Advisory Group for Data (AGD) – Meeting Minutes

Thursday, 19th June 2025

09:00 – 15:00

(In-person at Wellington Place, Leeds & via videoconference)

AGD INDEPENDENT / NHS ENGLAND MEMBERS IN ATTENDANCE:	
Name:	**Role:**
Paul Affleck (PA)	AGD independent member (Specialist Ethics Adviser)
Michael Chapman (MC)	NHS England member (Data and Analytics Representative) (**Presenter:** items 6 and 7) (Not in attendance for items 1 to 4, part of item 5, and 15.1 to 15.8)
Claire Delaney-Pope (CDP)	AGD independent member (Specialist Information Governance Adviser)
Rachel Fernandez (RF)	NHS England member (Data Protection Office Representative (Delegate for Jon Moore))
Kirsty Irvine (KI)	AGD independent member (Chair)
Dr. Jonathan Osborn (JO)	NHS England member (Caldicott Guardian Team Representative)
Jenny Westaway (JW)	AGD independent member (Lay Adviser)
Miranda Winram (MW)	AGD independent member (Lay Adviser)
Tom Wright (TW)	NHS England member (Data and Analytics Representative (Delegate for Michael Chapman)) (**Presenter:** item 12)
NHS ENGLAND STAFF IN ATTENDANCE:	
Name:	**Role / Area:**
Laura Bellingham (LB)	Deputy Director, Data Access and Partnerships, Data and Analytics, Transformation Directorate (**Presenter:** items 8 to 10) (**Observer:** items 8 to 11)
Garry Coleman (GC)	NHS England SIRO Representative (**Presenter**: item 4)
Andrew Ireland (AI)	Information Governance Officer, IG Risk and Assurance, Privacy, Transparency, and Trust (PTT), Delivery Directorate (**Presenter**: item 13)
Harry Millard (HM)	Information Governance Officer, IG Risk and Assurance, Privacy, Transparency, and Trust (PTT), Delivery Directorate (**Presenter**: item 13)

Karen Myers (KM)	AGD Secretariat Officer, Privacy, Transparency and Trust (PTT), Delivery Directorate
Vicki Williams (VW)	AGD Secretariat Manager, Privacy, Transparency and Trust (PTT), Delivery Directorate (**Presenter:** items 15.3 to 15.4)
AGD INDEPENDENT MEMBERS / NHS ENGLAND MEMBERS <u>NOT</u> IN ATTENDANCE:	
Name:	**Role / Area:**
Dr. Robert French (RF)	AGD independent member (Specialist Academic / Statistician Adviser)
Jon Moore (JM)	NHS England member (Data Protection Office Representative)

1	**Welcome and Introductions:** The AGD Chair welcomed attendees to the meeting.	
2	**Review of previous AGD minutes:** The minutes of the AGD meeting on the 12th June 2025 were reviewed and, after several minor amendments, were agreed as an accurate record of the meeting.	
3	**Declaration of interests:** There were no declarations of interest.	
4	**NHS England Update (Presenter: Garry Coleman)** The Group were provided with a verbal update in respect of the announcement made on the 10th March 2025. The Group were advised that further updates would be provided in due course, when information becomes available. The Group noted and thanked Garry for providing the verbal update.	
5	**AGD members feedback / reflections** Following on from the discussion at the AGD meeting on the 13th March 2025, 5th December 2024 and the 26th September 2024, and in line with paragraph 9.1 of the AGD Terms of Reference, the Group discussed and provided feedback to the NHS England SIRO Representative, in respect of how they felt that AGD was operating. The Group noted that whilst the AGD was working well, further work could be undertaken to ensure that colleagues across NHS England, including existing stakeholders, are aware of the role of AGD, how it can / does support teams, NHS England business and the organisation; and suggested that this is something that should be discussed in further detail at future AGD meeting. **ACTION:** AGD Secretariat to add 'communications within NHS England on the role of AGD' on the internal AGD forward planner.	AGD Sec

