	Director of Digital (MJ)	Assistant Director of Digital Technology (CM)	Jan-26	To be included on the January 2026 agenda.	Underway (with update)
16.09.2025	Public Committee	99/25	Internal Audit Report	Referral from the Audit Committee. The closure of the out-of-hours digital support Internal Audit recommendation to the DDRI Committee. This is to ensure the Committee has an opportunity to discuss any further assurance it may need in relation to mitigations,	Referral	Director of Digital (MJ)		Nov-25	Further information sought from Audit Committee Chair regarding this referral.	Underway (with update)
26.08.2025	Public Committee	159/25	Business Continuity Audit Report	Report referred from Performance and Finance Committee. For the DDRI to ensure there is preparedness for digital system failures, including the development of manual fallback processes and the	Referral	Director of Digital (MJ)		Nov-25	Further information sought regarding this referral.	Underway (with update)
11.03.2025	Public Committee	25/25	Clinical Coding Internal Audit Actions	To develop more granular metrics to track progress, specifically measuring the length of the coding backlog over time to understand the contraction of the span of time that records are not being coded.	Action	Director of Digital (MJ)	Assistant Director of Digital Intelligence (LM)		A local dashboard has been developed, used to monitor that activity on a department and on an individual basis. That includes totals per day, electronic coding levels and rates per hour	Closed
11.03.2025	Public Committee	26/25	Limited Assurance report on Records Management	To develop a plan based on evidence and further investigation to provide assurance on the issue.	Action	Director of Digital (MJ)	Head of Health Records and Clinical Coding	Jun-25	Task and finish groups: The two groups have been created. The first has already had their initial meeting in April. We are continuing to establish the membership required for the second group however the first meeting of the task and finish group is planned for the 4th June. As an interim we have started collating records / storage information via a MS Form that is being forwarded to service areas as we identify them. Transmedia: Based on subjective codes within budget areas, we have only been able to identify an unusually small number of financial arrangements with Transmedia. A wider exercise is now underway to urgently scope this matter out, with the aim of identifying all arrangements across all budget areas and not just within a Storage subjective code. June 2025. Paper written and presented to Performance and finance committee on the 25 <sup>th</sup> June 2025 outlining the progress made on the Transmedia contracts following the initiation of a piece of work between the Head of Health Records and Procurement. A full inventory has now been provided by Transmedia on all Health board records stored within the facility. A project group will now be established as a priority	Closed
10.07.2025	Public Committee	64/25	Financial Management	To provide a paper to the Committee at a future meeting, offering greater clarity and assurance on staff vacancies, backfilling, and related resource allocation issues as discussed under the digital strategy and organisational review.	Action	Director of Digital (MJ)		Nov-25	To be included with the the Research and Development Governance Group Update Report.	Closed