	AGD noted that at the AGD plenary meeting on the 13th March 2025, the Group had a discussion on 'potential new ways of working'; and it was suggested that further discussions were held on this, to ensure that **1)** NHS England are bringing the right items for discussion / advice at AGD at the right time; **2)** AGD were allocated sufficient / appropriate time for each agenda item in-meeting; and **3)** NHS England continued to receive timely / robust advice from the Group.	
	ACTION: AGD Secretariat to add 'potential new ways of working' to the AGD internal forward planner.	AGD Sec
	AGD advised that they would welcome feedback from NHS England on advice provided, to **1)** support learning and development, **2)** to see where value is added to the system; and **3)** to reflect any benefits to the system in the AGD Annual Report.	
	ACTION: The AGD NHS England Data and Analytics Representative and NHS SIRO Representative to consider what feedback can be provided to AGD.	D&A Rep / SIRO Rep
6	**NHS England Data and Analytics general update (Presenter: Michael Chapman)**	
	The NHS England Data and Analytics Representative provided a verbal update to the Group on the current structure of NHS England's Data Services / Data Access and Partnerships team structure.	
	The Group noted and thanked Michael for providing the verbal update.	
7	**Health Data Research Service (HDRS) (Presenter: Michael Chapman)**	
	The Group noted that at the AGD meeting on the 10th April 2025, the Group had been made aware of the [announcement](#) by the Prime Minister on the 7th April 2025, in respect of the government and the Wellcome Trust investing up to £600 million to create the new HDRS.	
	The NHS England Data and Analytics Representative provided a verbal update to the Group, on work that was ongoing within NHS England on HDRS, including, but not limited to, a summary of expected / potential benefits; envisaged core capabilities; what the investment is likely to fund; and the service vision.	
	The Group noted the content of the verbal updated provided, and suggested that **1)** patients are at the centre of the HDRS vision / planning; **2)** NHS England consider whether national governance could be standardised and implemented at a regional level (as opposed to each regional area having their own governance arrangements); and **3)** additional layers of bureaucracy should, if possible, be avoided.	
	The Group noted that, in light of the forthcoming organisational changes to NHS England, that feedback on this item would be given to colleagues within the Department of Health and Social Care (DHSC). In addition, AGD advised that they would welcome DHSC colleagues to a future AGD meeting to discuss this further.	
	The Group noted and thanked Michael for providing the verbal update, and looked forward to a further update / discussion in due course.	
8	**Access Model Onboarding (Presenter: Laura Bellingham)**	
	The Group were provided with a verbal update on access model onboarding, that followed on from the update provided at the AGD plenary meeting on the 13th March 2025.	

The Group were updated on the various access models, including, but not limited to, Outcome Registries and the Federated Data Platform (FDP), and at what stage of the onboarding process each of these models were at.

The Group were also advised that the NHS England Data Access Environment (DAE) is being decommissioned, due to privacy technology on the platform being phased out.

The Group were also provided with a brief summary of the NHS England Data Access Service (DAS) price review, and charges that would take effect from the 1st July 2025, as outlined on the NHS England website.

The Group noted and thanked Laura for providing the verbal updates, and looked forward to a further update in due course.

9	**NHS England Unified Data Access Layer (UDAL) (Presenter: Laura Bellingham)**	
	AGD were provided with a brief verbal update on the latest information / update on UDAL.	
	The Group noted and thanked Laura for providing the verbal update, and looked forward to a further update in due course.	
10	**Governance Paths and Precedents including Reusable Decisions and Knowledge Base (Presenter: Laura Bellingham)**	
	AGD noted that prior to the meeting, they had been provided with a copy of the NHS England Data Access Service (DAS) internal knowledgebase.	
	The NHS England SIRO Representative felt that the Reusable Decisions within the knowledge base should be reviewed and updated as may be necessary, and requested that an AGD independent member and an AGD NHS England Representative were involved in the review.	
	ACTION: The NHS England SIRO Representative agreed to establish a programme of work to review the Reusable Decisions, and that this process include the involvement of an AGD independent member and an AGD NHS England Representative.	SIRO Rep
	AGD suggested that the Reusable Decisions have a 'review date' on them, to ensure they are reviewed and updated on a regular basis and in a timely manner. NHS England colleagues in attendance agreed with this suggestion.	
	ACTION: The NHS England Data and Analytics Representative (or delegated colleague) to ensure that the Reusable Decisions have a 'review date' on them.	D&A Rep
	The Group noted and thanked Laura for providing the verbal update, and looked forward to a further update in due course.	
11	**NHS England Data Access Service (DAS) Standards (Presenter: Laura Bellingham)**	
	The Group were provided with a verbal update, that followed on from the update provided at the AGD plenary meeting on the 5th December 2024.	
	The Group were advised that the initial work of reviewing all of the DAS Standards had now been completed, and that further internal discussions were ongoing to progress this work.	
	AGD reiterated previous advice, that whilst three AGD independent members had attended the NHS England DARS Standards Working Group meetings; as part of the ongoing	

	stakeholder engagement, NHS England DARS should ensure they are engaging with AGD as a Group at the relevant point in the process in order for NHS England to receive formal advice from the Group, which is documented and transparent in published minutes. **ACTION:** NHS England SIRO Representative agreed to ensure that AGD are engaged in the review and approval of the NHS England DARS Standards; in addition to the engagement with individual AGD independent members. The Group noted and thanked Laura for providing the verbal update, and looked forward to a further update in due course.	SIRO Rep
12	**Annual contract review meetings (Presenter: Tom Wright)** The Group were provided with a verbal update on the ongoing annual contract review meetings being undertaken by NHS England's Data and Analytics, including, but not limited to, the objectives and initial outcomes of the meetings held to date. AGD also noted that some of the AGD independent members and the AGD Secretariat had attended some of the contract review meetings as observers, and had commended NHS England on this work, noting the clear benefits of having this direct engagement with the relevant individuals / organisations. The Group noted and thanked Tom for the verbal update, and for the excellent work that the team was doing on this ongoing programme of work.	
13	**Update on expiring / expired applications and Data Sharing Framework Contract (DSFC) (Presenter: Andrew Ireland and Harry Millard)** AGD noted that this remit of work had moved from NHS England's Data and Analytics, and was now managed by NHS England's Information Governance (IG) Risk and Assurance, Privacy, Transparency, and Trust (PTT).	
14 OVERSIGHT AND ASSURANCE		
There were no items discussed		
15 AGD OPERATIONS		
15.1	**AGD Annual Report 2023/24** AGD noted that at the AGD meeting on the 10th April 2025, the Director of Privacy and Information Governance, Privacy, Transparency, and Trust (PTT), had advised (via the AGD Chair) that the AGD Annual Report 2023/24 had been submitted to the relevant colleagues / groups within NHS England for review / approval; and that this would be submitted for final sign-off around the end of April 2025. The Group noted that they had not received any further information on this. The NHS England SIRO Representative advised that there was no further update on this, and a further update would be provided in due course. **ACTION:** The NHS England SIRO Representative to provide an update on the AGD Annual Report 2023/24 at a future AGD meeting.	SIRO Rep
15.2	**AGD Annual Report 2024/25**	

	In line with paragraph 8.1 of the AGD Terms of Reference that states that *"The Group will produce an annual report on its work…for the SIRO following the end of the financial year..."*; AGD noted that a draft Annual Report 2024/25 had been submitted to the Director of Privacy and Information Governance, Privacy, Transparency, and Trust (PTT) on the 23rd May 2025. The Group noted that they had not received any further information on this.	
	The NHS England SIRO Representative advised that there was no further update on this, and a further update would be provided in due course.	
	ACTION: The NHS England SIRO Representative to provide an update on the AGD Annual Report 2024/25 at a future AGD meeting.	SIRO Rep
15.3	**AGD Management Information (Presenter: Vicki Williams)**	
	AGD were provided with a verbal update on the type of management information collated to date by the AGD Secretariat, on the AGD meetings / outputs, for example, the number of applications reviewed by AGD, and the outcomes of the discussions.	
	Noting that this information feeds into the AGD Annual Reports, the Group were asked to provide suggestions of any further management information that is not already collated, that may be useful / informative for the AGD Annual Report 2025/26.	
	ACTION: AGD to provide suggestions of any further management information that is not already collated, that may be useful / informative for the AGD Annual Report 2025/26.	AGD
	AGD suggested that there is a further discussion on this at the AGD plenary meeting on the 25th September 2025.	
	ACTION: AGD Secretariat to add 'AGD management information' to the AGD internal forward planner.	
	The Group noted and thanked Vicki for providing the verbal update, and looked forward to a further update in due course.	AGD Sec
15.4	**AGD Logo (Presenter: Vicki Williams)**	
	AGD noted that they had been asked to review a proposed AGD logo, by colleagues within NHS England's Privacy and Information Governance, Privacy, Transparency, and Trust (PTT).	
	AGD noted that feedback on the proposal would be fed back to PTT colleagues via the AGD Secretariat.	
	ACTION: AGD Secretariat to provide feedback to NHS England's PTT on the proposed AGD logo.	AGD Sec
15.5	**Risk Management Framework**	
	AGD has been previously informed that a risk management framework is being developed by Data Access and had commented on early thinking about such a Framework. Nonetheless, presently AGD were still operating using the precedent and standard framework as an interim arrangement since February 2023 and AGD were concerned that the permanent Risk Management Framework was not in place. The Group discussed the NHS England corporate risk management framework (see minutes of 14th November 2024) and the AGD Chair subsequently formally asked via email if the NHS England corporate risk	

	management framework could be used. The NHS England SIRO Representative updated the Group that NHS England was still considering the request, including how the NHS England corporate risk management framework could be adapted for AGD. **ACTION:** The NHS England SIRO Representative to provide a written response to AGD on the progress, and expected time frame for implementation, of the risk management framework.	SIRO Rep
15.6	**Standard Operating Procedures (SOPs)** The Group noted that the 'AGD member Declaration of Interest' SOP had been published on the AGD webpage. AGD queried if the review of the AGD Terms of Reference, forwarded to the Director of Privacy and Information Governance on the 14th March 2025, had been considered and asked that an update be provided as to next steps. **ACTION:** NHS England SIRO Representative to update the Group at a future AGD Meeting.	SIRO Rep
15.7	**AGD Stakeholder Engagement** **Joint Department of Health and Social Care (DHSC) and NHS England Governance Reform workshop** The Group noted that the AGD Deputy Chair would be attending the joint DHSC and NHS England Governance Reform workshop on the 15th and 16th July 2025. The AGD Chair suggested that at the AGD meeting on the 3rd July 2025, the agenda for this workshop was discussed further, to identify any specific feedback that may be fed into the discussions on behalf of the Group. **ACTION:** AGD Secretariat to add 'joint DHSC and NHS England Governance Reform workshop' to the AGD internal forward planner.	AGD Sec
15.8	**AGD Project Work** *There were no items discussed*	

16 Any Other Business	

16.1	**NHS England Data and Analytics Updates at AGD meetings** AGD noted and thanked NHS England Data and Analytics colleagues for attending the meeting, and noting the volume of updates provided, suggested that the AGD agendas allocate a regular slot for these types of updates, to enable colleagues to update the Group on a more regular and timely basis. The Group and NHS England colleagues in attendance agreed with the proposal. **ACTION:** AGD Secretariat to add 'NHS England Data and Analytics regular update' to the internal AGD forward planner.	AGD Sec
Meeting Closure As there was no further business raised, the Chair thanked attendees for their time and closed the meeting.		